

Reference Materials

For Volunteering At The
National Road Museum
And
Boonsboro Visitor Center



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OUR MUSEUMS

National Road Museum

The National Road Museum celebrates American achievement in transportation, and the pioneering public works project that united the nation.

Our tour begins with a brief exploration of early European road building techniques of the Roman Empire and the ancient indigenous American trails which were essential for pre-colonial nations and early European settlers.

A theater beside this exhibit provides a film introduction to the Historic National Road.

Exhibits throughout the building discuss the evolution of road vehicles, economic impact of the National Road, importance of the road to Civil War, landmarks along the road, and the dangers faced by early travelers. An exhibit case provides a rotating display of artifacts. Among all of these exhibits are presentations of improvements in road building and maintenance technology, including the first use of the Macadam stone paving process between Boonsboro and Hagerstown which was the first of its kind in the nation.

The exhibit hall concludes with an opportunity to take a selfie in front of a regional road landmark, and an original painting produced by Tony Mendez.

In addition to providing exhibits which use graphical and informational panels, tactile reproductions, and original artifacts to educate visitors of all ages, the museum also develops programs designed to further educate and engage the general public and promote better understanding and use of the Historic National Road and transportation in the United States.

Boonsboro Trolley Station Museum

The Boonsboro Trolley Station Museum recounts the story, impact and legacy of the electric railway which served central Maryland. This is done through the preservation of Washington County's last surviving purpose-built trolley station and exhibits within that structure exploring many aspects of the company operation and changes, using photographs and original artifacts. QR Codes throughout the building offer additional information for several of the exhibits.

The tour begins in a reconstruction of the station's waiting room, housing exhibits related to the history of the town and the function of railway passenger and freight stations on the trolley system.

Exhibits through the freight area of the station include some of the industries on the property over the years, the formation of the trolley system as two independent companies, an overview of the two dozen communities and common stops along the trolley system, the designs of the trolleys themselves, the various services provided by the railway, and the non-railroad functions of the company.

The conclusion of the tour discusses the evolution of the railway into our regional electrical utility, incidents and safety on the railway, the end of trolley service, and what happened to the individual trolleys that were retired.

This museum is operated through a partnership with the Hagerstown & Frederick Railway Historical Society (H&FRHS), which is a separate 501(c)3 non-profit educational organization. That organization has loaned many artifacts and provided resources and photographs used in the exhibits. That organization has also provided volunteers specific to that facility since 2021. In exchange, they are provided with a location to store their archive of trolley artifacts.

PARENT ORGANIZATION

The National Road Heritage Foundation (NRHF) is a 501(c)3 non-profit educational organization which was organized on August 5, 2005.

By-laws of the National Road Heritage Foundation are made available upon request.

Mission & Action Statement:

The National Road Heritage Foundation (NRHF) is a non-profit, 501(c)3 organization dedicated to raising awareness, appreciation and respect for the intrinsic qualities of the Historic National Road. The Foundation encourages visitors to experience the recreational, cultural and educational opportunities associated with the towns and cities connected by the Nation's first publicly funded intercontinental highway.

Trolley Station

In 2008, the NRHF took on its first project. The organization was responsible for fundraising and renovating the Trolley Station Museum which opened as a museum on September 12, 2009. The organization has continued to operate that museum, and in 2021 invited the Hagerstown & Frederick Railway Historical Society to partner in operations and staffing that facility to improve the quality and reach of the exhibits. New exhibits were installed in 2023 as part of this partnership.

National Road Museum

Opened on December 10, 2024, the National Road Museum became the primary project of the National Road Heritage Foundation after the completion of the Trolley Station. The idea for such a museum was suggested by former Executive Director of the National Museum of Civil War Medicine George Wunderlich, who has been featured on the History Channel Modern Marvels and other television programs. Mr. Wunderlich believed that the Historic National Road was underrepresented and that there should be a museum about the subject in Maryland.

Acceptance of his suggestion concluded several years of discussion as to what sort of museum to install in the former Warrenfeltz Hardware Store beside the Trolley Station.

The Foundation raised funds and renovated the store, restoring the dilapidated exterior and near-completely replacing the interior. After 12 years of fundraising and exhibit design, as well as pandemic-related delays, the museum was opened in 2024

Other Programs

The goals of other NRHF programs are planned with the goals of developing and enhancing the Maryland portion of the Historic National Road to attract visitors, increasing tourism and economic development, preserving the intrinsic values of the road, and helping to improve quality of life along the road.

Programs include:

- Maintaining over 50 National Road wayside information panels along the Historic National Road between Baltimore and Grantsville Maryland.
- Hosting Speaker Series programs in Boonsboro
- More programs coming soon.

ORGANIZATIONAL STRUCTURE

Board of Directors

The National Road Heritage Foundation is governed by a Board of Directors (sometimes abbreviated “BOD” as defined in the organization Bylaws. This board shall set forth policies and conduct ongoing fundraising and advertising for all activities under the organization’s purview.

The Board meets on a regular schedule and makes the final decision on major changes, programs, policies and other important parts of organizational operations, including but not exclusive to the museums.

Committees

The Board of Directors creates committees to serve in advisory capacity with authorities set forth by the Board. Anyone can be on a committee, even if you are not on the Board of Directors. Committees meet to discuss proposals to place before the board and also enact some of the proposed programs or projects on behalf of the board. These committees are formed as-needed and may over time include marketing, fundraising, events, education, policies and ethics, grounds and maintenance, byway panels, community engagement, outreach, and more.

Executive Director

Sometimes abbreviated “E.D.,” this is an individual who manages the overall operation of both museums while reporting the status and needs of the museums to the Board of Directors. This person is responsible for making recommendations to the Board of Directors and ensuring the museums’ compliance with the policies and budgets as set forth by the Board of Directors. The Executive Director is also responsible for scheduling of staff, events, and tour groups, the maintenance and development of exhibits, works with the Board of Directors to raise funds, the development and application of new educational and outreach programs, and serves as the spokesperson for the museums to the public and other area organizations.

Volunteer Staff

Volunteers make up the essential workforce for the organization. The volunteer workforce often includes individuals who also serve voluntarily on committees or the Board of Directors. By definition, volunteers do not receive compensation for the time and effort they give to the organization.

The foundation offers a variety of volunteer opportunities, primarily museum positions which are managed by and answer to the Executive Director. Some additional roles may answer directly to the Board of Directors or a particular committee. Most of these opportunities are public-facing

Volunteers are individuals of any gender, race, creed, identity, and nearly any age, who have an interest in being a part of the organization’s mission. The NRHF museums cannot operate without the dedication of generous and properly appreciated volunteers.

MUSEUM OPERATING POLICIES

Daily Operations

Opening Tasks

Codeholder should arrive 15 minutes before opening to disarm alarm system.

Turn on lights and electronic equipment activated.

Check condition and status of each exhibit

Check restrooms for supply or service needs.

Ensure no spot cleaning is required in museum.

Unlock doors for public

Place “OPEN” signs in front of museum

Ongoing Tasks

Check retail area and brochures for stock needs.

Greet every guest

Spot cleaning of windows & floor as needed

Closing Tasks

Volunteers should plan to stay up to but no longer than 15 minutes past closing to ensure museum is ready for next day and secure. Ensuring completion of these tasks, regardless of volunteer involvement, is the responsibility of the Executive Director

Ensure retail area and brochure racks are stocked.

Ensure floors and restrooms are clean.

Ensure all lights and electronics are deactivated.

Codeholder sets alarm to “Active” and ensures all doors are locked.

National Road Museum Checklist

Opening

- Turn on light switch located just within the door.
- Disarm alarm system
- Turn on all other light switches behind counter
- Turn on Visitor Center display (21713)
- Open "Visitor Center" Slideshow in Powerpoint on display.
- Turn on light switch for display case
- Turn on theater film loop
- Turn on Square register machine
- Make sure personal items and food are under desk or in the break room
- Check restroom soap, paper towels, and toilet paper.
- Place MUSEUM OPEN signs out front.
- Put flag out

Closing

- Bring in flags and signs
- Shut down Square Register
- Shut down Visitor Center screen
- Shut down theater film loop
- Check to make sure light in theater, basement, and upstairs are all off.
- Check restrooms, clean or report cleaning needs to E.D.
- Turn off display case lights
- Turn off light switches behind counter
- Set alarm
- Turn off light switch beside door
- Lock door

Trolley Station Checklist

Opening

- Turn on Porch and Waiting Room lights with switch beside door.
- Disarm alarm system
- Turn on Freight Room light with switch by either inner door.
- Plug in metro map (plug beside desk in waiting room)
- Turn on light above desk. Switch may need several rotations before it stays on.
- OPTIONAL – wind and set clock in waiting room
- Open ONLY one or both side waiting room window blinds to halfway, but no higher.
- Turn on track lights with switch behind “Good for Business” panel
- Turn on accessory displays by pressing “RESET” on outlet behind “Good for Business” panel
- “Good for Business” Panel fixes in place by slightly bending panel, setting in place within upper and lower plastic tracks, and then pressing firmly on each corner to connect hook & loop backing.
- Turn on audio recording using switch on underside of the speaker.
- Place “Please Begin Your Tour At The National Road Museum” sign at top of steps.
- Put out American Flag (Unless raining/windy) and Open Flag.

IF A DOCENT IS STATIONED AT THE MUSEUM:

- Open sliding door halfway (weather permitting)
- Open front double door (weather permitting) and use doorstops to hold open.
- Connect chain to padlock fixture on far building door (if single-door operation).
- Leave Waiting Room door open

IF NO DOCENT IS STATIONED AT THE MUSEUM:

- Leave doors closed and locked, leave lights on, and lock the waiting room when unattended.
- Docents bring tour groups to the museum during the day, attempt to hide key code when unlocking the building.

Closing

- Bring in Open and USA flags. Be careful to not let the USA flag drop to the ground at any time.
- Close and lock front double doors
- Close and lock sliding side door.
- Check museum for trash or sweeping needs, clean or report any cleaning needs to E.D.
- Turn off Track Lights using switch behind Good for Business panel
- Turn off accessory display lights by pressing “TEST” on electrical outlet below that switch.
- Lean Good for Business panel against wall.
- Unplug metro map
- Turn off light above desk.
- Turn off freight room lights
- Lower blinds all the way
- Turn off waiting room and porch lights
- Set alarm
- Lock door.

Staff Policies

Attendance

While volunteer service is, by nature, voluntary, there is an expectation that volunteers will arrive on time and stay for the entire time that they are scheduled.

Schedules will be posted to volunteers at least one month in advanced, and will be created using availability provided by the volunteer.

Any specific dates that volunteers are not going to be available to be scheduled or changes needing made to a posted schedule should be made known to the museum Executive Director as soon as possible. This includes last minute changes due to illness or family emergencies.

Parking

Staff and Volunteers are expected to park in the Shafer Park lot, street parking spaces, or other municipal parking spaces.

Parking spaces in front of the museum on either side of Main Street should be reserved for guests unless staff require close parking for medical purposes.

Guests are also expected to use Shafer Park Lot or street parking, except during special community events where parking is dictated by event organizers.

The lot beside the National Road Museum shall NOT be used for museum parking except in cases where express permission is provided by the owner of 210 N. Mail Street. That lot is privately owned and used by our neighboring business and residents. Any guests parking in that lot should be provided an apology and directed to other parking.

Breaks, Food & Beverage

Volunteers shall be permitted breaks as needed. While the exhibit hall docents may leave their station unattended for brief periods, volunteers should be cross trained for the front area so that docents may cover the greater position in order to facilitate breaks.

Valid break requests include those required for restroom use, personal emergency phone calls, brief rest break, or smoking (the latter must be done off premises).

Staff may keep a lidded drink with them at the front desk only. All other food and beverage should be kept and consumed only in the back break area. Meal breaks are discouraged except in the case of a volunteer working a double shift, as shift length is kept short.

Exceptions to this rule may be made at the discretion of the museum administration.

Food and beverage shall be permitted during museum special functions or during outside events being hosted by the museum. Special rules and policies shall apply to rental situations.

Dress Code

All staff should arrive at the museum with a clean, neat and unoffensive appearance. In addition to personal hygiene, all staff should follow the following guidelines in order to provide a uniform appearance and help visitors identify facility staff.

A name badge will also be provided and should be worn at all times within the museum.

Volunteers should wear a solid color or patterned shirt or blouse with no artwork or branding and black or dark colored pants, slacks, or skirt. These should be clean with no visible tears or stains.

Dark colored footwear should be worn. No open toed sandals or shoes and no crocs should be worn. Heels are discouraged for most occasions, but may be worn at staff discretion.

Jewelry may be worn in moderation at staff discretion. Any jewelry must be modest and not be large or excessive. Minimal studs are recommended for any facial piercings, large or excessive rings or pins are strongly discouraged. Management may request items of jewelry be removed for any reason.

Attempts should be made to cover tattoos with clothing or decoration while volunteering if potentially distracting or offensive to visitors.

Headwear is permitted as long as it is not excessive in size and does not contain any branding. The exception to this rule being branding advertising the National Road Museum, Boonsboro Trolley Station Museum, Historic National Road, or Town of Boonsboro.

Downtime

Guests must be the primary focus of staff whenever they are present within the museum. When no visitors are present, volunteers are first encouraged to ensure the following tasks are completed:

- Restock Retail Area (Greeter)
- Restock Brochure Rack (Greeter)
- Restock Restroom Supplies (Docent)
Ensure general cleanliness of their area

If these tasks have been completed, volunteers are encouraged to study provided educational materials related to the museum subjects and community history. Alternatively, volunteers are permitted to bring a book, electronic reading device or personal phone with them in order to pass time. These should promptly be put away when guests enter the facility in order that all attention be given to the visitor. There should be no cases of “finishing a page or text.” before welcoming a guest. Book covers, personal bags, or protective electronic device cases should be free of offensive language or imagery.

Confidential Information

Policies, practices, and internal communication provided to museum staff are to be considered confidential information unless otherwise noted and should not be disclosed to other organizations or members of the public without proper authorization. This does not include information which has been officially announced to the public.

At times, staff may be required to collect personal information from guests or fellow staff members. This includes names, addresses, credit card numbers, email addresses, or other similarly personal identifiable information.

This information is collected with an individual's confidence and trust that it will be kept secure and used for only the purposes for which it is provided.

Staff are not to make any personal use, copy, or collection of this information. Any record of this information should be kept private and stored according to the museum's standard practices.

Disposal of this information should be handled securely through destruction before disposal. No personal information should be placed in the garbage or recycling while still intact.

Conduct

All staff, including volunteers, are expected to act with the utmost professionalism while on museum property or representing the Foundation or its museums.

Harassment

Harassment of any kind will not be tolerated within the NRHF facilities. This includes but is not limited to:

Insulting or derogatory statements about an individual, present or not.

Vulgar or inappropriate language.

Negative remarks related to any race, sex, gender, religion, political affiliation, or other topic which can be deemed related or impactful to an individual's identity or beliefs.

Statements, comments, or insinuations of a sexual or inappropriate nature.

Unwanted physical contact or near-contact.

Stalking or continual unwanted attention.

Pressuring or repeatedly asking an individual for information of a personal nature.

Gratuity

All staff are strongly discouraged from accepting monetary tips or other contributions from members of the public as a result of their service to the organization. Such acts can have adverse affects for the Foundation. It is instead encouraged that guests be directed to provide their gratuity in the form of a museum donation.

Personnel Conflicts and Policy Concerns

Staff, volunteers and guests are encouraged to inform the appropriate person(s) immediately with any knowledge or concerns regarding violation of policy or otherwise concerning information, without any fear of retaliation.

Any questions regarding museum policy should also be asked of the Executive Director in order to ensure all staff understand policies.

The Executive Director must be available to hear such concerns immediately and in confidence, and act upon them with priority and proper discretion.

If an issue of concern involves the Executive Director, the concern should be taken to the Board of Directors. In a situation where the Executive Director may be present at the time this concern is raised, they must excuse themselves until that discussion has been concluded.

Violation of these Policies

Any violation of these policies will be responded to with appropriate and fair measure on a case-by-case basis. Depending on severity of infractions, the Foundation response may range from warning to dismissal from service.

Repeat violation of the same policy by a volunteer may result in instant dismissal upon discretion of the Executive Director or any member of the Board of Directors.

In the event of a violation by the Executive Director or a member of the Board of Directors, the Board of Directors shall promptly take up the issue for discussion and immediate action.

Basic Visitor Interaction Standards

Further details regarding role-specific interaction are provided later in the binder.

The treatment which guests receive during their visit to a museum can drastically improve or worsen their visitor experience, and their impression of the organization which operates those exhibits. All guests should be treated with the upmost respect and courtesy no matter age, race, gender, appearance, or other factors.

When working with our guests, volunteers should regularly remind themselves of how an interaction may affect their own opinion or feelings about a museum were they in the guest's place.

It should also be remembered that our guests are the purpose for our museum being open, and how they feel about their experience here, good or bad, will carry to other among the public, potential visitors, other organizations and potential donors through their conversation.

Greeting

- All guests entering the building or exhibit gallery should be greeted courteously and with a smile by each volunteer or employee.
- Greeting staff should invite guests to provide their zip-code for tracking purposes and then ask open-ended question to determine the individual's reason for visiting, responding accordingly.
- If the visitor has entered for the purpose of learning about town amenities or attractions, they are to be directed to the Visitor Center area and engaged with additional open-ended questions in order to guide their visit to best suit their needs. These guests should also be invited to visit the museums.
- If visitors enter with an interest in visiting the museum, they should be provided information regarding admission and entry to the museum and provided a visitor guide.
- During regular operating days, the museum docent(s) should introduce themselves to visitors as they enter the exhibit gallery, and offer their assistance regarding exhibit questions.

During Visit

- Museum staff should remain fully available and attentive to guests during their visit. Potential distractions should be minimized. If multiple guests require assistance, they should be politely acknowledged and informed that they will be assisted as soon as possible.
- If a guest has multiple requests or otherwise requires extra time (i.e. attempting to find a specific piece of information on their phone or attempting to make a decision.) they may be politely asked if the staff may quickly serve the next guest and then return to the first guest's inquiry.
- Greeters should be ready to answer any questions posed to them to the best of their ability. Likewise, docents should remain nearby guests and available to be asked questions regarding exhibits. Docents should be careful to maintain a comfortable distance and not crowd their guests, however.

- In the case that a docent's medical, health, or safety needs require minimal standing, they may be seated within the exhibit gallery at a location which does not obstruct any exhibits as long as they remain readily accessible to guests for answering questions.
- Staff should observe guests and body language at all times in order to ensure safety, security and enjoyment for all.
- Some guests will express confusion or questioning without being willing to pose their questions to a docent. If a guest seems to have a concern, docents should offer to attempt to address any question or concern that the guest might have.
- Body language also can display a risk of medical emergency, and docents should offer assistance to anyone in need of a seat if they appear unsteady or faint.
- Continual observation may also prove a successful deterrent for the rare but potential risk of vandalism or theft. This includes among our exhibits as well as the retail area.

Customer Exit

- Upon the completion of their museum visit, guests should be provided information regarding other attractions, shops, and restaurants in the area.
- Exiting guests should be thanked for their visit and invited to return. If any special events or exhibits are approaching in the near future, guests should be specifically invited to return for those activities.

EMERGENCY PROCEDURES

NOTE: *Holding the corresponding button (Fire, Police, Medical) on the alarm panel will immediately alert the monitoring company to dispatch assistance, but if used, 9-1-1 should still be called in order to ensure emergency response.*

“Act Of God” Emergencies

In case of emergencies related to the weather find appropriate shelter and contact the Executive Director for specific instruction.

In severe weather emergencies, such as a damaging hail or close lightning, encourage guests and staff to remain indoors within the National Road Museum and away from windows. In case of a tornado in the immediate vicinity, use the “Restricted Areas” key to gather guests in the lower level of the National Road Museum. All guests and staff should remain in an area with significant stonework and away from windows.

Fire Emergencies

In case of fire in either structure or a nearby structure...

- All guests should be evacuated from both structures on the property via the nearest exit.
- Staff should take count of evacuating guests and other staff on site and direct all guests to gather at the Shafer Park Pavilion.
- Once in a safe place at Shafer Park, call 9-1-1 immediately to report the fire.
- Do NOT assume that someone else will call 9-1-1 or the fire alert system functioned properly.
- Once gathered, a headcount should be taken to ensure everyone has been evacuated from the building.
- Follow all directions provided by the Fire Department and Executive Director.

Violent Incident Emergencies

It is highly unlikely that violent or criminal incidents will take place at the National Road Museum or Boonsboro Trolley Station Museum. Staff should, however, be aware of the following responses to the following incidents if they were to occur:

If any violent altercation were to occur nearby

- Staff and guests should remain distant
- A member of staff should find a safe place from which to contact the police.

If a child were to go missing on museum property

- Ask parent, teacher or chaperone for a description of the child, including shoe color if possible.
- Announce description of the child to all staff
- Check all potential hiding places within the museum, restrooms, break room and elsewhere on the property.
- If child cannot be found within 5 minutes, contact police promptly.

If an individual were to attempt to take items from the retail area without paying,

- Politely ask the individual to pay for the item or return it to the shelf as they attempt to exit.
- Do not confront, accuse, or make physical contact with the individual for any reason.
- Take note of the item(s) in question, individual's appearance and any vehicle identification information possible, but do not exit the museum to follow them.
- Contact the Executive Director immediately and complete a post-incident report.

If an individual were to enter the museum and demand money or other items, whether visibly armed or not,

- Staff should comply with demands for the safety of staff and guests.
- Do not confront or make physical contact with the individual for any reason.
- Take note of the item(s) in question, individual's appearance and any vehicle identification information possible, but do not exit the museum to follow them.
- Contact the Executive Director immediately and complete a post-incident report.

If an armed shooter were to enter the museum,

Evacuate all staff and guests immediately through the nearest exit(s)

- Do not wait for individuals who refuse to leave or attempt to rescue injured individuals.
- Guests and staff should gather in a secure site in Shaffer park, out of sight of the museum(s).
- Once at a safe distance, call 9-1-1 immediately to report the incident. Do not assume others will do so.
- Once police and emergency services arrive, follow all instructions given by officers.

If exiting is not possible, seek shelter immediately.

- Lock yourself and others in a restroom or breakroom, if possible access and lock the basement or upstairs areas.
- Barricade doors with any objects available.
- Remain silent, mute phones.
- Await instructions by police.

If neither exiting or seeking shelter are not possible,

- *Confront the attacker only as a final resort.*
- Seek an object which can be used as a weapon
- Keep out of sight and silent as long as possible
- Remember that your life and others may depend on the force of your actions

Medical Emergencies

Serious Medical Emergencies

If an individual is suffering a serious medical emergency (i.e.: falls unconscious, has difficulty breathing, complains of severe chest pain or sudden numbness, suffers a severe physical injury),

- Call 9-1-1 immediately
- Administer First Aid. If possible this should be done while emergency services are being contacted.
- In cases involving school tour children, work with teacher or chaperone to contact the child's parents immediately. If possible, Executive Director or willing volunteer should remain with the child in the ambulance and hospital until parents arrive.
- Contact the Executive Director and complete a post-incident report

Minor Medical Emergencies

If an individual becomes ill or suffers a minor injury,

- Offer/Administer first aid if applicable
- In cases where bodily fluids are present, consider the affected area as hazardous and secure/cordon off the area before informing the Executive Director to ensure a safe cleanup.
- In cases involving school tour children, work with teacher or chaperone to contact the child's parents immediately.
- Offer to contact Emergency Medical Services. (If illness may be the result of heat or chemical exposure, treat the emergency as a Serious Medical Emergency)

EMERGENCY CONTACTS

Health or Safety Emergencies

For incidents involving an active fire, vehicle accidents, dangerous violent situations, severe injury or medical emergencies, suspicious/potentially dangerous individuals, packages or bags, or other life threatening situations

DO NOT HESITATE to dial 9-1-1

Ensure that you are in a safe place or the injured person is receiving first aid while you or another individual are calling emergency services. Communicate with others responding to the situation. Make sure that someone is indeed making the phone call while someone else is providing the needed care or ensuring everyone has evacuated if necessary.

Other Contacts and Non-Emergency Lines

National Road Museum Executive Director
Reuben Moss
(240) 818-1447

National Road Heritage Foundation
President Richard Keesecker
301-730-3880

First Hose Company of Boonsboro
(Boonsboro Volunteer Fire Department)
NON-EMERGENCY office number
Station 6 - (301) 432-2348

Boonsboro Police Department
NON-EMERGENCY office number
301-432-6838

Boonsboro Ambulance and Rescue Service
NON-EMERGENCY office number
(301) 432-6979

Meritus Medical Center
11116 Medical Campus Road, Hagerstown, MD
Patient Office Line: (301) 790-8000

Med Express Urgent Care
1741 Dual Highway, Hagerstown, MD
Office: (301) 790-0254

South Mountain Family Practice
9 St. Paul Street, Boonsboro
(301) 432-0623

Pleasant Valley Primary Care
20311 Lappans Rd, Boonsboro
(301) 799-1098

VOLUNTEER OPPORTUNITIES

You will find copies of our Volunteer Application in the pocket of this section. The form should be filled out as completely as possible and then placed in the cash donation box or the inbox under the desk.

The Executive Director will review the application and contact the applicant by email or phone to inform them of their potential orientation dates.

If an individual requires a reasonable accommodation to perform the tasks of a position, they should make a note somewhere on their application informing of that requirement. It will not disqualify them from a position, however it will allow the museum to make more accommodating schedules.

Who Can Volunteer

People volunteer for many reasons. It can be a hobby, a way to give back to the community as a form of philanthropy, a way for students to earn required volunteer time, or simply a way to pass time. We accept all sorts of volunteers no matter their reason for wanting to join the museum.

Adults

Anyone aged 18 or over is invited to apply to volunteer with the National Road Heritage Foundation for any position, regardless of race, political affiliation, beliefs, or sexual orientation.

Under 18

Youth between the ages of 14 and 18 are welcome to apply with parental consent.

Volunteers under the age of 18 will not be permitted to handle monetary transactions, and will by default be given a preference for Docent positions. These youth volunteers will at all times be scheduled alongside an experienced adult volunteer.

Any youth volunteer who is determined to be disruptive, insubordinate, or otherwise undesirable, may be given a warning and/or dismissed at any time by the Executive Director or a member of the Board of Directors, and may be removed from the volunteer schedule. Any youth volunteer removed from the schedule may reapply after 12 months.

Expectations

It is expected that every volunteer can abide by the museum policies, inform the museum when they are unable to attend their shift, and overall be a positive ambassador of our museums.

We are just as happy to have a volunteer who is only able to help during one or two events as we are to have volunteers who help several times a month – though the latter is preferable.

The Foundation does not expect volunteers to memorize everything or have all of the answers – that is what this guide and other resources are for. Do not be afraid to ask other volunteers if they know an answer or where to find an answer.

It is also hoped, but not required, that volunteers seek to expand their knowledge related to the museum's subject matter and town history.

Training

New applicants will be provided with an orientation program which will overview the basic information they should know about the museum operations and subject matter. Additional materials may be made available by the museum, but the volunteer is encouraged to also read up on subjects at their own pace.

Additional training programs may be offered to volunteers as well.

Our volunteers are also encouraged to attend the National Road Heritage Foundation Speaker Series and other local museum Speaker Series events to learn about different subjects related to our area.

Resources

In addition to policies and operating resources found in this guide, further reference materials should be made available at the desk. Volunteers are encouraged to study this material during downtime, and may be provided with personal copies of some of these resources to take home and study.

Select publications may also be made available to volunteers.

GREETER ROLE REFERENCES

Thank you for being willing to be the first person to welcome our guests to the museums and visitor center. This is not a difficult role, but it is an important one. When filling this role, your work area is the entire front room of the National Road Museum. A greeter or other volunteer must ALWAYS be present within view of the front door while the museum is open.

Whether a guest has a good or bad experience can have lasting impacts for our museum, and their first impression will come from talking with you.

As the greeter, you will be expected to do some of the following tasks.

- Greet and keep an accurate count of visitors who enter.
- Accept museum admissions and donations.
- Transact gift shop sales.
- Answer guest questions to the best of your ability
- Provide visitor information and directions (using provided materials)
- Occasionally restock brochures and gift shop area.

Greeting Guests

Also see Visitor Interaction in Museum Policies

When A Guest Enters

Immediately welcome the guest. If you are engaged with another guest, politely greet the new guest and inform them that you will be able to assist them soon.

As soon as you are able to do so, **ask new guests if they would like to tour the museums.** Also **ask them** if they would like to give their **zip-code**, and mark the appropriate information onto the visitor tracking sheet.

If asked why we would like their zip code, inform the visitor that keeping track of where guests visit from assists us in identifying advertising and outreach opportunities and encourages ongoing and increased support of our museums.

Once a guest confirms that they would like to visit the museums, inform them of our admission policies and ask what they would like to give.

Some guests will come only looking for visitor information or directions. These may very well decide to visit once they are in the building, but some may simply take information from the visitor center and then leave, and that is okay.

At times, a guest may stop after seeing “Visitor Center” who simply needs to use the restroom. These will most likely not be interested in paying an admission to the museum. Allow them in, but count them as a visitor at \$0. We can hope that, if they do stop to examine the exhibits, they then decide to provide a donation on their way out. In that case, enter it as a donation and leave a note for the E.D. that there was a “post comp. donation” so that we can track the frequency of such events. Even if they

do not decide to donate on their way out, they may return with family or friends, or tell others about our museum.

We want to be friendly and welcoming at all times, and encourage the suggested admission or higher contributions without coming across as “pushy” or “needy.” At the same time, we recognize that some visitors may not wish to give very much or anything at all, and we must remain courteous and accepting in those situations as well.

The below script provides a good format for greeting guests. As you can see, there are many variables which could change this script, but in general every interaction should be about the same:

Example Guest Welcome Conversation

Greeter: “Welcome to the National Road Museum, are you interested in visiting our museums today?”

Visitor: “Yes, I would. How much does it cost to go in?”

Greeter: “Our admission is by donation and includes a visit to both the National Road Museum in this building and the Trolley Station Museum next door. Here are our suggested amounts, but any amount you are comfortable giving will go toward the museums and our other programs. While you consider that, would you mind giving me your zip code?”

Visitor: “Sure, its 12345. So...could I just give \$5?”

Greeter: “Yes, that is fine. If you decide to make an additional donation in the future, just let one of us know. We also have a mailing list, you can sign up very easily through this little screen right here.”

Visitor: “No, I’ll pass on the mailing list. Do you take Apple Pay?”

Greeter: “Yes, we take most common forms of payment, you can tap right here at the bottom of the screen whenever you’re ready. You will get a digital receipt, so it may ask for your email or phone number.

And your receipt will arrive soon. Here is our self-guided tour brochure, if you don’t want to keep it you can drop it back off on your way out. The exhibits begin right through that entranceway to your left. Today we have a docent over at the trolley station as well, so when you go over to that building, you can show them this little transfer ticket to let them know that you have already been counted here.

Guest Complaints

There are no refunds for admission or donation payments.

If a guest has a complaint, is unsatisfied with their visit, or is unhappy in any way, calmly inform them that you as a volunteer are not able to properly resolve their issue. If the Executive Director is on-site, immediately request their presence to resolve the issue. If the executive director is not present, direct the visitor to send an email Info@NationalRoadFoundation.org or use the form on our website. Inform them that the museum’s Executive Director will receive that email and respond to their issue as soon as possible.

Resources To Be Aware Of For Guests

The Boonsboro Economic Development Commission will provide us with handouts that can be provided to visitors seeking information that they can take with them. These will be kept under the desk and readily available. Be sure to familiarize yourself with these papers.

We maintain the brochure rack for the Boonsboro Visitor Center, and direct guests to find information about other things to see and do in the region through those pamphlets. If you know of a brochure that you think the Visitor Center should offer, make the suggestion to the Executive Director.

The following information should be known in order to make suggestions and answer questions.

Museums and Nonprofit Historic Sites

There are several other museums in the Boonsboro area and Washington County. We of course hope that everyone who enters our building is interested in visiting our museum and supporting our efforts, but we also hope to be a benefit to all of our friends and colleagues at these other organizations.

Boonsboro Museums

Boonsboro Historical Society – Bowman House Museum

The Boonsboro Historical Society was founded in 1970 to preserve and promote Boonsboro's history. Their organization operates the Bowman House Museum, former home of a redware potter named John Bowman.

The log cabin structure has been restored to resemble its original household appearance, volunteers often are found in living history reenactment apparel and demonstrating knitting and sewing, spinning wool, and hearth cooking. The grounds feature a traditional rustic vegetable and herb garden, a recreation of the potter's work shed, and a reconstructed carriage house.

The organization also operates the annual Boonesborough Days event as a fundraiser.

The Bowman House Museum is open on the 4th Sunday of each month, May – October, 2-4:30.

Boonsborough Museum of History

This museum is often nicknamed the "miniature Smithsonian" due to its variety of unique and significant objects. Founded by the late Doug Bast (pronounced "Bossed"), the museum's main building displays an astounding number of items from his lifelong passion of collecting and preserving historical items.

This collection ranges from civil war weapons and ammunition, relics and manuscripts created by locals, items from Mr. Bast's family furniture and undertaking business, a preserved General Store display, Town of Boonsboro and other area community items, objects related to slavery and persecution, World War II weapons and relics, pieces of the White House, and even Egyptian animal mummies. Not all items are available at all times.

The museum is currently in the process of renovating the Bast Furniture Store building into a more traditional museum exhibit hall and research center.

As of 12/2024 the museum is open every Sunday May -January from 1-4pm

Washington County Rural Heritage Museum

This multiple building museum at the Washington County Agricultural Center encompasses the history of Washington County, and is located within the Boonsboro postal area.

The first building examines traditional agricultural life in the county, early postal service, general stores, homes, schools, and some of the region's manufacturers. The second building explores agricultural technology with many tools and horse drawn wagons, plows, and mechanical devices. The third building encompasses the history of early automobiles in the area, with several common and interesting vehicles, a collection of very rare Hagerstown-built automobiles and bicycles, as well as a recreation of an early local auto garage.

Behind these three buildings is found a traditional farmstead, and a village made of original historic structures from around the county relocated to the museum property for preservation.

William Boone Family Grave Site

The cemetery containing the graves of the founder of Boonesboro and his family can be found behind the Trinity Reformed United Church of Christ at 33 Potomac Street, and can be visited by the public.

William Boone, along with his brother George, founded the Town of Boonsboro. William and his wife Suzanna remained here the remainder of their lives. The Boone family farmhouse stood just behind the present day church, and they were buried on their property before the property was purchased and the cemetery established around their graves.

Washington Monument State Park

Overlooking the Town of Boonsboro, construction on the first monument built to honor George Washington began on July 4, 1827, when the residents of the town climbed the mountain and built half of the structure in one day. The monument was used as a signal station during the battle of Antietam, and has been restored several times.

It is now the centerpiece of its own state park, offering picnic and playground facilities as well as a small seasonal museum at the foot of a short trail to the monument. The monument itself offers a panoramic view of Boonsboro and Hagerstown, as well as Catoclin Mountain to the east, and occasionally proves to be an excellent place for birdwatching.

Open dawn to dusk. A self-service cash entry fee station for the nominal requested fee can be found just within the park entrance.

Nearby Areas

Antietam National Battlefield Visitor Center

Renovated and reopened in 2023, the Antietam National Battlefield offers a state of the art visitor center experience, and then after visiting the exhibits guests may explore the battlefield itself, seeing the iconic locations of the bloodiest day of the Civil War.

Open 9am to 5pm. A National Park Pass is required for the visitor center and to travel the battlefield. Day passes and season passes are available at the Visitor Center. Antietam National Battlefield is a cashless facility.

Sharpsburg Museum

The Town of Sharpsburg has a museum with items from town and Antietam history located within their town hall.

South Mountain Battlefield

Located along the Historic National Road at the very top of South Mountain, several markers identify the location of the first Civil War battle to take place in the north.

After the war, Madeline Dahlgren, whose late husband Rear Admiral John A. Dahlgren had designed several safer and more efficient canons and artillery guns before and during the war including several which were used at Antietam, purchased the land at the top of the mountain and constructed a stone inn and small chapel which still stand.

The South Mountain Inn was operated until recently as a restaurant, and in several years will reopen as a Maryland Park Visitor Center for the battlefield.

13th North Carolina Company B Monument

Located at the end of a 1100 foot trail beginning on Reno Monument Road just outside of town, the monument recognizes the North Carolina troops who fought in the first battle of the Civil War to take place on northern land.

War Correspondents' Arch and Gathland

The writer and Civil War journalist George Alfred Townsend (often abbreviated Gath) purchased land atop south mountain sitting at the site of Crampton's Gap, one of the more passable points where combat took place in the area during the Civil War. Here he constructed a home and several other structures, and commissioned the construction of an arch shaped monument to honor fellow war correspondents who were killed in the line of duty.

Today "Gathland" is a state park and is crossed by the Appalachian Trail.

Elsewhere in the County

Wilson Bridge

The Wilson Bridge is a multiple arch stone bridge which once took the Historic National Road over Conococheague Creek. The bridge has been bypassed by a new, modern bridge, and the original bridge remains as the centerpiece of a small picnic and fishing area park.

Washington County Museum of Fine Art

Hagerstown City Park is home to a free admission art museum with classic and contemporary artwork.

Discovery Station

Located in a former bank at the intersection of West Washington Street and Summit Avenue, this museum is focused on STEM education. Fun for all ages with a focus on educating children.

Train Museums in Hagerstown

Hagerstown was once a meeting point of several railroads, and had several roundhouses, passenger stations, and freight yards spread across the city map. A relatively small amount of railroad operations continue today. Hagerstown is also now home to two railroad museums.

The Train Hub at City Park is located beside the ball fields at Hagerstown City Park, and offers a small museum, event pavilion, cabooses, and Western Maryland Railway #202, the last surviving Western Maryland Railway mainline steam locomotive.

The Hagerstown Roundhouse Museum is located nearby and across the tracks on Burhans Blvd. This museum offers several real trains and a trolley outside, artifacts related to the City's railroad history, and several different model railroads.

Hagerstown Aviation Museum

Hagerstown was once home to several aviation manufacturers. Located in the historic Fairchild Test Hangar alongside the Hagerstown Municipal Airport, this museum displays many planes constructed in Hagerstown, including personal and racing aircraft, passenger aircraft, and C-82 and C-119 cargo aircraft which were essential to the United States during WWII. Also featured is information about the famous ground support A-10 Thunderbolt II combat aircraft, better known as the "Warthog," nearly all of which were assembled in Hagerstown.

House Museums in Hagerstown

The home of Hagerstown's founder Jonathan Hager is a museum in Hagerstown City Park, while the Washington County Historical Society has a museum housed within the Miller House on West Washington Street.

For-Profit Attractions

There are several other places to see and things to do in the area which are for-profit enterprises. These may be of interest to visitors as well.

Crystal Grottoes Cavern

Just south of town on Rt. 34

The only show cave in Maryland, first opened in 1922 after the cavern system was discovered by road crews blasting the hillside. Approximately a 40 minute tour, said to be the most formations per square foot of any cave known to man.

Big Cork Vineyard

A few miles south of town. Look for signs along Rt. 67 near Rohersville.

Vineyard open for tours and Winery with wine retail and wine tastings. Reservations encouraged.

Vanish Hall

Entertainment venue for concerts and shows. Attached to Branded Chophouse on Old National Pike just west of Boonsboro.

Shopping

(listed by distance from the square by block)

Josies on Main

4 North Main Street, Boonsboro

Vintage Apparel & Décor right on the corner at the square.

Gifts Inn Boonesboro

16 North Main Street, Boonsboro

A showcase of regional arts and crafts between Josies and Turn The Page.

Turn The Page Bookshop Café

18 North Main Street, Boonsboro (Near the Square)

Full selection of Nora Roberts and JD Robb books, as well as Civil War books, books by other local authors, and more. Also offers gifts and coffee.

Pathfinder Farm Distillery

14 South Main Street, Boonsboro

Local moonshine & whiskey tasting room with giftworthy offerings for sale.

Talon Studio

9 South Main Street, Boonsboro

Tattoo studio also offering hand-painted gifts, sculptures, and other artwork created by the artist.

146 Provisions

146 South Main Street, Boonsboro

Gourmet foods and gifts.

Olde Homestead

310 South Main Street, Boonsboro

Rustic and country home décor, candles, seasonal, and gift items.

Mountainside Gardens & Florist

311 South Main Street, Boonsboro

Flower & Vegetables Nursery, Gardening Supplies, take-out food & Ice Cream

Cronise Marketplace

312 South Main Street, Boonsboro

Seasonal local fruits, vegetables, and flowers. Some gifts and prepared foods, ciders, jams.

Boonsboro Antiques / Marketplace Antiques

7702 National Pike

Antiques & Collectables

(Additional antiques alongside Rt. 40, the NEW Baltimore National Pike, in nearby Beaver Creek)

Gas Stations

Alex

Next block to the west of the museums. Convenience & gas.

AC&T

West end of town along Main Street / Old National Pike before Rt. 68. Convenience. MTO food, separate diesel lane, car wash

Sheetz

Several miles down Rt. 66, at intersection with new Rt. 40/Baltimore National Pk. Convenience, inside and drive thru MTO food, diesel

Highs (COMING SOON)

East end of Main Street at traffic circle. Convenience, gas, dual tank diesel lane.

Restaurants and Dining

(Listed by distance from the Square by block)

Jeovanni's Pizzeria

2 South Main Street, Boonsboro

Pizza, Wings, Salads & Italian.

Restaurant offers a small bar as well.

Sizzling Fajita

3 South Main Street, Boonsboro

Mexican Restaurant

My Mini Mart & Dream Diner

23 South Main Street, Boonsboro

Traditional Diner Fare & More

Stonewerks Coffee & Sweets

7 North Main Street, Boonsboro

Coffeeshop and Bakery. Breakfast and dessert.

Subway

11 North Main Street, Boonsboro

Chain sub sandwich restaurant franchise.

Turn the Page Bookstore Café

18 North Main Street, Boonsboro

Coffee

Potomac Street Creamery

9 Potomac Street, Boonsboro

Ice Cream & Snow Cones

Rasco NY Pizza

280 North Main Street, Boonsboro

New York Style Pizza & Italian

Dominos

4 Tiger Way, Boonsboro

Chain Pizza Franchise

China Ocean

706 Chase Six Blvd., Boonsboro

Chinese & Asian Cuisine

Mountainside Deli

311 South Main Street, Boonsboro

Subs & Sandwiches, BBQ, Ice Cream

Branded Chophouse

7704 Old National Pike, Boonsboro

Steaks, Creative Dishes, Comfort food, Cocktails.

The Yellow House

8005 Old National Pike, Boonsboro

Sports Bar

Bonnies at the Red Byrd

19409 Shepherdstown Pike, Keedysville

Popular Family Style Diner Fare

Other Establishments we may be asked directions

- Ace Hardware (South Main Street near Cronise Market)
- Weis Markets (Chase Six Blvd, Shopping center behind AC&T on the west end of Main Street)
- Dollar General (Old National Pike west of Boonsboro, near Boonsboro Antiques)
- Boonsboro Pharmacy (Old National Pike west of Boonsboro, Across from Dollar General)
- Napa Auto Parts (Old National Pike west of Boonsboro, Across from Dollar General)
- Goodwill (DROPOFF CENTER ONLY, NO STORE, attached to Boonsboro Antiques)
- Cochran Auctions (7704 Mapleville Road/Rt. 66, just west of town limits.)
- American Legion (Intersection of Old National Pike and Rt. 68 west end of town)
- Sterling Care / Reeders Retirement Home (141 S. Main Street, Boonsboro)
- Fahrney-Keeney Retirement Home & Senior Village (Along Rt.66 just past Mapleville)

DONATION & ACCESSION POLICIES

Monetary Donations

As a nonprofit organization, donations form an important role in funding our operation. Guests should be encouraged to offer additional support to our organization, but we must be careful to not make them feel pressured to do so.

Unless otherwise noted, donations made to the museum are entered into the “General Fund” of the National Road Heritage Foundation, and are used at the organization’s discretion. This includes funding the museum budget, but may also fund programs and projects across the state.

Donors may choose to designate their funds toward a particular project or operation, however this is discouraged, as it restricts those funds which may be better used elsewhere in some situations.

Deductibility and Receipts

The National Road Heritage Foundation is a 501(c)3 not-for-profit educational organization in good standing with the State of Maryland and the Internal Revenue Service. As such, donations made to our organization can be claimed as deductions on the donor’s taxes. This is especially true of larger contributions.

For most cash donations, we do not offer a receipt for tax purposes. Donors who give a contribution of \$600 or more are provided with a thank you letter as long as their contact information is left at the time of donation.

All individuals who donate through our point-of-sale system should be encouraged to fill out their contact information to be added to our mailing list, and will receive an e-receipt showing their donation amount.

Cash or Check Donations

Cash and Check Donations are NOT entered through the Point of Sale System at this time.

Multiple donation boxes are present between the museums. Cash and Check donations may be placed in any of these boxes to be deposited into the National Road Heritage Foundation General Fund. The boxes are checked regularly.

Donors may enclose their donation in one of the small donation envelopes present with these boxes if they wish to leave their contact information with the contribution, designate a particular use for their donation, or protect the account information on their check.

Credit/Debit Card and CashApp Donations

All individuals wishing to make a donation with a credit card, debit card, ApplePay, Google Wallet or CashApp, will be processed through our Point of Sale System.

Everyone who makes a donation through the point of sale should be invited to enter their contact information into the system at the time of their donation so that we see their name associated with the donation. Even if they receive an e-receipt through Square, we do not receive their name or address from the credit card company. We **ONLY** receive their contact information if they allow us to add them to our system.

Notes On Our Processing Fee

Since we are charged a processing fee for credit cards, donors giving over \$20 can be given the option to also cover the processing fee so that their entire desired donation goes toward our efforts.

You may ask them a question such as:

“Since you are donating with a card, we will be charged a small processing fee. Would you like to cover that fee as well so that your entire donation amount goes toward the museum?”

This is especially true of our larger donations. Some donors may not wish to add this amount, and when the museum is busy, staff may forget to offer the option. Both of those situations are fine. Just be sure to **never** add the amount to a transaction **unless the donor is interested** in covering that amount.

There is an option on the POS screen beside the Donation link for entering the charge coverage.

The processing fee is 2.6% plus 10¢. To calculate the amount, multiply the donation by 0.026 and then add \$0.10.

The following chart provides common amounts. Only use the fee amount shown if the guest is donating the exact donation amount shown.

Donation	Fee
\$5	\$0.23
\$10	\$0.36
\$20	\$0.62
\$25	\$0.75

Donation	Fee
\$30	\$0.88
\$40	\$1.14
\$50	\$1.40
\$75	\$2.05

Donation	Fee
\$100	\$2.70
\$250	\$6.60
\$500	\$13.10
\$1000	\$26.10

Paypal Donations

Guests wishing to contribute to the organization through Paypal can access our online donation platform at <https://nationalrfdfoundation.org/donate>

Object Donation

The National Road Museum is primarily a story-driven museum. Although we will possess an archive of objects, documents and photographs over time, at the present we must limit what items we accept. We also work with other organizations who maintain collections of their own.

Appraisals

Please note, we are NOT permitted to offer appraisals of items. If a donor wishes for the value of a donation to be listed on a thank you letter, the object must be accompanied by a recent appraisal by a licensed independent appraiser.

Interacting With Object Donors

Trolley, Bus, Other Objects

If an item is related to trolleys, inform the interested donor that we can accept the donation on behalf of the Hagerstown & Frederick Railway Historical Society. They are to be provided with one of the H&F Society donation forms and encouraged to fill it out as completely as possible.

In additions to Hagerstown and Frederick related trolley items, the H&FRHS also collects:

- Pre-1962 Potomac Edison
- Pre-1948 Braddock Heights (Both Town & Amusement Park)
- Funkstown Amusement Park
- Trolleys around Chambersburg, Greencastle, Waynesboro, Pen-Mar Park
- Railroad service around Frederick's Fort Detrick & US Army Scrap Yard
- Blue Ridge Lines Bus Company
- Pre-1955 Hagerstown or Fred'k city buses
- Cumberland trolleys
- Planned street-rail cable car or horse car companies around Hagerstown
- Pre-1923 area electric companies.
- Pre-1959 trains around Thurmont, MD
- Trains around Catoctin Furnace, MD

Be sure that they select which disposition they desire for the object if the Society does not need or desire the object – options include returning to the donor, transferring to another organization, or selling to support the Society activities including care of retained artifacts.

Boonsboro Items

If a donor wishes to contribute items or documents related to Boonsboro history, inform the donor that you are not permitted to accept items at the counter on behalf of the National Road Museum, and ask them to provide their contact information on the "Potential Donation Inquiry" form which we will keep so that the Executive Director can contact them about the item.

Inform the donor that they will be contacted soon, but also inform them that the item might better fit the collections of other area museums and provide them with a "Donations to Other Organizations" page.

Exceptions:

You may accept a donation across the counter without approval if the item is *directly* related to:

- Pre-1920 National Road in Boonsboro
- Warrenfeltz Hardware
- Boonsboro Ice & Supply Company
- Boonsboro Trolley Station Building
- Boonsboro Basket Factory/Saw Mill
- South Mountain Electric Company

National Road Items

If an item is related directly to the National Road, inform the donor that you are not permitted to accept items at the counter on behalf of the National Road Museum, and ask them to provide their contact information on the “Object Donation Offer Form” which we will keep so that the Executive Director can contact them about the item.

If the item seems significant, is an original document or photograph, and clearly relates to the National Road, offer to call the Executive Director for a determination while the donor is present.

Documentation

One of the most important parts of maintaining an archive is the maintenance of an items provenance. This is the history of an individual item, documenting its past uses and ownership history.

It is very important that donors provide not only their personal contact information so that we have a record of where an item came from, but ALSO any other information they can provide regarding where and how they acquired the object who owned it before, and what exactly it is and where it was used.

For photographs and documents, this may also involve details regarding known individuals referenced, creator, and date of creation if known.

Make sure that every donor selects their desired disposition if deaccessioned.

The Following Forms are in the pockets for this section:

National Road Museum Gift Agreement Form

This form is to be used only if the Executive Director or a member of the Board of Directors has approved an item donation. Keep the completed form with the object and place them together in the break room.

Trolley Object Donation Form

Used when an item is to be donated to the Hagerstown & Frederick Railway Historical Society. Keep the completed form with the object and place them together in the break room.

Object Donation Offer Form

Use this to collect the contact information of individuals wishing to donate an object to the museum. Completed forms may be placed in the inbox or folded and placed in the nearest cash donation box.

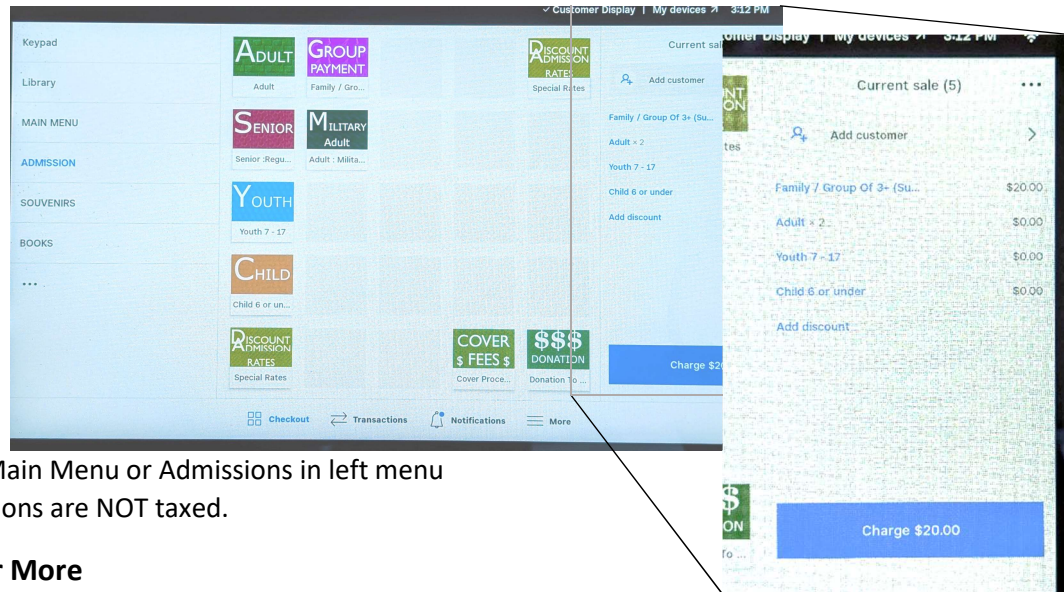
Donations to Other Organizations Form

Provide this document to individuals seeking to donate Boonsboro or Washington County related objects that do not relate to the road, trolleys, vehicles, or our property. The guest should take this form with them to use as reference. Ask they also complete a Potential Donation Inquiry Form as above.

USING THE POINT OF SALE SYSTEM

For specific details as to policies regarding donations, see the Donations section of this manual.

Accepting Admissions



- Go to Main Menu or Admissions in left menu
- Admissions are NOT taxed.

Groups of 3 or More

- Select “Group Payment” and enter the total donation amount on the dialogue that opens up. Click SAVE in the top corner of that dialogue box.
- Add 1 entry per person within the group using the appropriate age group buttons, leave each of these individuals to “0.00” in the dialogue box. Each entry will appear under Group in the list that forms on the right side of the screen.
- Click “Save” in the top corner of the dialogue and repeat to add the next person until everyone in the group has been listed.

Individuals or Groups of 2

- Select the appropriate age group and enter the desired donation per person in the dialogue box that opens up.
- Click “SAVE” in the top right corner of the dialogue box once the desired amount has been changed. Each entry will appear under Group in the list that forms on the right of the screen.

IMPORTANT REMINDERS:

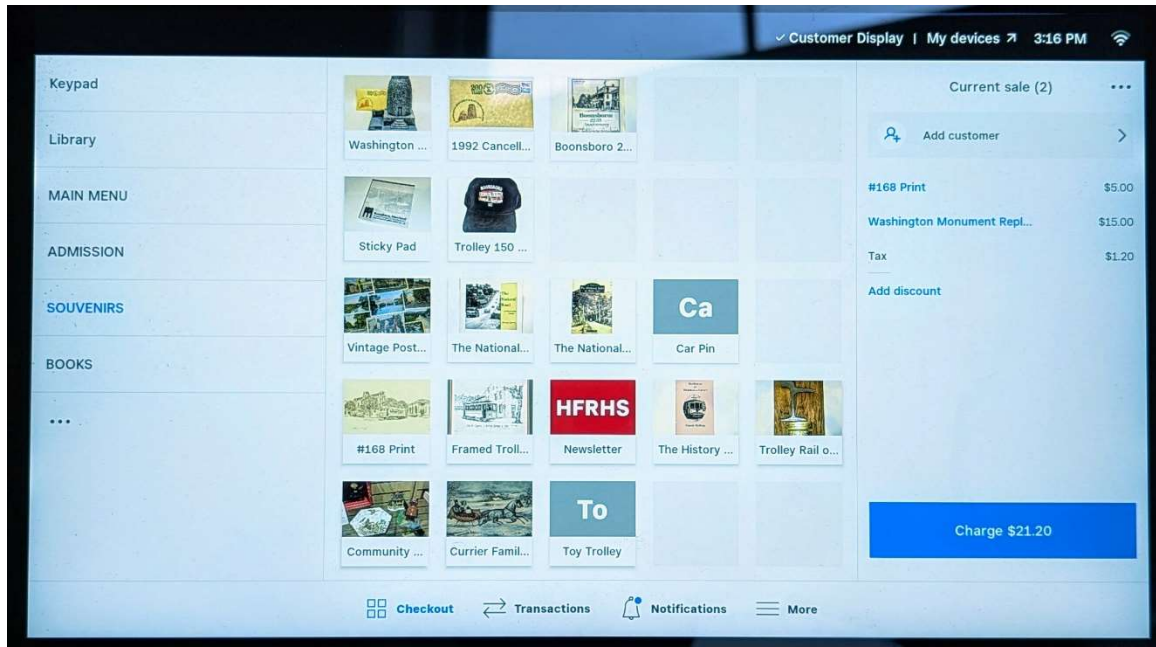
Our museum is NOT “Free Admission.” Remember to inform all guests that we are “Admission by Donation” and that they may choose to give a higher amount in order to support our museum. Guests are welcome to also pay less or nothing, however the suggested rates or higher should be encouraged.

ALL INDIVIDUAL GUESTS should be documented through the register, even if “Group Payment” button is used or the guest enters for free. We use the register system to track our visitor numbers.

Accepting Donations

- Go to Main Menu or Admissions in left menu
- Press “Donation”
- Enter desired amount in dialogue box and press “Save” in top right corner
- If donor wishes to cover the credit card fees, select the “COVER \$ FEES \$” item on the menu and enter the fee amount. To get this amount on the calculator enter:” [Donation amount] x 0.026 “

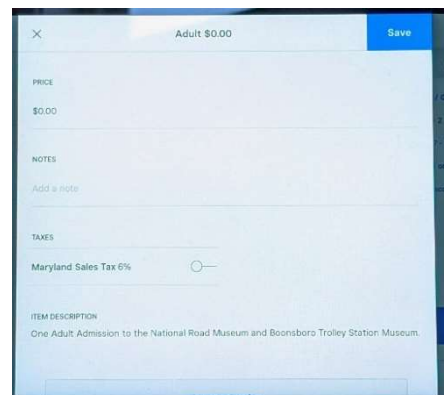
Selling Gift Shop Items



- Find the item in the menu. Several items are listed on multiple menus for ease of locating them.
- Press that item. It will appear in the menu on the right of the screen.
- Sales tax is automatically applied to retail items.

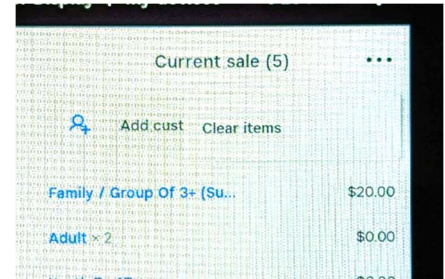
To Edit An Entry On The Transaction List

- In the list on the right side of the screen, press the item you wish to edit.
- A dialogue box will open (see image to left) providing a description of the item and any available options.
- You can add notes here (in example, if a Visitor Center guest enters without giving an admission fee only to use the bathroom and decides to leave a donation on the way out, you may comment that it was a “Post complimentary visit donation” to indicate the visitor entered free but gave on the way out.)
- At the BOTTOM is a button to remove the item from the transaction, at the top, the X on the left closes the dialogue with no changes and SAVE in the right corner will save the changes you have made to the item.



To remove ALL items in the transaction

- Press the **...** at the top right of the list, beside “Add Customer” on the right of the screen and
- Select “Clear Items” which will appear below it.



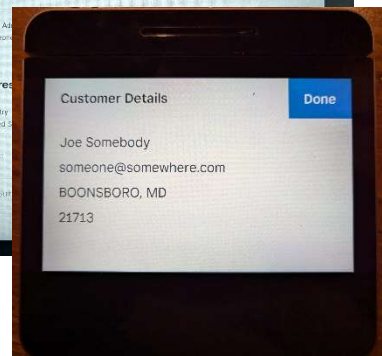
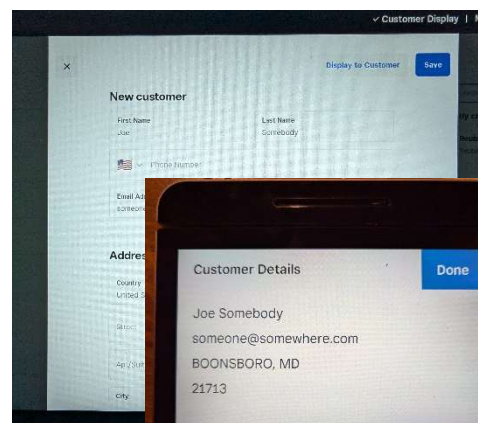
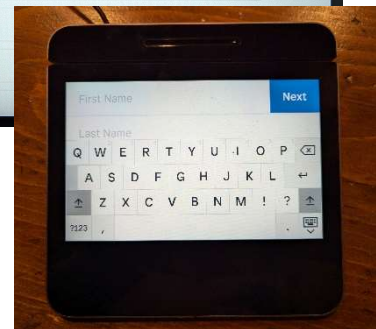
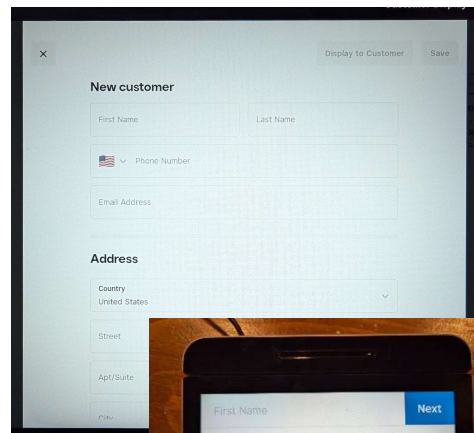
To Add A Guest To Our Mailing List

(not required)

Or to track members or frequent visits by the same guests

Note: This will add their email for receipts, but if they opt-out, a separate dialogue MAY appear after they pay asking for their email or phone number for a receipt. We do NOT get the information entered in that second form.

- Press “Add Customer” on the right side of the screen.
- The “New Customer” dialogue box will appear.
- Invite the customer to fill out the information on the screen facing them, where a similar form appears. (staff screen will change to “customer is entering information” message)
- The touchscreen allows the customer to enter their own information with an on-screen keyboard. Minimum requested is first, last, and email but they are welcome to fill out more information.
- When they are done, they must hit Next at the top or swipe up to reach the bottom of the screen and submit with the blue button.
- After the customer information is entered, a screen will appear to confirm the entered information.
- Press Display to Customer in the top right corner to show the entered information to the guest. They can press DONE to confirm the entry.
- Hit SAVE in the top right corner in order to save that information.



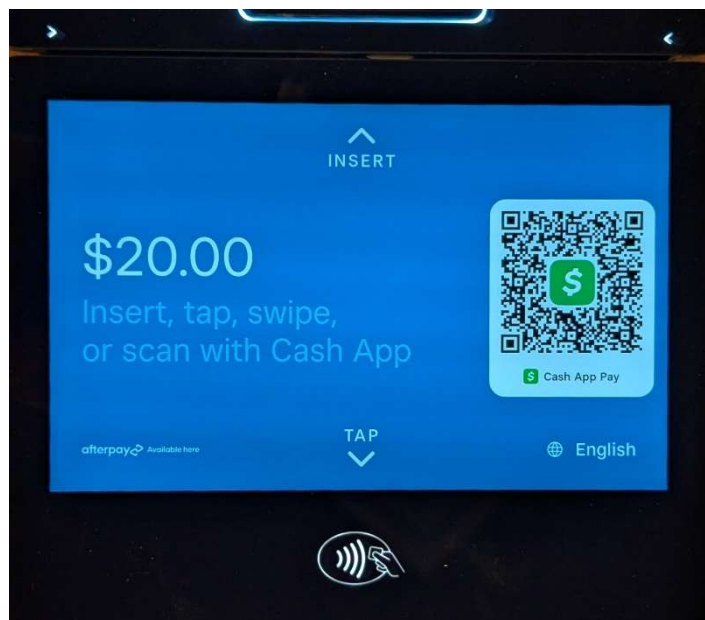
To Check Out

Cash Transactions

- Gift shop items are **NOT available for cash.**
- **WE DO NOT OFFER CHANGE**
- **Cash donations** are welcome in the donation box near the counter.
- **Cash admissions** should be deposited in the donation box near the counter
 - Enter the admission amounts as instructed on Page 36
 - Press the “Charge \$(amount)” button below the list on the right
 - A dialogue will appear. If the individual is not giving money toward their admission there will be a warning that card requires a minimum of \$0.01. You can ignore that message.
 - There will be a list of payment options. Beside “Cash” will be a list of amounts shown in blue. Press ONLY the exact amount being given. If the amount is \$0, there will only be a blue “\$0” visible, press that.
 - Guest will be prompted to select a receipt option.

All Other Transactions

- Admission and Gift Shop items MAY be mixed into the same transaction as long as it is **not** a cash transaction
- After all desired entries have been selected and appear correctly on the list to the right, press the blue “Charge \$____.” button at the bottom of that list.
- A dialogue will appear offering multiple payment options for manual entry. Do not bother with these.
- At the same time, the customer facing screen will prompt them for payment
- Display points to the entry point for chip at the top, there are arrows on either side below that indicating where the track to swipe the card is located just above the screen, and at the bottom the screen points out where to tap the card or device for contactless payments. A QR Code will also appear on their screen to allow for CashApp payment as well.
- The customer can complete the transaction on their end, and will be prompted to select a receipt option.



Restocking

Gift Shop Storage

Extra stock for the gift shop items can be found in the cabinets under the gift shop displays. Some other items may be stored in the break room.

Please inform the Executive Director if inventory of an item is low or exhausted.

Brochure Storage

Most stock of overflow brochures can be found in bins under the greeter desk.

Forms & Documents

Please inform the Executive Director if any forms at the desk are getting low. That includes those kept in this binder.

DOCENT ROLE REFERENCES

We appreciate your willingness to take on the role of docent within our museums. As a docent the Foundation hopes that you will find joy in trying to help our visitors get the most out of our exhibits and become as interested in the history as we are.

As the greeter, you will be expected to do some of the following tasks.

- Greet the visitors as they enter the exhibit hall.
- Provide direction or assistance as needed.
- Answer guest questions to the best of your ability.
- Not be afraid to admit to a guest if you do not know an answer.
- Offer to take guests to tour the Trolley Station Museum if no docent is stationed there.

In addition, we encourage but do not require you to consider the following

- Learn additional information about the exhibit topics which you can use in conversations with guests to enhance their experience.
- Practice a more involved semi-guided tour to further engage visitors **IF** they are interested.

Greeting Guests

Also see Visitor Interaction in Museum Policies

When A Guest Enters Your Exhibit Area

Welcome the guest as soon as you see them.

Introduce yourself and inform the guest(s) that you are there to try and help them with any questions they may have. If there is no docent at the trolley station, inform them that they may request a tour of that museum from you as well.

Try to stay within view of all guests in the exhibit hall at all times, except when they are in the theater or you are actively discussing an exhibit with one of our guests.

When a guest leaves, thank them for their visit and invite them to return again.

Observe Activity

While many of our objects are tactile, in other words meant to be touched by the public, it is expected that visitors will be gentle with our artifacts and “props.” As docent, you have the authority to instruct guests to stop an action, be more gentle with an item, or step away from an exhibit entirely if you witness improper activity such as:

Running / Jumping
Hanging on displays or items

Violently shaking or pulling on objects
Attempts to remove items from a display
Kicking or hitting objects or displays

Or any other behavior that could cause harm to exhibits or injury to that guest or those around them. If a guest refuses to comply, you may contact the Executive Director or ask them to leave immediately.

About Interpretation

You Are An Interpreter

The word “interpretation” is often thought of in the context of translating what is being said in one language to for the benefit of someone who understands only a different language, or at other times the word is understood as defining one’s personal belief about a topic or detail which may be up for debate.

The true definition of the word interpretation, however, is a noun defining the act of explaining the meaning of something.

As a museum docent, your job is to **INTERPRET** the exhibits to our guests. Once you have gained a basic understanding of our displays and the subjects, photographs, and objects within them, you are capable of helping our visitors gain that same insight.

Context is Key

You know what others don’t

Sometimes a guest may not be aware of the same additional details about a subject that you do, and that extra level of information you can provide will allow them to have a far better understanding of what they are looking at or reading. Just be sure that what you share is truth and not hear-say, myth, or outdated information. If you aren’t sure, feel free to ask others.

Others know what you don’t

As our visitor numbers increase, you may also find that we will have guests who will have addition context and insight into the history we teach that you do not have. This is not a reason to be offended or question your worthiness of being a museum docent – it is a reason to be excited! At the very least, you may learn new details or anecdotes you didn’t know. Just be sure to fact check the information after they leave before you begin to share it with the world yourself.

Listening to and engaging these knowledgeable individuals and accepting their knowledge can often improve the quality of their visit, and sometimes may lead to their interest in volunteering or providing further donations to the museums.

Some people have a need to feel in the right, even if they aren’t

Some knowledgeable guests may become aggressive in a few different ways. Never take it personal or get upset, just keep these scenerios in mind:

- If the guest starts to question why you are a docent at a museum but don’t know the information they are sharing, calmly and politely remind them that you are only a volunteer and are still learning, then invite them to continue helping you learn more.

- If the guest becomes loud or boisterous about a museum subject that excites or irritates them to the point of disturbing other guests, find a place in their conversation to interject a firm but polite question such as “That sounds interesting, I want to hear more about _____, but would you mind lowering your voice a little for the sake of our other visitors.”
- If a guest tells you that something you have said or something in the exhibit is wrong, don’t argue it, write down the details in the customer’s presence to research it later.
- If the guest begins promoting details that you know are wrong but seem confident or aggressive in their belief, do not completely discredit their statement. This will likely anger them. Instead offer statements such as “I’ve heard of that before, although I also have hear that...” or even the white lie “I will have to read up on that.” In order to satiate them. These will often be a difficult conversation to get out of, and may require using other guests’ need for assistance as an escape.
- It is very important to not allow other guests to believe inaccuracies, while at the same time not offending or angering the guest who believes those details.
- If a guest mentions an inaccuracy but does not seem aggressive about their belief, it is safe to discuss what you have been informed is the contradictory true information.

How To Interpret

The Art of Questions and Conversations

The best way to help a guest understand our exhibits is through engagement. Instead of short answers, hold a conversation with them if you can whenever they have a question.

Ask Questions

Learn how to read visitor’s expressions and to ask open-ended questions. If, for example, a guest is looking at a photograph and seems to be confused or curious about something within it...

DON’T ask “Do you have any questions about that photograph?”

Because that can be answered with a simple “No,” or even a “Some, but they aren’t important,” consider asking instead something like:

“What detail has caught your eye in that photograph?”

With that question, the guest could still answer “Nothing,” but would be more compelled to reply with the detail that was puzzling them.

Then keep going

Your answer to that question is then an opportunity to not only answer, but engage the visitor in a longer conversation, discussing other aspects of history, posing additional questions, promoting additional ideas and concepts beyond the confines of the exhibit itself.

Make it Personal

It is one thing to see a photograph or an object on display, it is another thing to be able to relate to those things.

When discussing objects with visitors, especially younger visitors, ask them to consider the past or their feelings related to the item.

- Compare the item to modern day equivalents they would be familiar with
- Ask them to imagine having to use or see that object
- Encourage them to imagine being in that place and time
- Question their feelings about the item or image
- Promote the importance of preserving that topic in contrast to present day equivalents.

There are many more options than those listed here, but these examples all can lead to much greater conversations and a far deeper appreciation for history and present day life alike.

Our Objects

The National Road Museum and Boonsboro Trolley Station Museum are classified as “story” museums, meaning museums which exist to tell a narrative story through information and select objects. This is opposed to an “object” museum which exists to display items and explain their history.

While we do not have rows of display cases containing historic items of importance, we do have a thoughtful collection of items on display to accompany the important history we are presenting, some original and significant while others are reproductions.

How we use these items in our conversations with guests also helps them to understand the story we are telling. Objects even more than photographs serve as a figurative time travel device, aiding the visitor’s ability to imagine life in times past.

Teaching Yourself to Teach With Objects

The article on the following twelve pages which was written by John Hennigar Shuh of the Nova Scotia Museum is a classic teaching lesson for new museum volunteers.

As you read this next chapter, think about the items we have on display in our museums and begin to think of how you can interpret with those objects.

Teaching yourself to teach with objects

John Hennigar Shuh

Written in an easy-to-read style, this chapter explores some of the reasons why and how to teach with museum (and other) objects. Writing from practical experience, the author describes some of his own experiences working with objects in Nova Scotia, Canada.

Although this paper is written from a particular perspective in a particular environment, both the teaching methods and the conclusions about the value of using objects in learning are valid in a more general sense.

Trying out some of the ideas suggested in the paper is an excellent way to begin to practise teaching (and learning) with objects. New ideas and new methods emerge all the time.

At the centre of all our programs at the Nova Scotia Museum is a belief in the tremendous power of objects to educate. In fact, we think it is as important for people to learn to use objects as a means of discovering things about themselves and their world as it is for them to learn to use words and numbers.¹

I have worked at the Nova Scotia Museum now for four years and I am still fascinated by what I'm learning about the power of objects to educate. Furthermore, the longer I'm at it, the more I'm convinced that a museum approach to education has a great deal to offer classroom teachers. Unfortunately, learning how to use objects effectively in your teaching is not quite as easy as falling off a log. As is the case with acquiring other important teaching skills, it takes both some time and some effort. To get right down to it, what this means is that you have to learn to read objects as skilfully as you have already learned to read our printed language. And as in all skill development, there is no room for fudging the basics. The foundation of your being able to use objects as a teacher is your learning how to use them yourself for your own continuing self-education.

Since you probably were not trained as a child to read objects, it may be even harder for you to begin to learn this skill than it will be for your students. But don't worry; you don't have to become an expert in order to begin to use objects with your students, and as soon as you do begin you can start to reap some of the benefits.

So perhaps as a first step in helping you learn how to teach with objects, we should look at some of the advantages of this approach.

OBJECTS ARE FASCINATING

One of the major advantages is that most people are capable of being fascinated by 'things'. It seems to me that if you can focus your work with students on something that fascinates them, you are at least starting the race on the right foot.

Of course, to say that most people are *capable* of being fascinated by most objects is not to maintain that most of us actually go through our lives sparkling with enthusiasm for the multitude of objects we encounter daily. As a matter of fact, we simply are not equipped by our training even to see many of the things in our world, much less be fascinated by them; and often our schooling predisposes us to ignore even those things which surround us most closely every day. (We'll return to this later.) In spite of this, however, most people are capable of being fascinated by a tremendous variety of things which they might otherwise ignore – if their attention is drawn to those things. The simplest way of focusing someone's attention on an object, of course, is to point to it or hold it out to them, in effect saying, 'Here! Look at this!' It's also sometimes helpful to ask a simple focusing question or two such as 'Isn't this beautiful?', or 'What do you think this is?', or 'Have you ever seen anything like that before?', or 'What do you think is significant about this?' Museums have evolved quite elaborate devices called exhibits for drawing people's attention to objects – but usually in the classroom the simpler approach is all that is necessary to get the ball rolling.

It is perhaps worth noting that I have held up lots of different objects in front of an amazing variety of people, asked questions about them and never yet have I had someone shrug and say 'Who cares!', 'So what!', or 'Don't bother me with such trivia!' Indeed, my experience has been that when you encourage people to focus their attention on an object, especially the kind of objects we tend to have lying around museums, they generally respond with enthusiasm and begin to generate a whole series of interesting questions themselves.

On one occasion I even found myself involved in a quite exciting session of 'object-based discovery education' with a group of men who were hanging around a Halifax garage. I had been to an in-service in Truro and discovered on my way home that one of my tyres was soft. I pulled into a service station and backed up to the air pump. As I was attending to the tyre, I noticed that a couple of men who had been standing near the pump had caught sight of an open box of mammal skulls that I had carted along to my in-service, and which was now sitting on top of a pile of boxes in my back seat.

'Well, look at that!' one said to the other. 'I bet he was a mean critter,' the other replied. They motioned to some other men who were talking inside the garage, who sauntered over to join them. By the time I was finished with my tyre there was quite a group gathered around the back of my car and they had a lot of questions. 'What's that one?' 'Where did you get them?' 'Is that a dog?' 'No, it's a wolf, isn't it?' 'How can you tell what animal it came from?'

I could hardly ignore these questions. I brought out my box of skulls, set it up on the lid of the trunk and we talked for twenty minutes or so about animal skulls and teeth, and, among other things, about how you can look at the teeth and tell whether a skull came from a plant-eater, a meat-eater, or an animal who eats a bit of everything.

As I drove away, I felt strangely like a street-corner evangelist who had just delivered his first soap-box sermon. I wasn't quite sure I was comfortable with that. But I was also pleased; because I had been talking with a group of teachers earlier that after-

noon about how fascinating such objects were and how useful this made them to teachers; and here my contention had been unexpectedly confirmed, albeit privately, but confirmed none the less.

OBJECTS ARE NOT AGE-SPECIFIC

A second major advantage of using objects in teaching is that, unlike print materials, objects are neither age-specific nor tied to a particular grade level. In other words, students do not have to have attained a specific reading level or stage of conceptual development in order for them to be able to see an object and engage in an educationally worthwhile discussion about it. This is not to say that every object will hold equal interest for students at all levels. But many objects – for example, a stone tool or a queen grab – could be used with equal success in a primary class and with a group of university students. I am, of course, not maintaining that students at various levels will see these objects in the same way. Students at each level will see a specific object through the eyes of their own experience and they will bring to it their own questions and make their own observations. Those of the Grade 1 student will likely be different from those of the Grade 11 student. But beware! This doesn't necessarily mean that the former will be less acute or less valid than the latter.

This point was driven home to me by an incident that occurred a few years ago. In those days, as I wandered around the province talking to teachers about using museum resources in their teaching, I took along a clutch of native Nova Scotia turtles. I used them to illustrate that one of the benefits of using objects was that even young children can often be helped to understand quite complex concepts when they can discover them concretely manifested in objects.

So, as an example, I suggested that the wood turtle, painted turtle and snapping turtle which I had with me could help students understand the quite abstract biological principle that in all creatures there is a symbiotic interrelationship between body structure and behaviour. And then I would demonstrate by taking the wood turtle out of the box and setting it on the floor among the teachers. The wood turtle has a heavy shell both on its back and its belly, which affords it ample protection against predators. So when it looked up at the eager faces of the humans that surrounded it, and perceived them as a threat, it responded by doing the typically turtle thing; it withdrew completely into its shell and became like a rock.

The painted turtle, however, has a much lighter and somewhat less extensive shell, so although it is possible for this turtle to withdraw into it, the shell doesn't afford nearly as much protection as that of the wood turtle. When I took the painted turtle out of its box and it perceived the threatening crowd of humans, it responded by using its very uncharacteristic turtle-speed to try to escape, scurrying away across the floor.

Now, when I took the snapping turtle out of its box and we examined it, we saw immediately that it had no shell covering its underside, only a small, hard, diamond-shaped patch in the centre of its belly. So it simply couldn't withdraw into its shell. But of course, what the snapping turtle has developed is a very aggressive pattern of defensive behaviour. It snaps. It has a very powerful set of jaws and an amazing long neck, which can extend virtually to the back of its shell. Thus it can defend itself effectively, front and back.

So by examining my turtles, it was fairly easy to discover that each species had developed its own complementary adaptations of body structure and behaviour.

Usually the strength of the example was sufficient to make the point, but one day I dropped in with my kits and turtles to Plymouth School, which is down the Wedgeport road, and talked to teachers during their recess. I had been showing off the turtles and talking about them when one of the teachers said, 'My Grade 1's would really like to see your turtles, do you think you could bring them down to my class?'

Of course I agreed, but with some trepidation because I knew that while on one level this teacher was saying to me, 'Oh, do bring them down, my students would be delighted!', on another level she was saying, 'Come on! Put your money where your mouth is! Let's see if your theorizing works out in practice!'

Well, I was pretty sure it would, but I had never tried it out with Grade 1 students before, and so I mentally crossed my fingers as I walked down the hall towards her classroom.

I needn't have worried. I sat with her students who were gathered in a circle on the carpeted floor, and we looked at the turtles and talked about them. They were fascinated and asked good penetrating questions and I was delighted because they really did seem to be getting the point about the relationship between the turtle's physical and behavioural adaptations.

Everything was going well until I noticed out of the corner of my eye that one little brat over at the edge of the group was turning the snapping turtle over on its back. The poor turtle would no sooner right itself, than this beastly kid would turn it on its back again. This same procedure happened three or four times while I was rising up in righteous indignation (all my instincts for the prevention of cruelty to reptiles rushing to the fore) until I towered above the offender.

He looked up at me with innocent excitement on his face, powerful enough to stop me in my tracks. 'Look!' he cried. 'The snapping turtle doesn't just use his neck to get at you to bite you; he uses it to turn himself over so you can't get at his stomach!'

I looked. What he had said was true. The instant that you turned the snapping turtle on his back, he used his neck as a pivot and turned himself over again. We tried the same thing with the wood turtle; it hardly reacted at all. Indeed, it was as much a rock on its back as it was on its belly. Oh, eventually it would have turned itself over, slowly and languorously (I have since seen it do that), but it was obviously in no great hurry on that day.

I was excited! Because not only had this child obviously understood what I had been suggesting about animal adaptation, he had extended the concept beyond the point to which I had taken it. He had discovered something that I hadn't seen. I had spent a lot of time playing with the turtles, looking at them carefully, and discussing them with a wide variety of people, but I had never noticed what that little boy had noticed.

'Well, that's not too extraordinary,' I said to myself, 'after all I'm fairly new to turtles.' So when I got home, I reported what we had discovered to Debby Burleson, the science educator in our section of the museum and the person who had taught me all I knew about turtles. She had never noticed this either.

So I went to talk to John Gilhen in the Science Section, who is 'Mr Nova Scotian Turtle', and who knows more about these creatures and their habits than anyone else I know. He had never noticed this either.

But the little boy in Grade 1 at Plymouth School had noticed it. That's exciting; and says a lot about the power of objects to educate.

OBJECTS HELP US TO DOCUMENT THE HISTORY OF ORDINARY PEOPLE

A third major advantage of using objects in teaching is that they can help you and your students understand something about the lives of the ordinary people who were your ancestors.

Until fairly recently, this sort of thing wasn't a great priority in our society. The conventional wisdom had it that some people 'made history' while others did not. And history, or so this view went, was made by the few and not by the many, by the kings and generals and cabinet ministers and prominent citizens and not by the great mass of ordinary people. This is a view of history with which I now profoundly disagree.

However, the way in which history was taught when I went to school and university certainly reflected this bias; the great concern was with political and military history, with battles, treaties and Acts of Parliament. We were led to believe that this was the true stuff of history.

But even then it didn't seem to have very much connection with who we were, and where we had come from. And I was a middle-class kid from Truro, supposedly the kind of student for whom school curriculums were designed.

I didn't even begin to understand what alienation from school history really was until I taught working-class black kids and white kids in the North End of Halifax, and found that there were virtually no curricular materials available that bore any relationship whatsoever to their lives and their peoples' history.

It was some time around that point in my life as a teacher that I began to realize that, as far as I could see, the major reason for studying history was to learn about our past and thus understand something of the dimensions of our present and the possibilities of our future. But in order for this to work for my students, they had to perceive the history that we studied as their history. For most of the students that I ever taught, and, when you get right down to it, for most of your students as well, their history is not 'history in the great tradition' but the history of ordinary people. This need not limit the scope of your whole course of study, but it certainly does determine the starting-point and the overall perspective.

One of the problems is that for the most part our ordinary ancestors didn't leave much documentary evidence about their lives. Certainly, some of them wrote letters that survive; a few kept diaries that have been preserved; they were included in censuses, and recorded at their births, marriages and deaths. They also sang songs and told tales. From all of these things we can learn something. But among the most important 'documents' that ordinary people leave behind them are the things that they made and used in their everyday lives. And if you learn how to understand what these 'artefacts' have to say, they can shed great light for both you and your students on who these people were and what their lives were like, what their limits and possibilities were, how they thought, what they valued, and how they shaped our world.

USING OBJECTS HELPS STUDENTS DEVELOP IMPORTANT INTELLECTUAL SKILLS

Another significant benefit of learning how to use objects with your students is that it gives them the chance to develop their capacity for careful, critical observation of their world.

Developing this skill requires practice and often we don't provide enough opportunity for this in the course of our students' education. Also, there can be blocks to learning this skill. Sometimes the process is short-circuited because our students already have a name for what we'd like them to look at. 'Oh yes,' they say, 'I know what that is, it's a butterfly.' Period! End of conversation!

In a sense this is not surprising because the ability to put a name on something is in itself a skill that we spend a lot of energy promoting in schools. There is a great deal of emphasis, particularly in the early years of schooling, on helping children learn how to name and number the various things they experience. You can usefully think of names and numbers as generally accepted conceptual and symbolic pigeon-holes into which we stuff the actual things we experience.

This process of naming and numbering is undeniably important. It certainly is vital to our communicating with each other. It helps us to organize our experience. It liberates us from having to treat each thing we encounter as something new and different. And, because we can name and number, we are freed to play with the abstractions without having to lug around the heavy baggage of countless individual things.

So this whole business gets legitimate emphasis in the early years of schooling. Indeed, naming and numbering are the foundation skills of language development and mathematics respectively and these are, of course, keys to the entire educational enterprise.

But often it is important to be able to see our world freshly and without the baggage of old names and numbers, for these can insulate us from clearly seeing the fullness of the world which lies behind our abstractions. We need to develop the ability to suspend our reliance on conventional abstractions so that we can look at things anew, and in a careful, critical way. Ironically, when we do this effectively, it often leads to the generating of new, subtler sets of names and numbers to express our new understanding about the world.

This power of critical observation, then, is ultimately as important an intellectual skill for your students as is the power of naming and numbering. The capacity for fresh, critical observation is the basis of good research, and as your students advance in school that skill becomes increasingly vital. But being able to see the world clearly and to ask good probing questions of it is important in a whole variety of non-academic life situations as well. So it is certainly worth spending time developing this facet of your students' intellects. Using objects in your teaching provides the opportunity.

GETTING STARTED

Enough of the advantages of incorporating objects in your teaching. How do you get started?

As I suggested above, the basic thing you need to do before you can use objects effectively with your students is to learn something yourselves about looking at things carefully and probingly and critically. You need to get enough experience working with

objects yourselves that you begin to trust them as legitimate sources of information. That can be hard, especially for people who were trained in academic disciplines like history where written materials (books, newspapers, pamphlets, manuscripts, letters, grocery lists, etc.) tend to be treated as the only truly valid sources of information.

But how to get started? Well, just as in learning to read there is no substitute for reading, and in learning how to write there is nothing quite like writing, the best way to develop your capacity for looking at objects is to look at objects. It's not even necessary to use museum objects in order to get started. Museums are undeniably a good source of fascinating artefacts and specimens; after all, that's our business. But the world is filled with all sorts of things that will amply reward careful, probing observation, and there are certain advantages to starting with something that is part of your own world – advantages that, I hope, will become clear as we proceed. So choose something that you find lying around your home or school and begin.

AND NOW FOR A LITTLE PRACTICE . . .

A contemporary artefact that I often use in my discussions with groups of teachers is the styrofoam cup. There is no particular reason for choosing styrofoam cups over a whole host of other possible things, other than the fact that in most rooms where I find myself talking with teachers these cups seem to be amply distributed, in people's hands, on tables, on floors and even sometimes in trash cans. And for the most part, the cups don't seem to belong to anyone, so are easily appropriated for my purposes. I've also used ballpoint pens, paper diapers, tape recorders, electric irons, chairs, door-stoppers, hamburger containers and a whole variety of other contemporary objects with equal effect.

So pick up a styrofoam cup and join me in looking at it. How would you describe it? It's a white cup with a narrow base, and sides which flare gradually to a wider lip.

Is there anything significant about this colour and shape?

Yes. It's white because that's the colour of the foam that was used to make it. You can even see the individual beads of foam on the surface, so it's really quite unadorned. I guess there's been no attempt to decorate it because its purpose is simply utilitarian. There is a kind of beauty, though, in the cleanliness and simplicity of the solid colour and the plain lines.

What about the cup's shape?

The flared sides make them easy to stack, and convenient to store. Also, styrofoam cups don't have a handle. They don't need one because styrofoam is a good insulator, so you won't burn your hand holding a hot cup of coffee. But this makes its shape more like that of a glass than that of a cup. I suppose we call it a cup because it would sound strange or contradictory to call it a styrofoam glass.

That's an interesting point. Is there anything else worth mentioning about its size and shape?

Yes. The lip is thicker than the rest of the side. I suppose that this strengthens it, although it may also be more comfortable to drink out of a cup with a thicker lip. It's hard to say. Oh, I also measured how much liquid this cup would hold: six ounces [170 ml], as compared to eight or ten ounces [225 or 285 ml] in an average mug.

I guess that means you get more cups out of the coffee-maker if you're serving a group.

Yes, and make a bigger profit if you're selling it.

Is there anything else worth mentioning about the physical characteristics of this cup?

Yes. The following words and symbols are embossed on the bottom: Fibracan/700S/ Montreal & Toronto.

What do they tell you?

That the company that made the cup was called Fibracan and that it has offices or factories or both in Montreal and Toronto. I suppose 700S is some sort of product code; I'm really not sure. There's also something about the sound of 'Fibracan' – it seems to fit with the current fashion for contracted names and corporate logos that has given us names like Domtar, Alcan, Devco and Canfor. Twenty-five years ago, if the company existed, it was probably called The Fibre Container Company of Canada or something like that. So either it's a new company, or an old company with a new name. Maybe the old company needed a new name when it started making containers out of styrofoam rather than wood fibres.

That would be something worth checking on. What else do you see?

In the centre of the bottom there's a somewhat raised circle about 7 mm in diameter, and the surface of this circle seems rougher than the surface of the rest of the cup.

What do you make of this?

I don't really know. It strikes me that it may have something to do with the way the cup was made.

How was the cup made?

I don't really know. But as I mentioned before, it seems to be made from thousands of tiny particles of foam. Maybe the cup was made in a mould, and the rough part on the bottom indicates the place where the particles were injected into the mould. But that's just speculation. It's obviously machine-made rather than hand-made. But I'd only be guessing at what the machine was like and precisely how the cup was made.

But even your not knowing is significant in a sense.

I don't follow you.

Well it seems to me that it's not unusual that you don't know these things. In some sense it's characteristic of our time in history that we tend not to understand how the things that we use every day are made, what they're made from, where they're made or by whom. This is true not only of styrofoam cups, but of all sorts of things that are probably even more important to us. Our grandparents knew much more than we do about where the things they used came from, how they were made, from what and by whom.

You mean, compare a styrofoam cup with a tin mug, for example?

Sure. The one is made from a strange material, in a mysterious way, in an anonymous factory hundreds of miles away . . .

. . . And the other was made from tin and solder, by Earle Lantz the local tinsmith, in a way that requires some skill, but which our grandparents knew about since they had watched him do it in his shop which was right behind his store, which was in the centre of their village.

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Exactly. So maybe our styrofoam cup tells us that we're a bit more alienated from our world than our grandparents were from theirs.

At the very least, it says something about the complexity of our world, compared with the simplicity of theirs.

What else is significant about your cup?

It's cheap!

What does cheap mean?

It means that it didn't cost very much, of course; that you can buy these cups for only pennies apiece.

If you drank your coffee and tea out of styrofoam cups every day, how many would you use in the run of a year?

At least two a day - somewhere between seven and eight hundred in a year.

Is that cheap?

I suppose not. But at least styrofoam cups are sanitary and convenient.

What do you mean, 'convenient'?

You don't have to wash them. People don't like washing dishes; they'd rather spend their time doing other things.

What do you do in the time you save not washing coffee cups?

It's not that I do anything in particular. I guess it's more a general attitude than a specific exchange. People today always seem to be in a hurry; we're always looking for ways of saving time. And there's another aspect to this too.

What's that?

Well it always used to be the women teachers in our school who were commandeered into washing the cups and saucers. We just aren't willing to do that any more.

That makes sense. What do you do with your styrofoam cup rather than wash it?

I throw it away. It's disposable; it's made to be used only once and then tossed out.

What happens to it when you toss it out?

It becomes garbage.

And what then? Does it decompose easily?

No, like a lot of things that we throw away, it isn't bio-degradable and so it just sits there without rotting. So if it's thrown on the street it becomes part of a garbage problem.

Some people would maintain that we have so many disposable things in our society that even if people didn't throw them on the sidewalk, the sheer bulk of our disposables would mean we'd have a garbage problem.

That's true. Look at the difficulty we have trying to find landfill sites. I wonder if there's a way of re-cycling styrofoam?

Not that I know of. It would be a useful project for someone to work on. By the way, what's styrofoam made from?

I don't really know; but I think it's made from petroleum.

Oh! So we must have lots of oil, since we can afford to throw away things that are made from it so readily.

I'll ignore your sarcasm and answer your question anyway. No, of course, we don't have oil to throw away; but I'd be willing to bet that styrofoam cups were developed at a time when we thought we did. I wonder if our current consciousness about the energy crisis will have any effect on the use of styrofoam cups?

I'm sure it will. You know you can often learn a lot by looking at changes in the patterns of use and distribution of artefacts, and I've been in two schools lately where I've noticed changes that might turn out to be trends. In the first school, some teachers were washing their styrofoam cups and leaving them in their mail boxes. In the second school, they have stopped buying them altogether. They say that since the energy crisis they have become more expensive and that that, coupled with the budgetary crisis in education, has made them unaffordable.

Maybe the museum had better start collecting them before they all disappear.

Not a bad idea.

CONCLUSION

I hope that the foregoing exercise will begin to give you some sense that there is a lot that can be learned from a careful look at even apparently insignificant things like styrofoam cups. The styrofoam cup has quite a story to tell if we're able to listen. It is a story that is not only about styrofoam cups, but also about us, about some of our values and the choices we make, about some of our limits and possibilities, and about some of the crises that characterize our world.

As you're developing your skills with objects it is sometimes easier to see the connections between objects and their broader context if you start with things from our own world. So I think it is worth beginning with the familiar. But after you get the hang of it you'll discover that the same sorts of questions can be asked of historical artefacts, and that they too have exciting stories to tell about the context from which they come and about the lives of the people who made and used them.

As you develop your skills, you'll begin to see all sorts of ways of using objects profitably with your students.

Try it.

FIFTY WAYS TO LOOK AT A BIG MAC BOX

- 1 Smell it.
- 2 Taste it.
- 3 Feel it all over.
- 4 Does it make a noise?
- 5 What are its measurements? Height, weight, diameter?
- 6 Describe its shape, colour and any decoration.
- 7 Can you write a description of it that would give a clear picture to someone who has never seen a Big Mac box? (A sketch would help.)

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- 7 Can you write a description of it that would give a clear picture to someone who has never seen a Big Mac box? (A sketch would help.)

- 8 Why is it the size it is?
- 9 Are all McDonald's boxes the same size?
- 10 Have the sizes of McDonald's boxes changed over the years; will they change with metrification?
- 11 How much has the box's shape been determined by the material used, the method of construction and the box's function?
- 12 Why isn't the box plain white (or black, or purple)?
- 13 What is the function of the decoration?
- 14 What does the lettering tell you?
- 15 Why are symbols, logos and trademarks so important in our society?
- 16 How much is the name 'Big Mac' a reflection of the fashions of our time?
- 17 What does the circled R signify?
- 18 What material was used to make the box?
- 19 What raw material was used to produce this material?
- 20 Is this a renewable resource?
- 21 What does this say about attitudes towards conservation in our society?
- 22 Why was this particular material chosen?
- 23 What are its advantages; its disadvantages?
- 24 How might the box have been different if a different material had been used: for example, wood, or ceramics, or metal, or paper?
- 25 What can you learn from looking at the box and the lettering about how the box was made?
- 26 At what stage of manufacture do you think the lettering was applied?
- 27 Have you ever seen anything like this being made? What does that suggest to you about our society?
- 28 Is the box well designed?
- 29 Does it work well for the purposes for which it was designed?
- 30 How might the design be improved?
- 31 If someone twenty, fifty, or one hundred years ago had set about to design a container for a hamburger, how might they have done it differently?
- 32 Did people eat hamburgers then?
- 33 What might the hamburger container of the future be like?
- 34 What does the number on the inside bottom of the box signify?
- 35 Is this a clue as to where the box was made?
- 36 Where was the box made?
- 37 What did these boxes replace?
- 38 Why not just serve a hamburger on a plate?
- 39 What does a Big Mac box tell us about the people who use it, the people who pass it out and our society in general?
- 40 Show the Big Mac box to as many people as you can within a ten-minute period. How many people failed to recognize the box? What does this tell you?
- 41 Would you get this response in Moose Jaw, Saskatchewan; Burbank, California; or Perth, Australia? What does this tell you?
- 42 Where is the headquarters of McDonalds? What does this tell you?
- 43 Do you deserve a break today?
- 44 How many of these boxes are used across North America every day?
- 45 For how long is each box actually used?
- 46 What is done with them after they have been used?
- 47 Why do you find Big Mac boxes on sidewalks and lawns and beaches?
- 48 Is there anything that could be done to recycle these boxes?
- 49 Is there anything that could replace them?

50 What do you think is the single most significant thing about a Big Mac box? Why?
And now, imagine that you are a Big Mac box and write the story of your life.

This chapter first appeared as a paper in Journal of Education 7(4) (1982): 8-15.

NOTE

- 1 These words are a direct quotation from an internal Nova Scotia Museum document on museum education, but paraphrase part of a statement concerning the educative power of objects written by the editors of *Art to Zoo*, a publication of the Office of Elementary and Secondary Education of the Smithsonian Institution, Washington, DC 20560. Their statement appeared on page 4 of the September 1980 issue of *Art to Zoo*.



BRIEF HISTORY OF BOONSBORO

First Settlers and Travelers

Boonsboro was first settled in 1738 by Captain George Beale, who was granted 100 acres within what is now town limits

A wagon trail formed, quickly becoming one of the main routes west through Maryland due to the terrain.

George Washington and Braddock's men passed through here in 1755 on their way to Fort Duquesne during the French & Indian War (Part of the Seven Years War between Britain and France.)

Early European settlers in this area fled due to an increase in native American attacks following Braddock's defeat to the French and their native allies at that fort.

Founding of a Town

In 1792, George and William Boone, two brothers who were distant cousins of Daniel Boone, purchased Beale's land and neighboring land, and founded a town here with 44 lots surrounding an intersection of the existing main wagon road and the road to Sharpsburg.

William stayed within the town and lead its growth. His farmhouse once faced Potomac Street on a property between Park Lane and Park Drive. The first floor of the dilapidated stone and brick structure along Main Street at the end of Lakin Avenue is believed to have been the Boone store.

The Road

In 1810, a turnpike company, with bank backed funding, improved the wagon road through town. What had once been a Frederick to Hagerstown road was extended and widened in an effort to provide a better road between Hagerstown and the port of Baltimore.

Improvements to the turnpike road continued as the road was extended to Cumberland, connecting with the federal Cumberland National Road project. (an existing road had traveled from Hagerstown to Cumberland along the Potomac River, roughly along the route later used by the C&O Canal.)

With the improvement of the road, the town grew and prospered. A "large" hotel was built at the main intersection in order to serve travelers, soon followed by several other hotels. The first hotel building is now Inn Boonsboro.

In 1823 the road was further improved, with macadam paving being installed between



Boonsboro and Hagerstown, the first use of that process in the United States and one of the first uses outside of Scotland. The Boonsboro road was the first use of wide weighted rollers to pack and secure the stone from shifting rather than relying on the weight of road traffic as developer John MacAdam did.

A National Landmark

During Independence Day celebration on July 4, 1827, residents of Boonsboro climbed the mountain overlooking the town and began constructing a round structure to become a monument toward George Washington. The townspeople built the first 15 feet, and workers returned to finish the rest. It was the first monument constructed in the nation to honor President Washington. (Pictured is after an 1880s restoration.)

In 1831 the town was officially incorporated and Jonathan Shafer was elected Burgess (Mayor.)

The town continued to grow and prosper, but due to railroads this growth slowed after the 1840s.

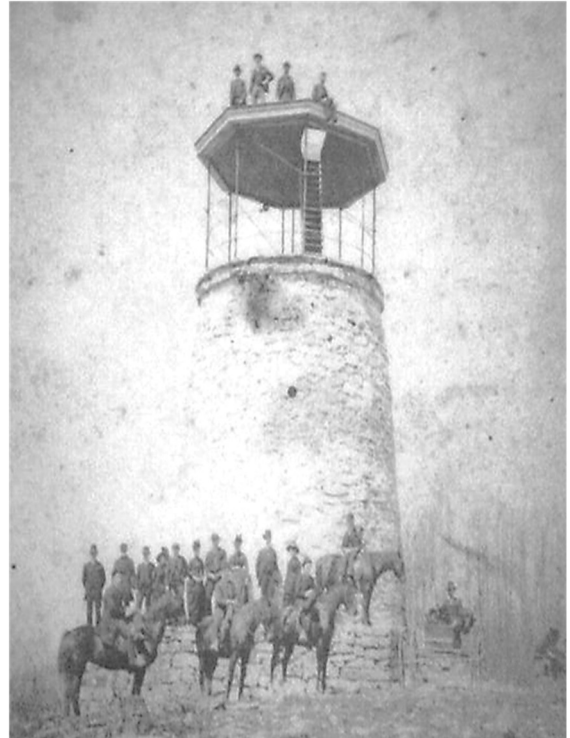
Civil War Crossroads

The first battle of the American Civil War to take place on northern soil happened on September 14, 1862, overlooking the town. The Battle of South Mountain took place at the top of that mountain at a point “surrounding the turnpike road.” The South Mountain Inn witnessed the conflict. Later, Madeline Dahlgren purchased the inn and the land where the battle had been fought and built a chapel on one side of the battlefield.

During the war, Boonsboro residents were split. In some cases even families were split with brothers fighting on opposing sides in the battle.

The Battle of Antietam (also known as the Battle of Sharpsburg) took place on September 17, 1862, only three days later. The Washington Monument was used as a signal tower for passing commands. This conflict was the bloodiest single day of the Civil War. Like other communities as far away as Frederick, many buildings in Boonsboro became makeshift hospitals for the wounded from both sides in the days following the battle. Some buildings remained in hospital use for months, often while the owning families continued to live in the home.

The next year, 1863, the Battle of Gettysburg took place on July 1st -July 3rd. That three-day battle left the highest casualty number of the war and was a decisive Union victory. Confederate troops retreated through Maryland and crossed the Potomac River back to Southern territory at multiple points. Union troops pursued them, attempting to further weaken General Lee’s crippled army.





On July 8th, General J.E.B. Stewart was positioned along the road just west of Boonsboro with his cavalry, protecting the columns of retreating Confederates. Union General Buford ordered an attack against them in order to push back and slow the Confederate retreat. Due to muddy ground, the combat became a messy ground fight, as cavalry troops were forced to get off of their horses in order to try and stand their ground. The confederates were pushed back and retreated farther west where another similar battle took place in Funkstown two days later.

Post War Economic Growth

After the war, Boonsboro returned to being a small agricultural community. It grew some fame as a play titled “The Heart of Maryland” was written with its setting being an actual estate on the east edge of town where Sterling Care now stands. A later silent movie based on the play was filmed on site.

Factories popped up around what came to be known as Warrenfeltz Spring. Many of these factories supported the local fruit and agriculture industries, including a cannery, sawmill, ice factory, and a crate and fruit basket company. The basket company building also at one time also included a grist mill.

In the late 1880s-early 1890s, a company was formed and began constructing a railway route from Boonsboro to Sharpsburg along with a power plant to generate electricity. Both projects ceased and were abandoned before completion. The power plant was torn down and eventually replaced with our trolley station building.

Trolleys came to Boonsboro in 1902, and with them more access to freight and passenger services. A little over a decade later, the roads around the region were also improved and business began to boom in town.

Several hotels remained in operation, and over 20 storefronts were active and attracting visitors from the region. Local shoe and clothing accessory salesman Alfred “Happy” Huffer, who had his store in part of what is now Turn the Page Bookstore, stated in an interview that Boonsboro was one big shopping center and residents from all of the south county came here to shop.



Alfred “Happy” Huffer with a delivery of Ball Brand shoes. Although very faded, we have a Ball Brand Shoes railroad crate in the trolley station.

In 1922, road workers improving Rt. 34 south of town discovered a cavern within a hillside being blasted for paving rock. It soon opened as a show cave that year and has been in operation now for over 100 years under the name Crystal Grottoes Cavern.

During the Great Depression, the Civilian Conservation Corps opened a camp just outside of Boonsboro. That government program, along with the similar Works Progress Administration, provided public service labor jobs for young men to provide employment and reduce the burden on families. Several of the state parks were built during that time, the then-collapsing Washington Monument was restored to its present appearance.

Transportation Declines and the Modern Era

Trolley service ended in October 1938, with trolley 151 serving as the last car to leave town. The trolley company also owned bus services, and bus service to Boonsboro continued.

Over the next several years, the bypass of Route 40 would be constructed several miles to the north, taking most road traffic away from Boonsboro.

The Works Progress Administration ultimately provided the town with Shafer Park, which opened in 1939.



An area family picks raspberries on South Mountain

Boonsboro became best known regionally for fruit exports, with primary crops being peach orchards, vast mountainside raspberry patches, and most notably a unique and highly sought after variety of heart of gold cantaloupes. While local peaches, raspberries and cantaloupes can still be purchased at Cronise Market, the unique varieties which were highly regarded are now believed lost to history.

Today the town celebrates its history and heritage. It is the home of several spectacular small museums, one of the region's best farmers markets, highly regarded community events, and several very active government committees and civic organizations which are constantly seeking to improve the quality of life for residents and visitors alike.

Father of the National Road

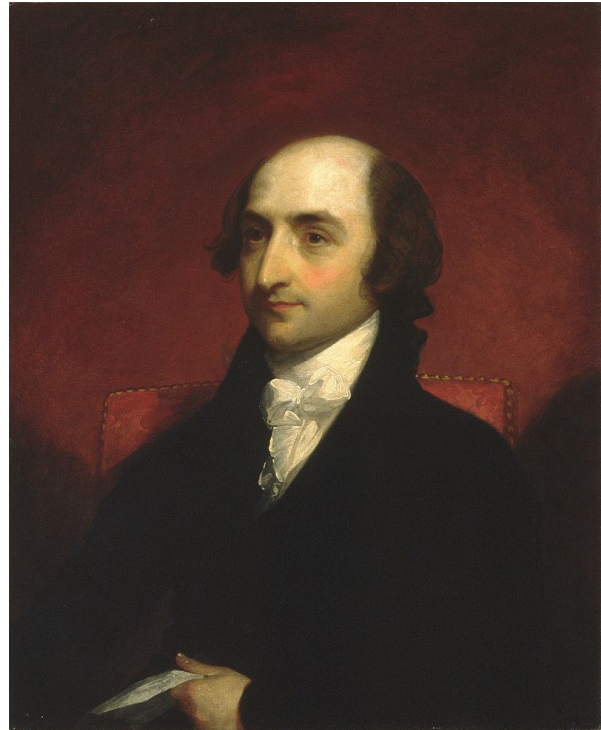
Albert Gallatin (Abraham Alfonse Albert Gallatin) was born in Geneva (Switzerland) and had French as his primary language when he immigrated to the United States in the 1780's. He was elected to the Senate in 1793 representing Pennsylvania, and became a political rival of Alexander Hamilton's positions on the economy. After losing his place in the Senate, he was elected to the House of Representatives in 1795. In between the appointments, he helped to quell the Whiskey Rebellion.

After helping Thomas Jefferson win the 1800 Presidential Election, Gallatin was appointed Secretary of the Treasury. He would keep that position for 14 years, and managed to finance the Louisiana Purchase and took part in the treaty that ended the War of 1812 while at the same time ensuring stable government finances and reducing government debt. After stepping down from the Treasury, he became ambassador to France and later Britain.

While he ultimately left politics, he remained active in civics and humanitarian causes, serving as



Gallatin in his later years.



Secretary of the Treasury Albert Gallatin

President of the New York branch of the National Bank as well as President of the New York Historical Society. Gallatin also helped found the American Ethnological Society and New York University. He was opposed to slavery, fiscal irresponsibility, undue taxes on goods, and was an advocate for free trade. One of his interests which he turned into a serious study was that of North America's indigenous languages. Much of his life he also pursued an interest in farming in western Pennsylvania.

Albert Gallatin retired to Astoria (today known as Queens, New York City) in 1828, and kept his primary residence there for the remainder of his life. He died in August of 1849 at the age of 88. His wife had passed away only months earlier. At the time, he was the last surviving senator from the 18th Century. Among the many tributes to his memory are statues, roads and waterways named in his honor, and his likeness as the featured individual on the 1862-63 printing of the \$500 bill.

Gallatin's "National Road"

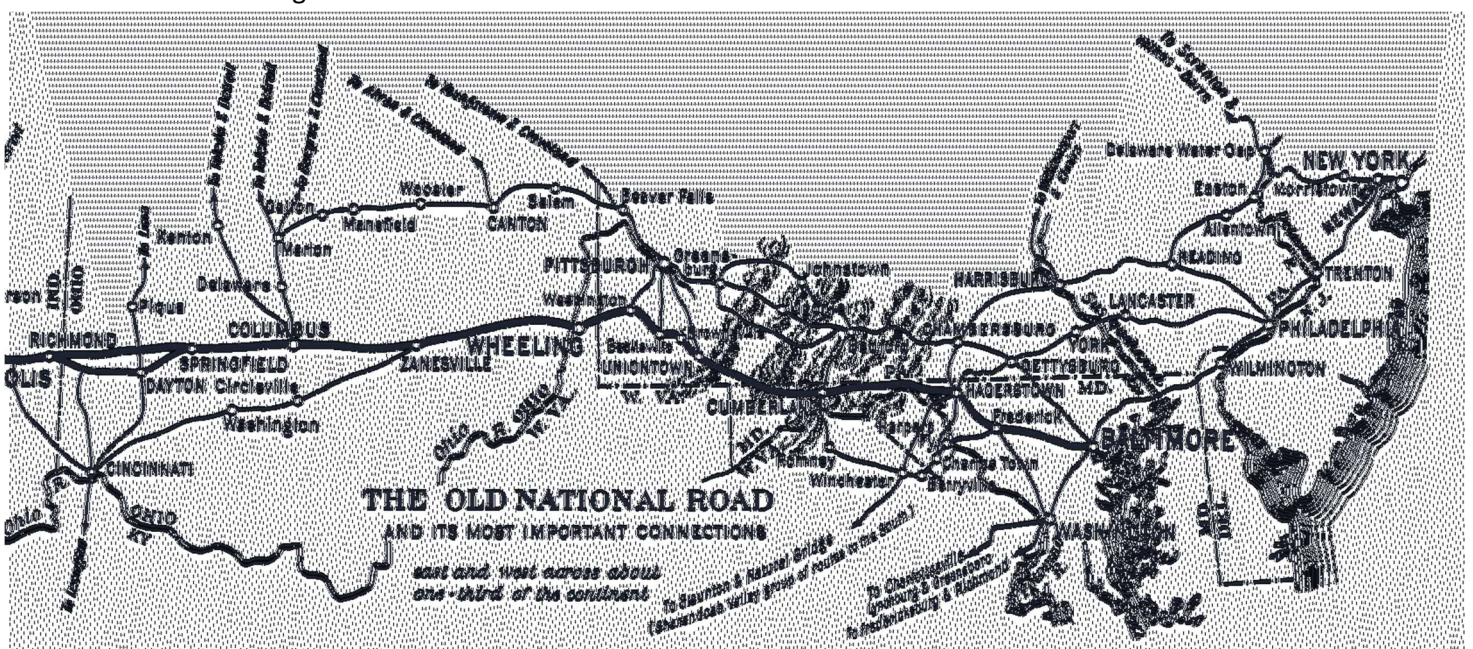
While serving as Secretary of the Treasury, Albert Gallatin developed the concept of the Historic National Road among a publication he prepared with several other major transportation infrastructure proposals and plans for how to fund them. After much opposition from Congress, the idea of this westward road was authorized by both chambers Congress in 1806, and signed into law by President Thomas Jefferson on March 29, 1806. It became the nation's first federally funded interstate highway opening up the country and facilitating America's westward expansion.

(Note: Many of Gallatin's other proposals, though initially rejected, were ultimately adopted in the late 19th through mid 19th century including the routes of several major interstates and canals. His proposal for a canal along the Potomac River resembled what would become the C&O Canal – but his plan predicted the western terminus of the canal at Cumberland to be fed by the National Road rather than the C&O Canal's lofty goal of a trans-Appalachian waterway.)

Under Gallatin's plan, the road construction would be funded by a portion of the revenues made by the government by selling land in the newly adopted state of Ohio. This funding plan was duplicated as additional states were formed which the road would be used to connect.

Companies working with the State of Maryland were already in the process of drastically improving roads between the port of Baltimore and the western edge the state at Cumberland. The original road traveled from Williamsport along the river to Cumberland, but plans were already in place to travel a more direct route. Because of this, Congress decided to not interfere with the existing state projects and instead begin the federally funded extension of the roadway at Cumberland.

In 1811, after a challenging surveying project, a contract was awarded to build the first 10 miles of road in compliance with strict requirements regarding the road's width, surface and elevations. By 1818, the road had crossed Pennsylvania and western Virginia (now West Virginia) reaching as far as the Ohio River at Wheeling.



As additional states were added, extensions of the road were funded, until the federal construction ended in Vandalia, Illinois in the mid 1830s. Like in Maryland, existing roads connected Vandalia with the planned western terminus of the road in St. Louis about 70 miles farther.

Debate over the constitutionality of internal infrastructure improvements served to delay parts of the extension of the road for the last several years. Congress, as had been the case before Gallatin and Jefferson's promotion of the project, believed that the Federal Government had no place funding roads. By the early 1830s, the federal government had begun conveying the responsibility for maintenance of the road to the states through which it runs even while completing upgrades of portions of the road to Macadam earlier that year.

After construction to Vandalia was completed, the remaining portions of the Road were turned over to the states which they traveled through. The Historic National Road soon became a toll road as most of the states erected toll gates and toll houses to collect fees from those using the road.

Macadam Road

The Macadam process, which is presented in the National Road Museum exhibits, was a method of reliably paving roadways with stone without needing the extensive foundation found on ancient Roman roads and later roman-inspired roads across Europe. The process was developed by Scotsman John Loudon MacAdam, Surveyor General of the Bristol Turnpike Trust in Britain, in the early 19th century.

His process was far simpler and more effective than other road theories at the time and involved workers meticulously chipping at stones (by splitting and then using a process of tapping called "knapping", which was similar to that used to make arrowheads and other tools from stone) to precisely fit one of three sizes. Large stones would be laid first, within parallel edging stones, followed by medium and then much smaller stones. Once a weighted roller passed over, the three sizes would be interlocked and formed a solid surface. The center of the road was a few inches higher than the edges, and ditches and culverts would carry water away from the roadway to prevent mud, ice, and water damage.

The first use of the Macadam process in the United States was the Boonsboro-Hagerstown Turnpike Road from here to Hagerstown – the last portion of the road to Ohio to be formally improved. The poor quality dirt roads took "fast" stage coaches much of the day to get from here to Hagerstown, and after the macadam improvement they saw significant improvement.

With the success of the Boonsboro Turnpike Road, the Cumberland Road (National Road) was upgraded beginning several years later, making the federal National Road the second use of the process.



A painting of the macadam process commissioned by the Foundation, depicting the installation of the Boonsboro-Hagerstown Turnpike Road.

COMMON QUESTION – IS ASPHALT MACADAM?

Early macadam was held secure by limestone dust left over from the breaking of the rocks and ground from the stone by passing wagons and horseshoes. This limestone dust would get wet and then dry and formed a slightly adhesive bond.

Asphalt is ground stone of similar size which is mixed with heated tar and often laid upon a bed of packed gravel. Many refer to asphalt as macadam because of the adhesive properties of the tar being similar to that of the limestone dust and the layering above gravel. While even some industry professionals will use the terms interchangeably, asphalt does not have much similarity to macadam.

Though it is also far from being macadam, concrete road surfaces could arguably be said to be a closer match to the macadam process than asphalt, as concrete consists of stones of various sizes held together in a solid mass formed by limestone, shale and clay which has been heated and then crushed to powder and then mixed with water before being left to dry.

Road Communities

As work on the Road progressed, a settlement pattern of towns and villages developed that is still visible to travelers today. The Road became Main Street in these early settlements, earning the nickname "The Main Street of America." It has also been dubbed "The Road That Built The Nation."

Small communities became major commercial centers over time, including Cumberland in Maryland, Brownsville, Uniontown, and Washington in Pennsylvania, Wheeling in Virginia (now WV,) Zanesville, Columbus and Springfield in Ohio, Richmond, Indianapolis and Terre Haute in Indiana, and of course the road's official terminus of Vandalia in Illinois.

Along the entire length of the road, taverns and inns appeared every couple of miles – profitable businesses which provided meals, lodging, and of course drinks to travelers and "wagoners" alike. Some of these had contracts with stage coach companies, of which there were several.

Small towns that formed often provided a few of these, as well as carpenters and blacksmiths and other professionals capable of repairing wagons and shoeing horses. Stores also appeared in and around these communities to serve not only residents, but also those traveling the road with much needed supplies.

American currency was still in its infancy during the heyday of the road, and foreign coins were much more frequently exchanged, especially some Spanish coins which were at times used as the standard for pricing of drinks, meals, lodging, and services related to horse care which inns would offer.

Mile Markers

Mile markers were an important component in early Historic National Road travel. These markers lined the road serving to tell travelers how far they were from their destination and became an important icon in early Historic National Road travel. Different sections had different style markers. Maryland's "eastern extension" road from Baltimore to Cumberland used carved stone markers, usually with a curved top and bearing a number followed by "to B," indicating the distance to Baltimore from that spot in miles. Some Maryland markers were known to have later short brass poles fixed to the top which may have been used to tie horses for brief stops.

The Federal section used primarily two sided cast iron markers in obelisk shape which indicated the distance to Cumberland on one side, and Wheeling on the other. Ohio's markers were also stone in a rectangular shape with a slightly curved top surface, one corner facing the road with the top smoothed and bearing the distance to Cumberland while the distance to the nearest notable communities were marked under that facing their respective directions.



Seen here are, from left to right: 1.) the nearest marker to our museum, still intact at the corner of Main Street and Rt. 66/Mapleville Road which is of the same marble as the Cool Hollow Road marker displayed in the theater, 2.) the marker from Flintstone, MD which is displayed in our exhibit hall, 3.) An iron federal marker in Tridelpia, WV, 4.) a stone marker from Ohio.

Many milemarkers survive in place today. As the road has widened, some have been moved laterally from their original place. Some have been destroyed or severely damaged by vehicles like the one in the theater, others like our Milemarker 119 could not be put back near their original site. The marker in front of the Middletown Historical Society's museum was originally located at a point now within the roadway at the intersection of Alternate Rt. 40 and Church Street in that town.

The Best of Times

The 1840s were peak years for travel along the Road. Taverns and inns enjoyed brisk business and the Historic National Road was celebrated in song, story, painting and poetry.

Stage lines transported many famous persons along the nation's "Main Street," including presidents and future presidents, such as Monroe, Jackson, Polk, Taylor, Harrison, Fillmore, Van Buren, Buchanan and Lincoln, as well as notables such as Lafayette, Albert Gallatin, Henry Clay, Sam Houston, Daniel Webster, Davy Crockett, Chief Blackhawk, Jenny Lind, and P.T. Barnum.

Huge Conestoga wagons hauled produce from frontier farms to the East Coast, returning with staples such as coffee and sugar for the western settlements.

The clamorous and busy sound of hoof and metal wheel straps on stone roadway, wagon bells ringing, shouting wagon drivers, horse whinnies and a cacophony of livestock noises were commonplace in road communities including Boonsboro.

Hotels such as the one now known as Inn Boonsboro were highly prosperous.

Overshadowed by Smoke

By the middle of the 19th Century, a new form of transportation, the railroad, overshadowed the Historic National Road and the prominence and prosperity of the Road was overtaken by the "iron horse." The Historic National Road experienced a steady decline in use because of the expansion of canal and railroad systems.

Initially, the railroad was little threat. The first commercial passenger and freight railroad in the nation – the Baltimore & Ohio Railroad – formed in 1827 while the National Road was nearing completion, and had stopped westward construction at Harpers Ferry a decade later. For the first several years, the railway was still using horse drawn wagons on rails, only slightly faster than the road. Early steam locomotives could travel at about 30mph, but were still not very strong.



One of the surviving tollhouses was the first that travelers on the Cumberland Road came to on their journey. It is in LaVale, just west of Cumberland, and is restored to appear as it did when used as an active toll house, complete with living history interpreters. Visitors are encouraged to pay the tollhouse a visit.



A replica of the 1831 B&O RR locomotive YORK on display at the B&O Museum in Baltimore. It could travel 30 MPH, and had enough fuel on board for about 80 miles travel. Seen behind it are a stagecoach and Conestoga wagon for reference.

In the 1840s and 1850s, the railroad continued west once more while drastic improvements to steam locomotives were being made. Cumberland was reached in 1842, and Wheeling in 1853, now much faster steam locomotives could pull far more cargo at a time between some of the same major points that had made the road prosperous. By the 1860s, the railroad had connected St. Louis to Baltimore and was continuing west to Chicago.

The Road Declines

Life along the Historic National Road grew quiet for a time. Portions of the road – especially the private turnpike “bank” roads east of Cumberland – began to fall into disrepair. Many of these were still just dirt, and as tolls decreased, so did maintenance as the governing companies began to go bankrupt or neglect their charge. At some points, rain and winter thaw could make the road almost impassible. The 6 miles from Middletown to Frederick could take a full day to travel, for example. Some farmers and local businesses attempted their own repairs to marginal and temporary success. Even the state funded portions were without adequate budget, and it was said that as soon as the engineers would finish a repair, the weather would return the road to its previous poor condition.



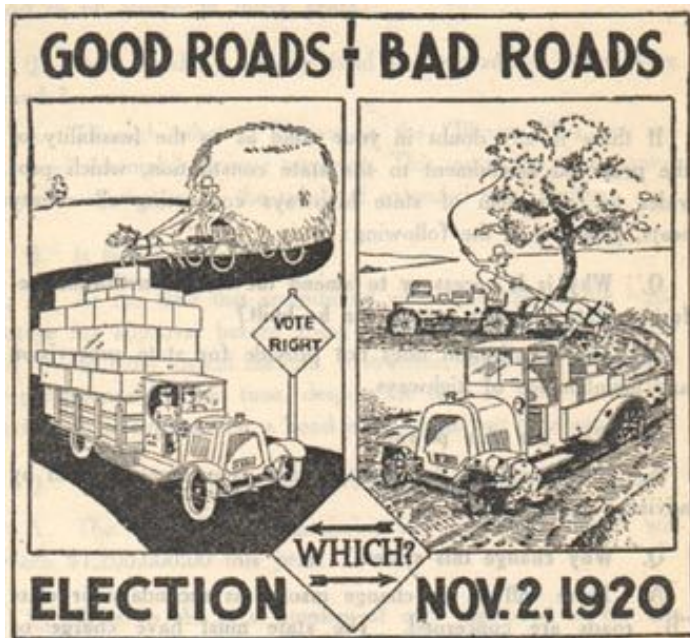
A New Era

In the late 19th century, a collective effort formed by a coalition of farmers and bicyclist enthusiasm groups know as the Good Roads Movement. This group began petitioning and proposing ideas for the drastic improvement of road surfaces. As the movement gained traction with the federal government in the early 20th Century, their ranks were joined by the automobile industry and its own enthusiast groups. The states took some action in an attempt to appease these groups, but their efforts were mediocre at best.

The Federal Aid Road Act of 1916, signed by President Woodrow Wilson, was the first federal highway funding law since the construction of the National Road. It established federal aid for highways as a national policy and was instrumental in extending and improving the country's road system. By the mid-1920s, many of the major roads in the United States had been improved and were being adequately maintained with some form of paving.



A stretch of Rt.40 nearing the end of improvement work.



(Today, US 40 travels only from Atlantic City to Silver Summit, Utah, near Salt Lake City.)

With these new improved roads, the desirability of automobiles and bicycles drastically increased, and in turn so did the number of travelers on these roads. Tourists driving the road stopped at many waysides to eat, to shop, and to sleep causing a new generation of travel and entertainment facilities to appear on the landscape to meet their needs - gas stations, restaurants, motels and tourist cabins, drive-in restaurants and drive-in theaters.

The Historic National Road, U.S. Route 40, was the busiest it had been since its heyday of the 1840s. However, instead of Conestoga wagons and stagecoaches, there were tractor-trailer trucks, buses and automobiles. Inns and taverns were updated as restaurants, motels and hotels. The hustle and bustle of travel had returned to the Road.

Alternates and Dual Highways

Over the years, the road had been realigned and bypassed in several places to provide a smoother and straighter road. In the early 1930s, several bridges including the bridge shared with trolleys at Funkstown were improved or widened, and in 1938 it was decided to replace the winding mountain climbs between Frederick and Hagerstown. A new, far straighter route was planned which included significant dirt fill and several cuts into South Mountain and Catoctin Mountain in order to accommodate the paved road.

It was decided that the western portion of this new road entering Hagerstown would end in a divided road referred to as a "dual highway" in order to accommodate more traffic, and that the right of way would be maintained allowing for the rest of the bypass to be upgraded to a dual highway if needed. This new "Alternate 40" was never upgraded, however many years later it was given the official Rt. 40 number, and the original historic road demoted to the "alternate" role.

The Federal Highway Act of 1921 provided for a national highway system of roads that would allow for transcontinental travel. Several old roads were merged to form these transcontinental routes. The National Road became a part of the New York to Los Angeles "National Old Trails Road" along with portions of what would later become Route 66.

Many roads including the Historic National Road were realigned again in 1926 to be incorporated as part of the U.S. Highway System that changed named roads to numbered roads such as designating the Historic National Road as U.S. Route 40. This new Rt. 40 traveled from Atlantic City, NJ to San Francisco, Ca.

Advent of the Interstate

By the 1960s, road use was becoming far heavier and even the new Route 40 between Frederick and Hagerstown, as well as other areas, saw congestion and backups.

Nationwide, roads were being improved and replaced once again through president Dwight D. Eisenhower's National Interstate and Defense Highways Act of 1956, which served to create a limited-access interstate system.

A divided dual highway road was built between a point just west of Ellicott City to Frederick as a new replacement for that stretch of the Historic National Road (you can find the eastern point of this bypass as the point where present day Rt40 briefly meets the original Historic National Road which there is now called Rt 144/Frederick Road, and then interchanges with I-70). Another similar bypass of Rt40 was started at Hancock before it was decided to connect these and identify this new interstate as I-70.

Note: Roads are given a two-digit number in an increment of 10 if they are deemed a major artery road.

Interstate Highway 68 was also soon constructed, and along with the completed I-70 superseded U.S. Route 40 as the primary transportation routes through the region.

The Modern Historic National Road

The Historic National Road was designated as a National Historic Civil Engineering Landmark in 1976 and a State Heritage Park in 1994.



In 2002 it also earned the designation as a National Scenic Byway with the official title "Historic National Road," and the far more prestigious title of being an "All-American Road." These two titles require a roadway to match specific cultural, historic, natural, and other criteria, and the Historic National Road is one of a very small number which meet the criteria for both.

Both original road and bypass remain busy commuter routes, but they also retain many of their scenic vistas and some of the same attractions that were present during one or both of the National Road's peak usage eras. Some of the original National Road inns and taverns remain active restaurants or hotels, a few roadside attractions remain open for visitors, and most – but not all – of the road towns continue to exist and call the road home.

Many continue to call the road the Main Street of America, a nickname shared only with the famous Route 66.

OTHER NATIONAL ROAD EXHIBITS

While we are the only museum in Maryland dedicated specifically to the road, the following exhibits do exist:

Crossroads of America exhibit at the Allegheny Museum

3 Pershing Street, Cumberland, Maryland

This exhibit in Cumberland's primary history museum covers the development of all transportation routes which met at Cumberland, including the railroads, C&O Canal, and the National Road up to the Depression.

Their exhibit includes many models, a Conestoga wagon, and a small cross-section of a portion of the National Road from the bottom layer of macadam to the modern asphalt.

Fort Necessity & National Road Interpretive Center

Farmington, Pennsylvania

A recreation of a fort constructed under the direction of George Washington is the centerpiece of this National Historic Site along the road just over the border into Pennsylvania. The visitor center displays artifacts related to both the fort and the road.

National Road & Zane Grey Museum

Norwich, Ohio

This museum tells the story of the National Road with a focus on Ohio, while a majority of the exhibit hall is also dedicated to local pottery and the life of popular western novel author Zane Grey who lived nearby. National Road exhibits follow a diorama which depicts different areas and eras of the Road's history. Carriages and artifacts related to the road inside and out.

National Road Interpretive Center

Vandalia, Illinois

This exhibit is similar to our own facility in size and outward appearance. Exhibits give an overview of the road with some artifacts, small theater area, and a replica of part of a Conestoga wagon. Exhibits also touch on Abraham Lincoln's connection to Vandalia.

THE TROLLEYS

What is a Trolley

By definition a trolley is any vehicle which operates with electrical power collected by a straight pole above the vehicle. The term originates with the pole itself, known as a "trolley pole" due to its most common placement dragging or "trolling" behind the vehicle. There are some road buses in big cities with this design, however the most common use of this process involves lightweight railroad vehicles.



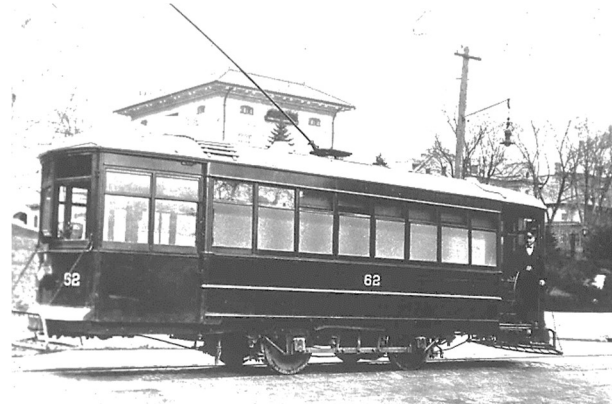
Vehicles that get their power from an electrified third rail or a cage-like "pantograph" above the vehicle are not trolleys despite similarities.

There are two groupings of trolley service:

Streetcars were the most common, services in big cities and their immediate suburbs which travel within or alongside busy streets and serve commuters. Many of these were smaller and more lightweight vehicles, often low to the ground, and in later years designed to be fast enough to keep up with road traffic.

Interurban trolley services were those designed to connect destination towns together. These could be one town to another, or a whole network serving many towns. Often interurban cars were higher off the ground, heavier, and faster. Many interurban railways also operated freight trains. Most of the interurban railways that survived were still meant for commuting into larger cities. Such as Philadelphia or Chicago.

The Hagerstown & Frederick Railway which served Boonsboro was among the largest of the "rural" interurban railways, and also offered some early streetcar service.



A Hagerstown & Frederick Railway Interurban "Combine" in Middletown (left) and one of the H&F's "Nearside" streetcars on North Potomac Street in Hagerstown (Right), both with their driver posing in their doorway for the photograph.

How a Trolley Car Functions

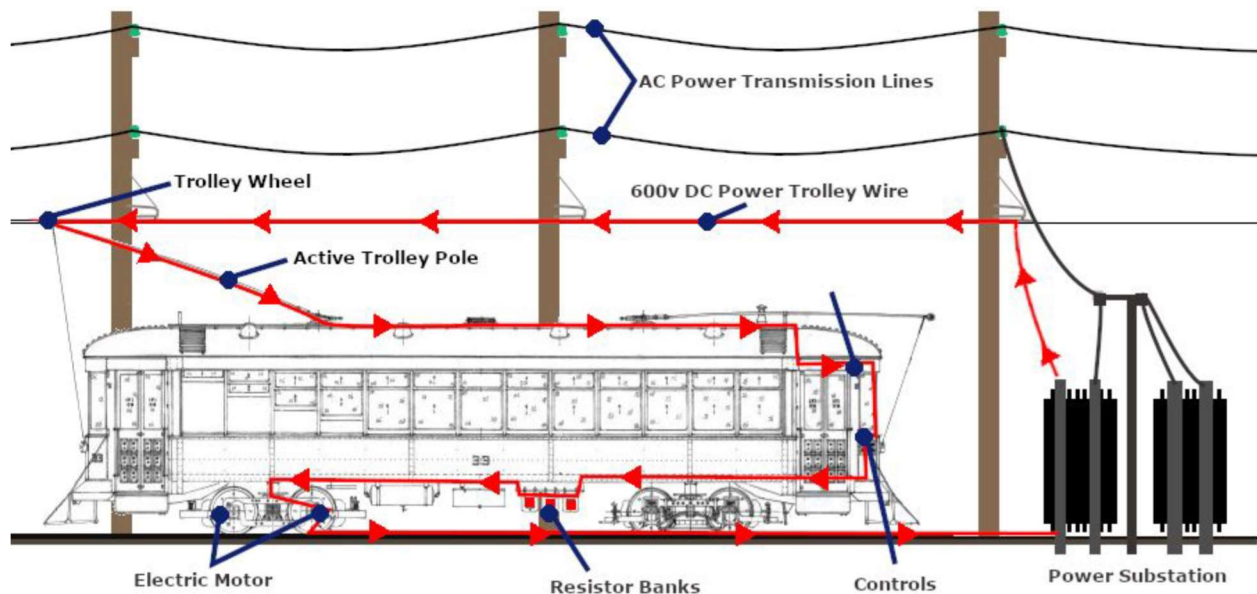
Most trolley railcars operate off of a Direct Current, or "DC," electrical system operating somewhere between 550 and 650 volts.

Most modern electrical systems in our houses and businesses operate with Alternating Current (AC) electrical power. That was not the case at the turn of the century when Thomas Edison began constructing DC Power Plants around the country. Use of AC power grew in popularity because it could be transmitted long distances, whereas DC power is limited in range and often a power plant in the middle of a city could only serve up to a mile radius.

To run a trolley service, the railway would transmit the AC power in wires alongside the rail line, and convert it to DC power at any of the power substations located approximately 2 miles apart alongside the tracks. The positive charge would then be sent through a copper wire, known as the Trolley Wire, suspended above the trolley tracks.

Every trolley car has a pole mounted to the roof, this is held in a mechanism containing very strong springs arranged in such a way that they pull upward on the pole to keep it elevated. At the far end of this pole is metal wheel which looks like a pulley wheel. Some modern trolleys use a carbon-based friction slider that cups around the wire instead of using a wheel, but in both cases the object at the end of the pole is designed to hold in place against the underside of the trolley wire

The entire mechanism is made of conductive metals and collects electricity from the trolley wire taking it down to the trolley car through strong wires which connect the poles to the control area.



The control stand, or driver controls, were located at the very end vestibule area at one or both ends of the trolley. All of the Hagerstown & Frederick trolleys were bi-directional with control stands on each end, since there were not turntables or loops at the end of routes to turn the trolleys around. Most larger trolleys had a trolley pole on both ends, while smaller cars had a single pole at the middle which could be pulled to face the other direction on a rotating pivot.

In the control area there are compartments with fuses and electrical breakers, and a large On/Off switch mounted on or hidden just inside the paneling above windows and doors. From these, the power is sent out to the various electrical devices, air compressor and lights within the trolley, all made to run off of 600 volts, while the main power supply continued to a tall control stand mounted to the floor.

The control stand has a reverser and a control handle. The reverser would be pushed away or toward the driver to indicate which direction to send the trolley – forward or backward – or was left in the middle for neutral. The control handle was turned in a partial arc toward the driver, clicking into one of up to 8 “notches.” These notches were different contact points inside the stand diverting the power into different wires that in turn determined the amount of electricity to send to which motors.

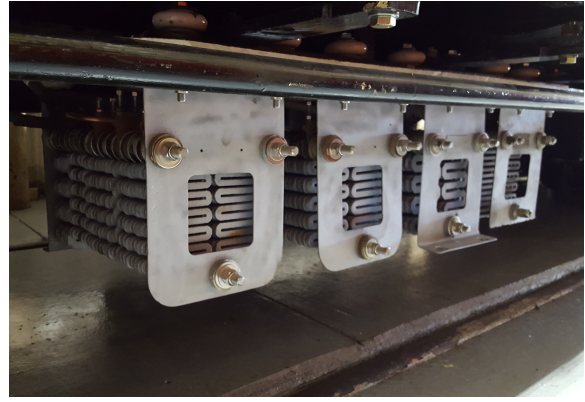
The driver gave the trolley power until it reached the desired speed (some trolleys didn’t have speedometers and drivers had to judge speed by observation), and then would switch the control handle back to neutral and glide. While gliding or going downhill, the driver would use a separate air brake handle to “feather” the brake, controlling the trolley speed with the brakes and only applying power again when the trolley slowed down too much. The air for the air brakes also was attached to the control stand, and in some trolleys turning the handle all the way could open the doors of the car pneumatically. In other trolleys, the driver letting go of the control handle would instantly switch off the power to the trolley and/or cause the brakes to immediately activate and stop the trolley, similar to the “dead man switch” on modern locomotives.

Every time the driver selected a notch on the control stand, the electrical current would be sent through the selected wires to a bank of large resistors mounted to the bottom of the trolley to reduce the amount of power going to the motors if needed, before being sent to the motors themselves which were attached to the axles of the trolley. Being metal, the wheels carried the current the rest of the way



A parked trolley at the Rockhill Trolley Museum demonstrates common locations of things referenced in this section and the next. Note that the actual handles of the control stand and brake stand have been removed, as was normal whenever parking a trolley in order to avoid unauthorized movement.

out of the trolley car and into the tracks, which served as the electrical ground to complete a circuit back to the substation.



Examples of parts referenced in this section, as seen on active working trolleys at the Pennsylvania Trolley Museum. A trolley wheel (above) collected power from the overhead wire, the resistor banks (above right) allowed control of the power going into the motors, and newly refurbished wheelsets (known as "trucks") are seen right awaiting installation under a trolley being restored, showing the size of the electric motors attached directly to each axle.



In the case of a derailment, one would not want to be touching a metal part of the trolley and the ground at the same time due to a slight risk of electrification.

The controls on the "back" end of the trolley would be set to neutral with the handles removed while the motorman used the controls at whichever end was serving as front. To prevent damage to the trolley poles, the pole at the "back" end was raised in contact with the wire while a hook on top of the trolley kept the "front" pole down and away from the wire. At the end of the line, the motorman would set the controls to neutral and move the handles to the other end of the car, then use a rope connecting the pole to a spring wound mechanism called a "retriever" attached to each end of the car to raise and lower the poles as needed. Both poles, however, provided the same connection and a trolley could be operated with the "front" pole raised if necessary.

On some modern trolley and light rail systems, the buses and railcars use AC power in contrast, much higher voltages providing more power and speed. This is the same system used on the high speed trains around the country. In some cases for lower voltages, two trolley poles draw power from parallel wires while in most cases the use of a wide scissor-lift cage type mechanism called a pantograph which allows the wire to slide back and forth across its surface during travel is used to draw the electrical power.

Communication

Audible

In later years some trolleys had air horns like modern locomotives. Some trolleys had an air whistle to signal at road crossings, but all trolleys had bells. Overhead bells connected by rope in passenger trolleys allowed crews to signal each other without shouting over passengers by pulling the rope, while bells mounted under the trolley on each end allowed the driver to signal to people outside by stepping on a small round pedal in the floor known as a gong plunger. Signals with the gong could be structured signals indicating certain movements to other crews, or a repetitive ringing to warn people nearby that the trolley was about to move or was approaching.

We have an original gong and air whistle from H&F #172, the “Last Trolley,” on display in the trolley station museum. An example of a plunger that may or may not be from 172 is on display along with the gong.

Instructional

Trolley drivers and conductors had to know the schedule. The H&F Railway was one track, with several passing sidings, and crews needed to know when to pull over and wait for an approaching trolley to pass.

In later years, the railway was required by the government to provide paper “train orders” to crews for each movement just like the “big” railroads were required to use. These were meant to improve safety.

There were also phones located at several of the stations and passing sidings where the crew could stop and call a dispatcher to ask for further instructions.

Every time a public timetable was published, a special copy was printed “for governance of employees” which provided more details useful to crews and dispatchers.

Visual

During the day, flags were often used to indicate special trips or certain special functions of a trolley. In bad weather or at night, lanterns were used.

Hand lanterns could be used by crews on the ground to provide instructions to drivers when it was dark, while “marker” lanterns were placed on both top corners of the trolley at one or both ends of the car to tell crew on the ground or other trolleys the trolley’s direction, whether the trolley was stopped for maintenance and there may be workers nearby on the tracks, whether it was a special charter trip, or other details of important note.

Nearby Places to Ride Trolleys

There are many trolley rides around the country. Four are an easy day trip away from the H&F territory.

National Capital Trolley Museum

1313 Bonifant Rd, Colesville, MD 20905

This museum houses some of the last surviving Washington DC area trolleys as well as examples of trolleys from elsewhere around the world.

Inside the museum, visitors learn about the various trolley systems in the region with a focus on the DC area however a small display about the H&F exists.

Visitors are provided with a ticket to ride through a landscape similar to some of the H&F route with some hill climbing. Most rides are performed with a former Toronto streamlined "PCC" car and ends in a loop rather than a pole change, and the car is more modern than anything the H&F used however the feel of the ride is similar.



Baltimore Streetcar Museum

1901 Falls Rd, Baltimore, MD 21211

This museum houses some small exhibits related to the Baltimore area trolleys as well as a gallery of trolley models which include a couple of H&F cars.

The ride at this museum is shorter and parallels Falls Road ending in a loop with no pole change. The ride could be somewhat comparable to portions of the H&F around Halfway.

Most of the cars used are local and while there are a few more modern cars the lineup on some days include an open bench car similar to the early Frederick & Middletown cars, another open bench car similar to those used on the H&F into the 1920s and an early city car similar to the original Hagerstown Railway cars #1-#3. Riders can board multiple trips over the course of the day.



Rockhill Trolley Museum

430 Meadow St, Rockhill, PA 17249

One of the first trolley museums in the country, Rockhill (also known as Railways to Yesteryear) operates several trolleys and maintains one of the larger trolley collections on the east coast from a variety of places most being within the state of Pennsylvania. Several cars including those from York and Johnstown, an open car from Brazil and two small city cars are similar in look and feel to those used on the H&F. The ride travels through woods and alongside a creek reminiscent of some H&F scenes and ends at a platform where guests can watch the pole and control changes on the cars while changing to a different trolley to ride back to the station on. Riders can board every trip on one admission if desired.



Pennsylvania Trolley Museum

Washington, PA

The Hagerstown & Frederick Railway once served the county fairs hosted by Frederick and Hagerstown. Today the PA Trolley Museum serves their County Fair grounds!

This museum is dedicated to the vast trolley history of Pennsylvania with few trolleys from other areas. The museum offers the longest of the four trolley rides and the largest collection of trolley cars and other vehicles. The ride often uses an open bench car similar to what was used on the H&F and other cars while different offer a similar feel of ride. On occasion a New Orleans car is used which is almost identical to the H&F 150-153 series cars.



This museum is outside of Pittsburgh, home to Fred Rogers who helped to foster the continual popularity of trolleys and was featured in an episode of Mr. Rogers Neighborhood.

This museum also has a vast research archive, and is the home of the surviving H&F Railway records that were retained by Potomac Edison until its acquisition by FirstEnergy in 2012.

Hagerstown & Frederick Railway Historical Society

Mission & Action Statement:

The Hagerstown & Frederick Railway Historical Society (H&FRHS) is dedicated to promoting and preserving the heritage of the trolley line that served Washington and Frederick Counties in Maryland. We offer historical and technical data, as well as educational information to members and the public.

(The H&FRHS is also a 501(c)3 Nonprofit Educational Organization)

Organization Programs

The H&FRHS maintains a research archive containing thousands of original and duplicate documents, photographs and artifacts related to the H&F Railway and other associated companies and ventures. In addition to the trolley station, the society provides small exhibits elsewhere in the region in partnership with other organizations, offers multimedia history presentations, publishes a quarterly newsletter for members and provides reference materials to other organizations for their own projects.

The Society also offers an Oral History program, recording interviews with individuals who remember or were told stories involving the trolleys.

The goals of H&FRHS programs include:

- Preserving material and historical information related to the history of the H&F.
- Making the public aware of the impact and importance of the railway to regional development.

The Trolley Station

Beginning in 2022 the H&FRHS has been hosting and developing programs for the Trolley Station Museum as part of a partnership with the NRHF. Most funding for the Trolley Station Museum continues to be secured by the NRHF however that organization has expressed a desire to see the H&FRHS treat the museum as a home for H&F history, and the H&F society has been provided with full liberty in the redevelopment and direction of the museum through the 2023 grant-funded redevelopment.

In early 2023 a majority of the museum exhibits were redesigned or replaced by the H&FRHS through a grant by the Heart of the Civil War Heritage Area acquired by the NRHF.

Other H&F Railway Exhibits

Hagerstown Roundhouse Museum

The longest running exhibit of H&F artifacts, this exhibit houses two lanterns, a headlamp and destination sign from one of the Last Trolley in Washington County trolleys as well as other small items from the collection of one of the motormen. Outside of the museum is H&F car #168 displayed in the parking lot. The museum is found at 296 S. Burhans Blvd., Hagerstown.

Williamsport Town Museum

This exhibit opened in 2020 with several small original and replica objects from the H&FRHS collection. This museum is open 1-4pm every Sunday at 6 Springfield Lane, Williamsport and is part of Byron Memorial Park.

National Capital Trolley Museum

An information panel in the museum's exhibit hall provides a small selection of photographs and a brief summary of the H&F Railway.

Baltimore Streetcar Museum

Models of H&F Railway cars are included among the museum's exhibit of trolley models.

Hagerstown Car barn

An information wayside sign and photographs of H&F trolleys (the latter provided by the H&FRHS) are displayed around the railway's car barn at Summit & Lee Streets

Mobile Exhibits

The H&FRHS occasionally attends community events with a small exhibit contained within a 10' x 10' tent. This often includes many photographs, maps and some smaller artifacts.

Other H&FRHS Displays

On occasion in the past the H&FRHS has provided temporary exhibits for various organizations and facilities including Fahrney-Keeney Retirement Village, Middletown Historical Society, Thurmont Regional Library, Myersville Community Library, the Museum of Frederick County History, and several large artifact displays at the C. Burr Artz Central Library in Frederick.

Surviving Trolley Cars

All four of the surviving trolleys most likely stopped in Boonsboro at some point during their careers.

#5 A Freight/Express Motor

Now at site of H&F station on Main Street in Thurmont

Built by Frederick H&F shops in 1920 from scrap parts. Essentially a self-propelled boxcar which could pull 1-2 cars over mountain or 8 freight cars on level ground. Served entire system and documented frequently in Hagerstown. After 1938 primarily served Frederick - Thurmont. Retired in 1955 and turned into a garden shed before being donated to Rockhill Trolley Museum. Rockhill donated to H&FRHS in 2006, H&FRHS donated to Town of Thurmont.



#150 A 44-Passenger Coach

Now inside Myersville Community Library

Built to serve Camp Jackson S. Carolina during the first world war, sold to H&F in 1923 to be assigned to Hagerstown - Boonsboro route due to increased passenger demand. Moved to Frederick in 1938 for a short time before retirement in 1939. Turned into a cabin on Gambrill Mountain until 1993 when it was moved to Myersville and was the centerpiece of the Myersville Trolley Festival 1994-2012. Sold to Town of Myersville in 2017.



H&F #150 (left) compared to its descendant, New Orleans #832 (right)

The 150 cars were built by the same company which went on to build the famous New Orleans trolleys which are of a nearly identical design. The company today is Thomas Built Buses and is best known for its Safe-T-Liner school bus line.

#168 A 48-Passenger Interurban Combine

Now at Hagerstown Roundhouse Museum

The first car purchased by the company with a steel body, this car replaced a wooden car of the same number burned in the 1917 Hagerstown Car barn fire. The car served the Frederick- Hagerstown Main Line as well as several of the branch lines before being assigned to the Hagerstown-Williamsport service



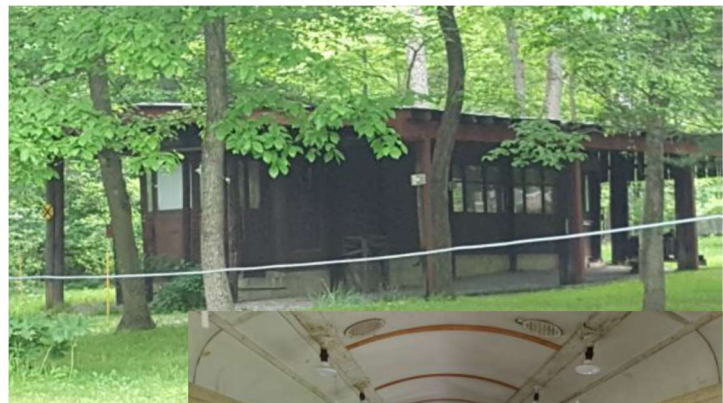
between 1938 and 1947. It was sold for scrap value and moved to a property along the C&O Canal near Dam 5. In 1985 the car was donated and moved to the Hagerstown Model Railroad Club which met at the Hagerstown Fairgrounds. In the early 1990s it once again was moved and ownership transferred to the Hagerstown Roundhouse Museum. Today it is in poor condition and in dire need of stabilization and restoration.



#171 A 48-Passenger Interurban Combine

Private cabin in a known but undisclosed location

Purchased in 1919, car 171 is nearly identical to 168 in construction although built with minor design adjustments and delivered or modified to offer a larger baggage area very early in its service life.



Like the other cars in the 168-172 series of steel body combines, this car served on the Frederick - Hagerstown mainline. From 1938-1954 the car operated the Frederick to Thurmont route. It was one of the two "Last Trolleys" in 1954, the second to last interurban trolley to travel its scheduled route in the mid-Atlantic. After a year of storage it was sold for scrap value and became a cabin between Frederick and Thurmont where it remains today. Of the four trolleys it may be the most complete and well preserved.



Surviving Trolley Structures

Maintenance Buildings

Hagerstown Carbarn - Intersection of Summit & Lee Streets in Hagerstown.

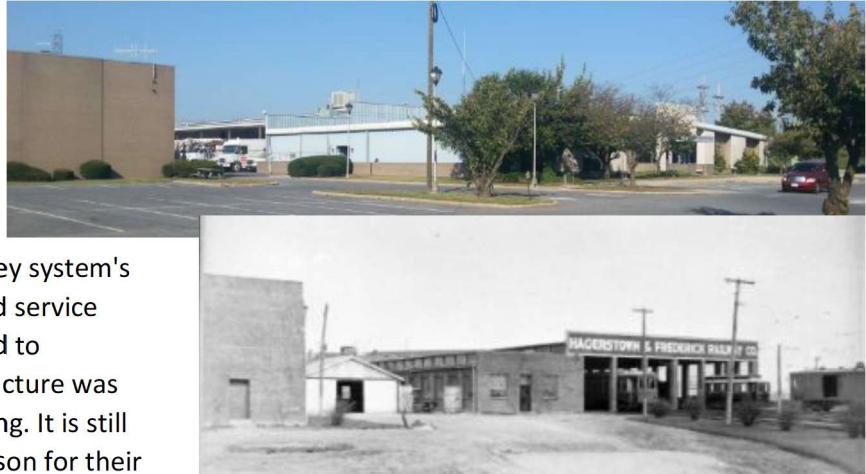
Built by the Hagerstown Railway as a power plant for the trolleys in 1898 and soon after providing the power to the city's first electric street lights, it was converted into the trolley maintenance building in 1917. Buses were maintained along with the trolleys until 1947 when trolley service in the city ended and bus maintenance was moved to a new building on



Baltimore Street (that new building is now the Hagerstown Light & Power maintenance building). For many years the Potomac Edison Line Maintenance Department operated out of the building until the current facility along Rt. 11 near Williamsport was opened.

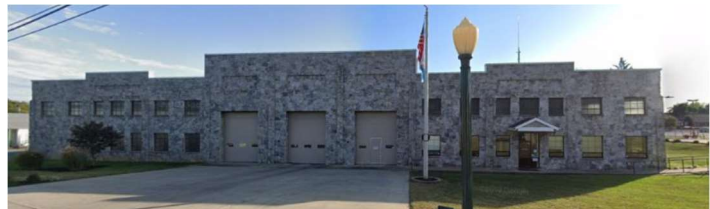
Frederick Carbarn & Paint Shop - East Patrick Street at Carroll Creek

This maintenance building was constructed for trolley storage and maintenance in 1910 by the Frederick Railroad. Bus maintenance joined the trolleys in the 1930s. The property also contained the trolley system's largest freight yard. After railroad service ended the carbarn was converted to warehouse use and an office structure was built on to the front of the building. It is still owned and used by Potomac Edison for their line maintenance services. The Carroll Creek project realigned the waterway and eliminated a portion of what was the railroad yard. To the west of the carbarn building, a second brick structure stands which served as the paint shop for the trolleys. Today it is also still used by Potomac Edison but has been converted into a garage to service their fleet of vehicles.



Hagerstown Blue Ridge Maintenance Facility - E. Baltimore Street at Mill Street

This large building and accompanying parking lot were constructed in 1947 to serve as a central maintenance and storage facility for Blue Ridge Lines regional buses. Today it is owned by the City of Hagerstown and houses the City of Hagerstown Light Department.



Stations in Washington County:

Boonsboro Trolley Station

The only purpose-built station still standing in Washington County. A shelter which is seen in the photo to the right was constructed over the railroad tracks which ran parallel with the front porch between the station and roadway.

The freight track that ran on the outside of this shelter is still buried under the front "yard."



Residence - 107 Hebb Road

The presence of a sidewalk leading to a concrete trolley platform supports claims that this home was modified to include a small waiting area and the owner of the home during trolley service sold tickets for the company.

Stations in Pennsylvania

Shady Grove, Pennsylvania - Along Buchanan Trail Road

The H&F tracks came to an end within what is now the parking lot of the Shady Grove, PA Post Office. The H&F structure on the east side of the tracks no longer stands however the Post Office building was known as “Winder’s Store,” where benches for waiting passengers were provided and tickets were most likely also sold at times.



Stations in Frederick County

Frederick Terminal - 200 E. Patrick Street at Carroll Street

Constructed in 1910 by the Frederick Railroad, this building replaced a smaller wooden structure at this site. A track ran along the center of the building inside exiting to Patrick Street on the front with a Railway Express office on the east side and Waiting Room on the west side. Along Carroll Street a freight warehouse offered doors for loading and unloading goods from wagons and trucks at the same level as the platform which ran alongside the track through the building. The second floor held the company offices with the safe for the railway finances in the basement.



Originally passengers boarded within the building on the center track, but by the 1930s westbound trolleys to Middletown and Hagerstown boarded in Carroll Street and Thurmont bound trolleys boarded along the east side of the building.

Potomac Edison used the building as their main offices after trolleys were removed from Patrick Street. The building was later expanded and became the home of the Frederick News-Post until the early 2000s. It is planned to become a restaurant and retail space as part of a proposed hotel alongside Carroll Creek.

Jefferson - Main Street (near rt. 180 at Holter Road)

The small Jefferson station was constructed around 1906 when the Frederick & Middletown Railway's subsidiary "Jefferson & Braddock Heights Railway" was constructed to the town. It has similarities to some of the other early stations in Frederick and Myersville in design. The half of the structure alongside the road is divided and features a waiting room to the southeast corner and a cargo area with a wagon-level door at the southwest corner. The back half of the building was an open area containing the track with room for the trolley to pull into the building. A wooden platform alongside the track gave passengers easier access to the first step.



Today the building is owned by H.C. Summers farm and pet supply and is used for feed storage, while the waiting room is an arts and decorations shop named The Main Street Trolley.



Braddock Heights Station & Store

This structure was built around 1911 to replace the earlier trolley station farther up the hill across from the Casino building (skating rink building). This served as a station for the town as well as a convenience store, post office and the power substation building for the trolleys and community.

Today the structure still serves as a convenience and liquor store as well as apartments, and the substation has been relocated from the roof to a newer facility behind the building.



Myersville Station / People's General Store

Myersville originally offered a station similar but larger than that of Jefferson. A fire in 1919 caused by the trolley substation during an electrical storm burned down nearly a full block of downtown Myersville and subsequently resulted in the creation of the Myersville Fire Department which now shares a building with the Town Hall on the site of that original station.

The brick structure along Main Street recognizable by its several white columns was built to replace several of the destroyed structures, housing a general store in the larger center segment.

The east wing of the building served as the trolley station and waiting room while a wood and metal structure which once stood where Memorial Park now is found served as the freight station. A reproduction of the station sign still exists above the now-eliminated waiting room door.



"Mt. Tabor Road Station"

Waiting shelter from Station Road & Old Hagerstown Road, now in Myersville between Town Hall and Trolley Station Memorial Park.

The last surviving H&F waiting shelter was preserved by Donald Easterday on his property alongside #150 after he discovered it serving as a straw barn in a horse pasture where it had stood from 1945 until the mid 1990s. Built around or before 1910, the oriental looking structure was long thought to have been the well remembered shelter along Main Street in Middletown.

In all as many as 9 of these shelters existed and after research in 2020 it was determined that this shelter was near undeniably the structure which once stood near the end of Station Road (giving that road its namesake) and Old Hagerstown Road between Jefferson and Middletown. In addition to Middletown behind the present BP Gas Station near Schoolhouse Drive other near identical shelters are known to exist at the lower crossing of Clifton Road near Alt. 40 and near the old Rosemont Avenue entrance to Fort Detrick which served as the



Mt. Tabor Road Station on the Easterday property (left) and in its present location (above)

Montevue station. It is possible but unsubstantiated that others could have existed on the outskirts of Frederick at locations including Braddock Avenue at Jefferson St., the site of the water tower along Butterfly Lane where a picnic park existed, near Mt. Phillip Road along Butterfly Lane, near Carpenter Rd., near Hollow Road outside Middletown and in Airview community near Coblenz Road in Middletown.

After that line closed the Mt. Tabor Road (Station Road) Station was sold and moved near Wolfsville to store straw for horses. It was modified for that purpose, and in the 1990s restored by Don Easterday, The town of Myersville acquired the structure in 2021 and restored it in 2022 with references provided by the H&FRHS. It now stands near Memorial Park on the site of the old trolley complex in Myersville.

Other Surviving Structures

Williamsport Power Plants

Two company power plants still exist in Williamsport. While the company owned other power plants in the region these were directly related to the H&F:

“Trolley Barn”

A small brick structure alongside the Cushwa warehouse at the C&O Canal is now owned by the National Park Service and houses a museum. The building was constructed in 1896 as the first plant to power the Hagerstown Railway trolleys in Washington County. The two-generator coal plant used coal supplied by the canal and the Western Maryland Railway and water supplied by Conococheague Creek just down a steep bank from the structure. By 1898 the demand for power was greater than this station could provide and a larger plant was constructed on the outskirts (now in the middle) of Hagerstown (See



Hagerstown Carbarn.)

Despite the "Trolley Barn" nickname, there is no evidence that the trolleys actually entered the building. There may at one time have been a track into the upper portion of the line to bring small freight cars loaded with coal into the building but this cannot be proven either. Trolley tracks did initially follow the roadway down the hill toward this building however

the intention was to connect the line over the new bridge, now the Rt. 11 bridge, over the Potomac River.

R. Paul Smith Generating Plant

Construction on this plant began in 1922 during the company's transition from railway to utility. The building was expanded several times and became the central operating facility in control of all of the company's power plants. In 1947 it was dedicated in the name of the current President at that time R. Paul Smith who was hired as a general handyman and worked his way through an agent position to become railway superintendent before becoming President in the 1930s.



Thurmont Substation

Constructed in 1911 alongside the town's new trolley station, this block building once held the controls and some of the systems for the power substation attached to the back of the building.

The Thurmont substation has grown to take up more space with some of the original racking still used, but the block building is now used as storage by the Town of Thurmont with hopes of someday becoming a museum. The exterior, plain white for most of its existence, now features a series of murals celebrating area history including the trolleys. While the trolley station to its left is now gone, freight motor #5 now stands in its place on display inside of a small park along the Trolley Trail.



Yellow Springs

Officially only a power substation operated out of a block building (still standing) and a waiting shelter beside that existed at Yellow Springs to serve the railway. A store across the tracks from these sold tickets for the railway, and that building remains as a residence.

Lewistown

Lewistown also offered a power substation and shelter but operated freight and passenger payments through a private business, in this case a co-op. Today the building is all that remains of the three and serves as a warehouse and shop for Beckley's Camping Center.

Bridges

The concrete or stone piers which once supported several trolley bridges still exist and most can be seen from public spaces.



Hagerstown & Frederick Railway Companies and Mergers

While it was not uncommon for early trolley systems to merge, rename or consolidate themselves, the Hagerstown & Frederick Railway's company history includes a wide assortment of company names both formed by the companies and acquired through purchases and mergers. The various company names and how they merged together is summarized below.

Original Railway Companies and Subsidiary Lines:

The Monocacy Valley Railroad

Steam RR Formed 1886, connected Mechanicstown (Thurmont) with Catoctin Furnace

Frederick, Thurmont & Northern

Attempted but failed expansion of the Monocacy Valley RR Washington, Frederick & Gettysburg Railway - Formed 1907 and operated steam powered trains from 4th Street in Frederick to Thurmont

Frederick & Middletown Railway

Formed 1893, Reorganized and constructed 1896. Connected Frederick over Catoctin Mountain at Braddock Heights to Middletown with both freight & passenger trolleys. Began purchasing power company businesses in Frederick area to add to the company's electrical network to supplement first power station.

Myersville & Catoctin Railway

Formed 1898 by people of Myersville to connect their town to Middletown, leased to the Frederick & Middletown Railway.

Frederick Inter-Urban Railway

A subsidiary / alternate name railway operated directly by the Frederick & Middletown Railway to serve other communities in the system and help sell more stock.

Jefferson & Braddock Heights Ry.

"Paper company" operated by Frederick & Middletown Railway to construct and connect Jefferson to the system in 1907.

Brunswick and Frederick Railway

"Paper company" formed in 1907 to construct extension from Jefferson to Brunswick. B&O Railroad prevented construction of this line although land was acquired and some preparation had taken place.

Hagerstown Railway

Formed in 1896 to provide Hagerstown & Williamsport residents with commuter trolley service. Replaced first power station in Williamsport after 2 years with larger station capable of serving Hagerstown.

Hagerstown & Boonsboro Railway

"Paper company" operated by Hagerstown Railway to construct and operate service beyond Funkstown to Beaver Creek, Mapleville and Boonsboro.

Hagerstown & Myersville Railway

"Paper company" operated by Hagerstown Railway to construct over South Mountain and connect to the Frederick & Middletown at Myersville

Hagerstown & Northern Railway

"Paper company" operated by the Hagerstown Railway starting in 1907 connecting Hagerstown with Paramount, Reid and Shady Grove, PA north of Hagerstown. At Shady Grove trolleys met with trolleys of the Chambersburg, Greencastle & Waynesboro Street Railway

Chambersburg, Greencastle & Waynesboro Street Railway

Started in 1901, connected the three communities in Pennsylvania as well as Pen-Mar Park and Blue Ridge Summit. In 1913 began using power generated by the Frederick & Hagerstown Power Co. plant in Security, MD. In 1917 the Hagerstown & Frederick Railway took ownership of the CG&W in order to acquire their power customers.

South Mountain Electric Light and Railway Company

Little is known about this venture. Based in Boonsboro may have owned the incomplete power plant which was started and then torn down on the same site as the present day Trolley Station Museum. This company predated Hagerstown Railway.

May have been the origin of failed plans to connect trolley service between Boonsboro and Antietam Battlefield. Remains of early grading to begin construction of that route can be found in the form of manmade earthen fill "berms" and "cuts" in the tops and sides of hills just inside the treeline between the west edge of Shafer Park and the neighboring farmland.

Names Formed Through Mergers:

Frederick Railroad

Frederick & Middletown Railway acquired the Washington, Frederick & Gettysburg and consolidated all of its other companies under this new name.

Hagerstown & Frederick Railway

Merger of the Hagerstown Railway, Hagerstown paper companies, Frederick Gas & Electric Company, Frederick & Hagerstown Power Company, Frederick Railroad in 1913. Frederick Railroad officers maintained most control over new system.

Potomac Public Service Company

2022 Rebranding of Hagerstown & Frederick Railway to reflect a shift in focus to being an electrical utility which still operated the railway which it came from.

Potomac Edison Company

Rebranding of Potomac Public Service Company after acquisition of Potomac Edison Company of Cumberland.

Power and other non-railroad companies owned by Potomac Edison and predecessors.

Isabella Gas & Electric Company

Earliest such company in Frederick.

Frederick Gas & Electric Company

Consolidation of several companies under ownership of Frederick & Middletown

Frederick & Hagerstown Power Co.

Frederick Railroad and Hagerstown Railway formed this company to operate a jointly operated power plant near Hagerstown in 1912.

Martinsburg Electric Company

Acquired by the H&F Railway during the 1910's

Potomac Edison (of Cumberland)

Originally the Cumberland Edison Illuminating Company. Rebranded to this name just before acquisition.

Braddock Heights Construction Company

Formed by the directors of the Frederick & Middletown, this company constructed the early homes of the community of Braddock Heights which was founded by the railway.

Braddock Heights Amusement Park

The Frederick & Middletown Railway constructed and operated an amusement in Braddock Heights. It was one of the longest lasting trolley amusement parks in the country surviving in operation into the 1960s. Part of the property became a ski resort into the 1980s and the roller rink which was part of the park continued in operation until being burned by arson in August 1998. At the time it was destroyed the rink was the oldest operating skating rink in the United States.

Electric Park

This amusement park in Funkstown went by several names including Watt's Park, Wooley Park and Willow Grove Park. The park was already in operation opposite Antietam Creek from the town when trolley service began in 1896. The railway purchased the park in 1980 renaming it Electric Park and kept it in operation for over half a decade before ceasing operation at that park and focusing more on Braddock Heights.

Trolley History

Summary of Local Railroad History

The **Baltimore & Ohio Railroad (B&O)**, the nation's first commercial railway, was founded in 1827 and passed through Frederick and Washington Counties of Maryland on the way between Baltimore and Cumberland during the early 1830s. The original route from Baltimore traveled along the southeast corner of Frederick County and followed the Potomac River through the southern edge of both counties alongside the Potomac River before crossing into Virginia (now West Virginia) at Harpers Ferry.



In the 1870s, the B&O constructed an extension from Weverton near the southern border of the two counties, through Brownsville, Trego, Rohrsville and Keedysville before entering Hagerstown. That route took trains through what is now Hagerstown City Park. This was the closest railroad route to Boonsboro. The B&O eventually connected much of the mid-atlantic and ultimately became part of Chessie System in the 80s and CSX in the 90s.

The **Cumberland Valley Railroad (CVRR)** began in 1831 and began service in 1837. That line passed through Hagerstown along what is now Walnut Street. That line became part of the Pennsylvania Railroad in 1919. The CVRR, as part of PRR, eventually became part of Penn Central and then Conrail. south from Hagerstown was sold to serve the Winchester & Western, while the route north was a route acquired by Norfolk Southern when Conrail was split between that railroad and CSX in the 1990s.

The **Western Maryland Railway** was chartered in 1852 and constructed a route from Baltimore to Cumberland through the north edge of the counties and Hagerstown, touching into Pennsylvania between the line's route through Thurmont and Smithsburg. This line was completed to Hagerstown in

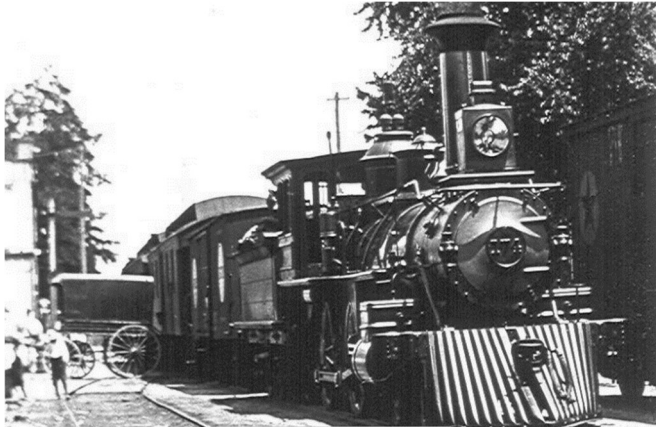


A Western Maryland passenger train at Thurmont

1872 and also served Williamsport. This railroad connected Baltimore to Cumberland and beyond, branching into various coal communities such as Elkins, WV, and north almost to Pittsburgh. It also became part of Chessie System and eventually CSX. The Western Maryland route from Union Bridge, MD where the WM Railway Historical Society Museum can be found, to Highfield near Blue Ridge Summit, PA, is now operated by Maryland Midland, a Genesee & Wyoming Railway Company. This includes the Thurmont area mentioned in the H&F history.

Norfolk & Western Railway traveled north through Shepherdstown into Hagerstown, and eventually became the Norfolk Southern.

The **Frederick & Pennsylvania Line Railroad (F&PLRR)** later the **York, Hanover & Frederick Railway**,



An early PRR train on East Street in Frederick

which built from East Street at Patrick Street in Frederick to York, PA was chartered in 1868 and began service in 1872. It was leased and managed by the Pennsylvania Railroad beginning in 1875. It survived into the Penn Central era having been part of the Pennsylvania Railroad system. When the bridge over the Monocacy River washed out during a hurricane in the 1970s, the route into Frederick was abandoned to the B&O Railroad, and eventually the line was severed to the north as well. Today portions of the route are operated by the Walkersville Southern tourist

railroad and Maryland Midland. The line north of the PA border to York, PA will likely never be put back in to service.

A short railway connected to the Western Maryland Railway just east of Thurmont, and reached the community of Emmitsburg just to the north, best known now as the home of Mount Saint Mary's University. The railroad was planned to connect to Gettysburg but never reached that far.

A 4 mile railway was constructed from Catoclin Furnace to the Western Maryland tracks at Thurmont which was named the **Monocacy Valley Railroad**. It provided mixed passenger and freight service but primarily existed to transport goods between the railroad and the Catoclin Iron Furnace. After the furnace closed in 1902 there was an attempt to reincorporate the line as the Frederick, Thurmont & Northern Railway.



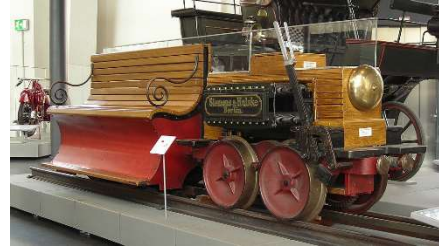
Monocacy Valley Railroad passenger train in Thurmont, on tracks that would only a few years later become the trolley line.

Worldwide Trolley History

Electricity to power trains had been proposed in the United States as early as 1851 when Charles Page tested a self-propelled, battery powered railcar with a motor resembling a steam locomotive's near Baltimore. It wasn't until after the development and subsequent improvements of the electric dynamo motor that the power source became practical.

The first experiments with electric rail travel began in the UK in 1837, only a decade after the true advent of steam railroads, when Robert Davidson began experimenting. Five years later a railroad made a trial of his machine but the batteries were not strong enough.

Werner Von Seimens introduced the first public electric “train” in 1879, an open, battery powered rail vehicle with benches on the sides. He created the first tramway company, a short, single tram ride in Lichterfelde Germany, near Berlin. This precursor to trolleys took its power from the rails much like a modern electric toy train, leading to members of the public receiving unpleasant shocks. It was also not very reliable, fast, or overall practical.



Seimens' early electric train (above) and later tramway car (below)

In February 1888, the world’s first practical and successful electric railway opened in Richmond, VA, named the Richmond Union Passenger Railway. Frank J. Sprague, a former employee of Thomas Edison, constructed the line and developed the motors and electrical systems used in the trolley cars. Sprague is generally considered the "father of electric trolleys," however he also developed the first subway systems and high speed elevators for skyscrapers.



Within 5 years, there were hundreds of trolley systems across the country and many more to come by the turn of the century. The closest early line in that time was the Martinsburg Street Railway which opened in 1893 and ceased operations in 1896.

One of Martinsburg’s trolleys. With the failure of the Martinsburg line, that company’s three trolleys became the first three to operate in Hagerstown in 1896.

The Need for Central Maryland Trolleys

During the time when railways were appearing across the northeast, the Metropolitan Railway was proposed in the 1850s which was designed to travel from Washington D.C. to Frederick and then pass across the mountains and pass near Middletown before reaching Hagerstown. This railway was never constructed, although portions of the proposed route were similar to those later used by the B&O RR and the trolley system.

The Middletown Valley had prospered from the presence of the Banker's Road, known as the Baltimore National Pike and today as the Old National Pike, Alternate Rt. 40. It was by all accounts except for its builder a part of the undeniably important National Road. As railroads connected more of the nation the busy road was used less and less, and east of Cumberland the privately owned roadway raised fewer and fewer funds in tolls for maintenance.

By 1890, the mountainous portions of the road were very difficult to travel with heavy loads due to mud, deep ruts, rocks and other obstacles. The road made travel and transportation of farm goods to and from the city very difficult and time consuming. It is estimated that the trip of about 6 miles with a full ton of produce could take as many as 8 hours by horse wagon with the road in poor condition. Some area farmers began trying to maintain the road themselves when the companies responsible failed to do

so, and even roadway engineers found that the weather often erased any sign of repairs almost as rapidly as they were being made.

This same road serves as Main Street in Boonsboro, however the portion to Hagerstown was somewhat easier to traverse and was the first section of road in the nation to be paved with a process of stone paving called Macadam.

The Start of Central Maryland Trolleys



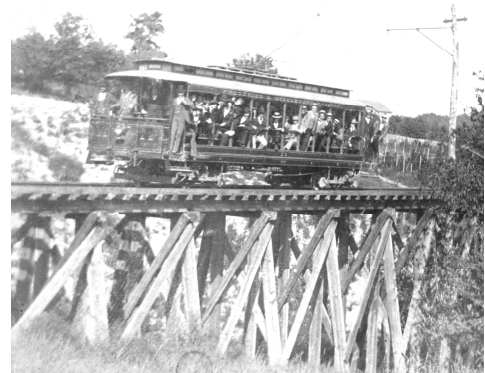
One of Frederick's first two trolleys, #11, crosses Carroll Creek alongside the Barbara Fritchie House sometime around 1898.

The people of Middletown after having petitioned for a railway to come into their valley for many years, met in 1893 to charter the Frederick and Middletown Passenger Railroad. This company was reincorporated into the Frederick & Middletown Railway under the leadership of Frederick area farmer George William Smith and fundraising began. Construction did not begin until the spring of 1896 when enough funds had been raised, most of the money coming from residents of the Middletown area.

At the same time construction was beginning in Frederick westward, Harrisburg investors Christian Lynch and William Jennings, chartered the Hagerstown Railway Company and began constructing a better funded railway southbound to connect that city with nearby Williamsport. They began operation on that line in August of 1896 and a loop around Hagerstown a month later. The HRY began service with 3 cars purchased from the closed Martinsburg Street Railway as well as 5 brand new trolleys.

The first trolley left Frederick for Braddock Heights - about halfway to Middletown - on August 26, 1896, two weeks after the Hagerstown Railway had begun operation. Braddock Heights today is a mountaintop community with large homes but at the time was bare farmland lacking even many trees. The location offered a cool breeze and a clear view of Frederick City in one direction and Middletown in the other.

Hundreds of excited passengers rode the trolley on its second day of operation and enjoyed picnics at the top of the mountain. Being the Frederick & Middletown Railway (F&M) opened with only two trolley cars designed for 44 passengers each, far more than were recommended climbed aboard for the return trips down the mountain. Car #10 lost control, crossed a high trestle bridge, and then derailed on a curve with 110 passengers on board, including the company's Board of Directors. Most survived with only scratches and bruises however one widow who was on board the ill fated car succumbed to her injuries at the hospital a week later. #10 was rebuilt and was back in service by October.



Car #11 crossing the trestle halfway between Frederick & Braddock Heights.

In October, both cities held an annual agricultural fair. The Hagerstown Railway loop passed the fair entrance in that city however the F&M Ry. needed to quickly construct an extension of their track from the center of town to the fairgrounds on the edge of the city. The two trolleys recorded 16,000 fares in 4 days during that fair.

The Frederick & Middletown Railway finally reached the outskirts of Middletown in late October of 1896. An extension of the tracks was needed soon after when passengers complained about the station being outside of town at the top of a steep hill, most likely in the area of present day Schoolhouse Drive.

The people of Myersville founded the Myersville & Catoclin Railway in 1898 and connected their town to the F&M tracks at Middletown, leasing the track to the F&M in exchange for a percentage of the ticket fares.

Trolley Systems Expand

The Hagerstown Railway constructed an extension of their line down South Potomac Street and to Funkstown in 1899, and continued across the creek to connect to the towns of Beaver Creek, Mapleville and Boonsboro by 1902. The original plan was to split at Boonsboro, with one line to Sharpsburg and the other following the National Road over the mountain to Middletown.

In 1904, construction from near Beaver Creek began over the mountain toward Myersville. The Hagerstown Railway had purchased the Myersville & Catoclin tracks from the Myersville company despite the Frederick Railroad offering a higher price per share, because the people of Myersville wanted a connection to Hagerstown as well. This route replaced the plan for a Boonsboro – Middletown mountain crossing.

Trolley service between the two cities began on December 1, 1904. Around that time the Hagerstown Railway attempted to acquire the Frederick & Middletown Railway with no success.

In 1905, a Baltimore group took control of the Frederick & Middletown Railway with plans to create a high speed electric route through the area. By 1907 they released control to local ownership again and Middletown businessman Emory Coblentz became the new president. During that year a line was opened from Braddock Heights to Jefferson and grading began on a planned route between Jefferson and Brunswick however the B&O Railroad prevented construction to Brunswick despite that town having constructed trolley tracks down their main street in anticipation.

Also in 1907, the Hagerstown Railway started a company to construct a line north from Hagerstown



Former New York City Elevated Railway "Forney" type locomotive, renumbered "1," and NY City Elevated Ry. coaches being used on the Washington, Frederick & Gettysburg Railway.

through Paramount and Reid and meet the Chambersburg, Greencastle & Waynesboro Street Railway (CG&W) at Shady Grove, PA. This gave the railway a connection to Pen Mar Park which the CG&W served.

Mergers

A company called the Washington, Frederick & Gettysburg Railway had been formed in 1907 and connected Frederick to Thurmont using the old

Monocacy Valley Railroad tracks. This company used the Monocacy Valley's two 4-4-0 "American" type steam locomotives and also purchased two smaller steam locomotives and several passenger cars from the New York City Elevated Railway which was converting from steam to electric power at that time. This company was lead by Luther Coblentz.

The Frederick & Middletown Railway reincorporated as the Frederick Railroad in 1909 and acquired the WF&G. By the end of 1911 the line to Thurmont had been converted to trolley use and the steam locomotives were retired.

In 1910 the Frederick Railroad invested in upgrading infrastructure. More track was added, a new brick carbarn was built in Frederick as well as the new terminal station at 200 East Patrick Station, Bridges were upgraded from stone and wood to concrete and new stations were constructed elsewhere on the line. It is believed the 'oriental' looking waiting shelters as well as the Braddock Heights and Middletown stations were built at this time replacing smaller structures.

Frederick Railroad acquired several power and gas companies in the area by 1912 - including the Hagerstown Railway. During the years since the Hagerstown Railway's proposal to purchase the Frederick & Middletown, the Frederick company had grown to be the more substantial operation. Although several new, smaller sized power plants had been acquired, Coblentz had a vision for the company which included a need for more power. While taking some time to adjust the company financing to support the acquisitions another company, the Frederick & Hagerstown Power Company, was formed in order to construct a new power generation plant in a small community called Security near Hagerstown (now along Eastern Blvd.). The plant was completed in 1913 and also replaced the power plant being used by the Chambersburg, Greencastle & Waynesboro Railway.

The Hagerstown Railway and the Frederick Railroad officially merged on April 7, 1913 to form the Hagerstown & Frederick Railway Company. Despite the new name listing Hagerstown first, many of the Frederick Railroad's top officers retained their positions after the merger including Emory Coblentz as President, Charles C. Waters as Secretary, Thomas H. Haller as Treasurer and Stephen Bennett as Auditor, all of whom were involved with the company since the days of the Frederick & Middletown Railway.



H&F Railway Interurban Combine 170 beginning its descent down the mountain from Braddock Heights to Middletown, alongside the National Road, some time in the 1930s. 170 mainly served Frederick – Middletown or Main Line to Hagerstown.

Growth, Peak, Decline and New Names

The company continued to grow, purchasing more power companies and building more generating facilities including operating two hydroelectric plants on the Potomac River. In 1917 the H&F acquired the Chambersburg, Greencastle & Waynesboro Street Railway.

Hagerstown's original wooden carbarn was located at the intersection of Summit Avenue and Howard Street, today a church stands on the site of the structure. In March of 1917 the building caught fire destroying every trolley inside. An order for 2 new trolleys from the J. G. Brill Company to be delivered by August was replaced with a rush order for 7 new trolleys which began to be delivered in June. These included Combine #168 (replacing the wood combine #168 which had been destroyed in the fire) and several of the small city trolleys. After considering several new properties, the railway instead converted the power plant at Summit Avenue and Lee Street into the new carbarn.

The peak ridership of the railway was between 1918 and 1923. One year saw over 3,700,000 tickets and cash fares sold. Several new trolleys were purchased or built during this period including combines #169-172, coaches #150-153 and express motor #5. Aside from those purchases, the railway changed very little between 1910 and the pre-war line closures.

The electrical sales of the railway company expanded rapidly even while the railway itself did not expand to any additional communities. After the company found it made over 67% of their profits from electrical generation and transmission. Because of this and the fact that a utility company could raise more money than a trolley system by that time, the corporate name was changed to "The Potomac Public Service Company" on April 24, 1922 while the railway continued to operate under the Hagerstown & Frederick name. Before World War 1 the railway itself profited \$105,000 however as expenses grew the profits did not increase and by 1923 only was profiting the company only \$14,700

Within a year the P.P.S. Co. acquired a power company in Cumberland which had been known as the Edison Electric Illuminating Company of Cumberland which had recently rebranded itself as "The Potomac Edison Company." On December 31, 1923 this became the new name of the corporation which had begun as the Frederick & Middletown Railway. Along with the Cumberland company came ownership of the Cumberland Electric Street Railway. Potomac Edison operated the Hagerstown & Frederick Railway and Chambersburg, Greencastle & Waynesboro Railway already, yet the Cumberland railway was immediately rebranded as the Potomac Edison Railway, a move that may have taken place before the merger.

During the 1920s more power companies were bought and plants were constructed including the large Williamsport power generation station which became the central operating hub for the entire power network in the area. Soon after becoming Potomac Edison, the company was acquired by the much larger American Water Works and Electric Company (AWW&E) which allowed Potomac Edison to continue operating as its own entity while overseeing its operations as a subsidiary of their West Penn Power district (West Penn Power Company had a similar story to Potomac Edison, having started as a trolley system and developed into a large power network which was purchased by AW&E).

Potomac Edison began buying bus companies through 1924 and formed the Blue Ridge Lines Bus Service by consolidating them together. This portion of the business continued to grow and in 1927 the "West Washington Street" service in Hagerstown between Summit Avenue and Summer Street became the first H&F trolley route abandoned in favor of bus. By that time the company was promoting the fact that

companies were chartering as many as 30 buses at a time to transport employees on outings to the eastern shore and other such trips in addition to at least 30 bus routes in service each day. Much of the CG&W closed in 1928. The city loop in Frederick soon followed as did the loop in Hagerstown in 1929.

Sections of the railway continued to close during the 1930's. The Cumberland railway operations and the remainder of the CG&W closed in 1932 and some trolleys from each were brought to supplement service on the H&F system. With the closure of the CG&W, the line from Hagerstown to Shady Grove closed a few months after.

Disastrous Wreck

The worst wreck on the system took place near Mt. Lena on January 26, 1936. Car 35, a former CG&W car identical to the H&F 168-172 cars, was driven by Clyde Wachtel with off-duty P.E. Warehouse employee and occasional trolley crewman George Victor "Vic" Fraley was riding home to Hagerstown from visiting his mother in Catocin Furnace. The two men were the only people on board the car.

An ice storm had passed through the area and more snow was on the way that day, and around 5:20pm the car began to descend the mountain. At the top of the mountain the grade of the tracks on the western slope were shallow, but near the area of present day Mt. Lena Rd & Rt. 40, they became steeper. At this point the motorman lost control of the car as it increased its speed. Despite attempts to reverse, brake and use sand on the rails for traction the car would not slow.

Knowing the speed was too fast for an approaching turn at what is today Crystal Falls Drive & Old Trolley Lane, Mr. Wachtel gave the instruction to abandon the trolley and bailed from the car, being rendered unconscious briefly when he landed. Unfortunately, Mr. Fraley was concerned about damage to his elderly mother's laundry which he was transporting home to be washed and attempted to recover his bag before leaving the car, however he did not succeed and was found in the wreckage the next day.

At the curve the car leaned far enough to smash into an empty waiting station known as Reese and snap several power poles before completely ripping away from the wheels and the wires and hoses which connected them. The body of the car landed on its side and slid into a small outcropping of rocks while the wheels, brakes frozen open, continued to roll down the mountain at high speed. Passengers waiting at Mt. Lena nearby heard the sound of an approaching trolley but only the wheels passed by (some said it was a ghost noise in the dark, others reported sparking wheels while another described two fireballs chasing one another). The wheels reached the bottom of the mountain and came to a stop in the general area of the Adkins Mini Golf and Mason-Dixon Dragway roughly half a mile away.

The story was reported across the region and often exaggerated with headlines speaking of cliff plunges and 100-foot drops. It was later learned that Mr. Wachtel's wife and children had decided to stay in Myersville for an evening church program rather than ride the car with him that night, and Mr. Fraley's wife and two children had considered visiting his mother with him but instead decided to stay in Hagerstown that day.

Replacement and Wartime

October 7, 1938 dealt the greatest blow to the H&F operations when car #172 became the last trolley to travel from Frederick to Hagerstown and car #151 the last from Boonsboro to Hagerstown. The State of Maryland had decided on a new route for a straighter bypass to replace the Old National Pike between the cities. From Myersville to Dual Highway in Hagerstown there would have been 7 railroad crossings,

most of them on the mountainside. With low profits, the state provided incentives to abandoning their routes here that Potomac Edison saw as beneficial, leaving the cities once again with isolated trolley services. The new highway that was built which we know today as Rt. 40 National Pike and Dual Highway, became a primary route of many of the company's Blue Ridge Lines buses instead of the slower and winding original Pike through Boonsboro and Middletown.

By the early 1940s Jefferson's branch had been relegated to freight only, not even allowing charter trips to travel the line with passengers any longer, the last charter to travel the route being in 1939. While the bus service grew and electrical services skyrocketed the railway reduced the number of cars in service. The 150 series cars which had been moved to Frederick were retired by 1940 and other cars soon followed. Coach #49 which was built in 1923 for the Cumberland route was sold to the Levis Tramways company in Quebec where it was renumbered #104 while her sister #48 continued to serve the Myersville route until the mid 1940s.

When World War II began, Camp Detrick in Frederick and the supply of industrial exports and incoming materials for the factories in the city increased driving a need for increased freight capacity between Frederick & Thurmont and the company acquired additional second hand express motors. The Army had constructed a small railroad on base which operated a single centercab diesel switcher, and this locomotive was occasionally seen traveling off base across H&F tracks while the trolleys also would deliver freight cars to a siding outside of the base.

A new metal salvage facility was constructed in 1945 by the US. Army along Jefferson Street, right alongside the H&F's original route. More electric locomotives were purchased from other railways including one former US Army unit from Watervliet Arsenal in New York and another from the Hampton & Langley Fields Railway which served Navy and Army Air Corps facilities in Virginia. These were numbered 10 and 12. Another Hampton & Langley Fields Company wood express motor was purchased numbered #212, however it is unknown if it saw any active freight service on the H&F before being cut down and turned into a sand shed.

The increased power demand of the freight services and the seven new sidings in the scrap yard meant that the company had to expand its electric system in Frederick. Due to approaching needs for maintenance along the Middletown - Myersville and the concerns of non-essential metal use during wartime the company used the war as reasoning to request permission from the government which was required to abandon that route. Tracks were soon after removed and the power converter which turned AC power into the DC that the trolleys ran on was moved from Myersville to Frederick for the salvage facility tracks.

Trolley tickets for every line abandoned were always honored on Blue Ridge buses which were running the same routes until the tickets expired.

The Major Closures

When the war ended, trolley service rapidly declined. Postwar use of automobiles and buses rapidly increased and soon the trolleys were being seen as a nuisance causing traffic jams in the streets of the cities. In response to the ever growing number of cars, both Frederick and Hagerstown decided to make several major streets in each city into one-way roadways.

In Hagerstown, Washington Street and Summit Avenue - two of the three roads the trolleys traveled - were among those given the treatment. On August 4, 1947 the last three trolleys in Washington County: #168, #169 and #172, left Hagerstown for Williamsport one last time. Passengers were met by red and white Potomac Edison City Service buses which returned them to Hagerstown.

In Frederick there had been a collision some months before in which car #167 collided with #170. The first car was too damaged for the company to wish to save and the second car suffered structural damage which left it quickly becoming unsafe. Car #172 was carried from Hagerstown to Frederick to replace them while older cars #168 and #169 were sold for scrap.

Several streets went one way soon after this including Patrick Street, Market Street and half of South Street. This left the trolleys isolated from their terminal and freight station on Patrick Street as well as the original route to Middletown and freight customers on South Street. #172 which had been the last car over the main line as well as the last car to leave Hagerstown also became the last trolley car to depart Middletown on September 30, 1947, only 2 months after the last Hagerstown trip.

Once Patrick Street was closed to trolleys everything freight and passenger departed the carbarn instead. To reach freight customers on South Street the company made agreements with the Baltimore and Ohio Railroad and the Pennsylvania Railroad to hang trolley wire and use their tracks on East Street and along B&O Avenue between 5th Street and South Street.

The Last Trolleys

Freight and passenger service declined gradually. Where dozens of passenger trolleys once left Frederick several times a day, by 1947 there were only two still in service. They continued essentially the same trip, Frederick to Thurmont and back, the two meeting at Lewistown each trip, until February 20, 1954 when both cars left the carbarn together on one last round trip. The chilly and rainy day seemed fitting to many as the cars stopped at Thurmont and brief speeches were given before the cars returned. Hood College students met the returning cars with flowers and songs. At the carbarn the returning passengers transferred to buses which took them to the FSK Hotel for a banquet in honor of the end of service. Bus service replacing the trolley began an hour and a half before the last trip left the carbarn but even that service ended a year later.

Car 171 sat out front of the freight yard on blocks for a short while before being sold for scrap value to become a cabin. Car 172 became an office of the Maryland Highway Department at the back of the freight yard near Pine Avenue, eventually being lowered onto blocks and eventually set directly on the ground where it decayed and was eventually scrapped.

Freight service continued with the electric motors until 1955 when two ex-US Army Whitcomb 80-ton diesel locomotives were purchased and the trolley wires were removed. The track from Fort Detrick to Thurmont was removed in 1958, and the rest of the tracks were sold to the PRR and B&O in 1961.

the AWW&E company was broken up and what had been the West Penn Electric Company division of that larger company was renamed to Allegheny Energy. In recent years Allegheny was acquired by First Energy Corporation and the various subsidiary company names including Potomac Edison were brought back in to use. Today it remains our regional power provider.

NATIONAL ROAD MUSEUM

Building History

The building now housing the National Road Museum was built in 1933 by the Warrenfeltz family. It housed their hardware store for decades, which later became a True Value hardware store before closing in the early 2000s.

Several industrial buildings had been built on surrounding lots, some predating Warrenfeltz hardware which first opened here in a wooden building before 1910. Before the original store, a steam powered saw mill operated on this site.

The first Warrenfeltz store building burned in a fire in 1933 and was replaced by the present building. Over time, the family purchased many of the surrounding industrial buildings to serve as storage for the business (including the trolley station). The Warrenfeltz House was built next door on the site of a basket and crate factory.



The first floor of this building uses several pieces of overlapping repurposed trolley track instead of a traditional steel “I” beam, running the length of the structure from beneath the front door to the beginning of the restroom corridor. This was a practice occasionally seen during the Depression, as old rail was just as strong but far cheaper than new steel.

The Warrenfeltz store had a reputation of offering any hardware or supplies a local resident could need, with rows of drawers full of small parts. They also offered feed, dirt, mulch, plants, tools, and at one time even coal.

A scale was constructed in front of the former Ice Factory building in order to allow customers to pull their vehicle on top and be weighed before and after a load of bulk goods.

After the store closed, the buildings were acquired by the Town of Boonsboro due to the presence of one of the town’s main water sources – Warrenfeltz Spring – being under the property. The spring and neighboring stream (now diverted underground and coming out beside the laundromat) were the reason for the growth of industry in this area of town.

The town retains ownership of both the Warrenfeltz Building and the Trolley Station, and were anything to happen to either building, it would not be able to be rebuilt on this site due to the presence of the spring.

In 2005, several projects were proposed for the building to make use of its historic buildings for public use. The National Road Heritage Foundation was formed, named for the historic road out front, and

began working on planning the restoration of the Trolley Station. In the Warrenfeltz building, one of the leading proposals was a relocation of Doug Bast's Boonsborough Museum of History.

Mr. Bast ultimately turned down the offer, and the National Road Heritage Foundation was asked to explore other options. A leading consideration was a Civil War museum, but after consulting with the Executive Director of the National Museum of Civil War Medicine, George Wunderlich, it was decided to follow his encouragement and begin planning a museum dedicated to the Historic National Road.

The building had fallen into severe disrepair and was quite "dirty" looking by the time work began. The front facade was rebuilt to a more traditional appearance, and the interior was gutted entirely to the exterior walls and received new walls, floor, and ceiling, new restrooms, and a relocated staircase to the office level. Ahead of the opening of the National Road Museum in 2024, further wall, electrical, and HVAC work was done, new carpet installed, and the bathrooms completely remodeled to their present state.



Exhibits

Listed in a suggested visitor order

Entrance

The lobby of the National Road Museum introduces the route and social impact of the Road, with a map and photographs of individuals who benefitted from the route.

At the entrance of the exhibits, guests can read the tolls that are still shown on the side of the LaVale Toll House, the first tollhouse on the federally built section of the road west of Cumberland.

A photograph of a carriage on the road welcomes visitors to the exhibit hall.

Early Roads

This exhibit examines the origin of roads – ancient roman roads which survive across Europe, early game trails and indigenous trails in North America, and the Braddock Road.

Stagecoach Theater

Guests can view films giving an overview of the National Road.

Vehicles Through Time

Upon exiting the theater, Visitors will be greeted with an exhibit overviewing the evolution of road vehicles through the 20th century.

Roads from Coast to Coast

This enlargement of an early AAA map shows many of the major routes in the United States before the formal numbering system was put into place.

Expanding Commerce and Transportation

With the improvement of the road and transportation came improvement and growth to businesses and economies throughout the region.

A Good Road for the Civil War Armies

Throughout the civil war, troops crisscrossed the landscape of our nation in numbers, and quality roads were essential for troop and supply movements alike.

Exhibit Case

Artifacts in this display will eventually be incorporated into the different exhibits throughout the building as part of Phase II.

Rest, Dine, and Pay

Lodging and rest stops were very important to everyone traveling the road, but offerings were not equal to all. Features a replica of a Green Book which guests can browse, listing places where non-whites were allowed to find lodging during segregation.

Toll Houses

Examining some of the most iconic and important structures found along the road.

Marking the Way

Milemarkers helped travelers judge their speed and plan their next stops. Features an actual National Road milemarker from Flintstone, MD.

Legendary Bridges

Crossing waterways is no easy feat, but on the National Road it was done with elegance and style.

The National Road Experience

Drivers Taking the Reigns – Danger at Every Turn

An examination of just a couple of aspects of daily life along the road.

Selfie Spot

Guests can take a photograph in front of Sideling Hill, and then tag themselves and our museum on social media.

“Along the Pike” Painting by Tony Mendez

This painting was completed by the famous artist and CIA agent Antonio (Tony) Mendez, whose most well known plan was the true event that inspired the movie Argo. It depicts many aspects of history along the National Road, and was intended as a preview of a proposed mural for downtown Hagerstown. The location of the proposed mural is also shown within the painting.

TROLLEY STATION MUSEUM

Building History

The Boonsboro Trolley Station we believe was built some time around or after 1910, however the exact date of construction is unknown. In the search for information: The Sanborn Fire Insurance maps show the railway using the neighboring factory as a station only in 1904 and not in later years despite growing need for such a facility. The property is also not listed in the 1914 company mortgage except for the mention of the line from [Wagners] Crossroads to Boonsboro being railway property. The only Sanborn map which the station building appears in was in 1928, when it is listed simply as an office. We know, however, that it was built by the railway and that it predates the 1920s.

The building was used for both passenger and freight operations by the railway. Very few specific details are known about the history of the building beyond what can be identified from photographs of the exterior. A Maryland Art Institute Historic Preservation Class did a survey of the building in 2005 to determine past renovations and provide restoration suggestions.



When trolley service began in Boonsboro in 1902, the company used an existing industrial building which once stood where the gray block house (Warrenfeltz House / Dealership for Life) now stands, to the immediate left of the National Road Museum building. That building had been at different times a fruit basket and crate factory, grist mill and later lumber and coal business. It is listed on one Sanborn map as the freight warehouse of the railway with a railway-owned office in the front portion. At that time, the site of the National Road Museum was a steam powered saw mill.

The site of the present trolley station was occupied by a partially constructed power plant building which was never completed.

By 1910, the basket factory had been sold by the railway and the Boonsboro Ice and Supply company had constructed their ice factory on the property alongside the unfinished power plant. It was immediately beside this where the new trolley station was constructed. A shelter was constructed over the track immediately in front of both buildings under which trolleys and passengers would be protected from the weather.

The porch of the trolley station was constructed at an elevation to be level with the baggage door of trolleys on the Main Street side, and cargo wagons and trucks on the Park Lane side of the building. Benches were present on the porch and originally the staircase was recessed into the porch to allow trolley cars the ability to pass within inches of the front of the porch. There were no railings originally,

these have been added for public safety. A freight siding ran along the inside edge of the present day sidewalk and still exists buried under the soil to this day.

At some unknown time the interior wall of the structure was removed, made evident by the differing flooring materials and the presence of vertical plank interior walls along the waiting room portion of the building. The wall was reconstructed based on these observations. It is believed based on second-hand recollections that after some time the railway ceased operating a waiting room within the structure and instead sold tickets and offered passenger seating inside of the Ice and Supply building using the trolley station exclusively as a freight warehouse.

This suggestion is consistent with the presence of a door which would have connected the two buildings that was removed during the building restoration. This is also consistent with company practice being that the railway occasionally contracted local retail establishments along the route to sell tickets and offer waiting areas for passengers eliminating the need to employ a full time station agent.

The Warrenfeltz family built their first hardware store before 1910. This structure burned down in 1933 and was replaced by the new Warrenfeltz building, now the home of the National Road Museum. The new structure includes trolley track in use as the "I" beam supporting the main floor.



After trolley service ended in 1938, the entire property ultimately became the property of Warrenfeltz Hardware and Supply company. The trolley station became a warehouse for storing bagged goods such as fertilizers, seed and feed. The trolley shelter over the front of the building was removed and the track out front replaced by a new roadway and scale to weigh road vehicles being loaded with bulk goods.

Several other factories and warehouses surrounded the property, and these all became part of Warrenfeltz. Between 1980 and 2005, nearly 20 structures of various sizes had been removed from the surrounding property including the ice factory.

By the 1990s, the trolley station building was being used as a garden center and plant nursery business which was its last use before abandonment. In the early 2000s the building was almost demolished during the construction of Park Lane, however it was instead preserved and restored by the Town of Boonsboro, who now own the property due to the presence of the area spring.

After restoration, the trolley station was filled with local objects from the Doug Bast Boonsboro Museum of History collection and other private collections. While some trolley elements were included in the layout, the majority of this layout was to provide a look at objects and images of interest from the town's past. The newly minted museum was opened in 2009.

Soon after planning began on the National Road Museum in the neighboring building.

The station went through changes in 2022 as the NRHF partnered with the H&FRHS, who installed temporary trolley exhibits in the building and rearranged objects on display. A Heart of the Civil War Heritage Area grant awarded in late 2022 has allowed for the installation of most of the exhibits present in the museum today.

Exhibits

The following exhibits and highlight features are found inside of the Trolley Station Museum.

Waiting Room

No photographs of this room in use as a waiting room are known to exist. It has been arranged to simulate an average small railroad waiting room. The walls dividing this room from the freight area were removed by a previous owner and replaced during restoration in 2009. Displays in this room offer a brief summary of the community and its history as well as the function of the waiting room and station agent.

- The stove is inaccurate as a slightly smaller potbelly stove was likely in place, however the placement of the locally manufactured stove is correct.
- The waiting bench was used at the H&F Railway's Braddock Heights station.
- The desk was used in a local Boonsboro business.
- The safe was used by the Warrenfeltz Hardware business which owned the property for many years.

Freight Room Exhibits

This room appears much as it did in trolley operation when it was used to store freight dropped off by trolley or awaiting pickup for transport by trolley. When in service the room would have likely been largely unheated and empty except for stacks of goods sorted by destination. Goods being transported to or from road vehicles would have been brought in through the large rolling door facing Park Lane while goods being moved to or from trolleys would be transported out of the double front doors facing Main Street. The building did not have a railing on the porch at that time, it has been added for modern safety requirements.

Ice, Industry and Interurbans

- Writing Desk and Freight Documents – the desk was used in a local bank but a similar, smaller desk would have likely been present near the door. Documents are a replicas and recreations based on originals in the H&FRHS archives.
- Ice Forms – wooden boxes made from crates that were used in the production of ice on the property.

The Trolley Era in Central Maryland

This overview gives the basic history of the railway's construction and decline.

Good For Business

How the trolley impacted small businesses, with a focus on Boonsboro.

Transporting Freight the Electric Way

Freight was a major part of the railway's operation, especially the shipment of agricultural goods. It also became important during World War II.

Trolleys of the H&F

A summary of the types of trolleys which operated on the H&F including lists and photographs of some better known cars.

Exhibit case

Objects in this case come from various trolleys, most of them H&F. The two ticket registers (counting machines registers) are identical to those used on H&F trolleys but cannot be confirmed whether they were indeed local. Most other parts come from H&F coach 150 and "Last Trolley" interurban 172. The headlight was used on several of the local trolleys and can be seen in the photograph of Freight Motor #1.

Connecting Communities

The railway connected over two dozen communities along its route. Several are shown with images of the trolleys in those town accompanied by the average time it would take to reach that town from Boonsboro by trolley as well as the one-way cash fare.

Metro Map

The style shown was never used by the railway and is based on modern subway map designs. It is used here to show the different route assignments that individual trolley cars could be given to show where passengers would need to change trolleys to get to a destination. A topographically accurate map is also available beside the Freight exhibit.

Mail & Parcel

Trolleys were a primary provider of transportation for mail and packages across the region.

150 Series

This exhibit discusses one particular class of trolley and its significance to the railway and the region itself.

- Window & Door – These items as well as some items in the large trolley parts case were removed from #150 during the Myersville restoration of the car in 2017-2018

From Transportation to Transmission

An overview of the company's evolution from a trolley railway into a massive power company during the 1910's and 20's.

Display Frame

An assortment of employee's badges and keys from the company's history.

Beyond the Lines

Here guests will learn about other ventures by the company including bus services, amusement parks and appliance sales.

End of Services

A brief overview of the end of trolley service. Accompanying QR Code allows guests to listen to interviews from the last trip.

Rare Incidents

Accidents and injury on the railway were rare but did take place. Some are discussed here.

- Ticket Punch – This punch was owned by George Victor Fraley, pictured with the punch, who perished in the South Mountain wreck discussed in the panel.

Trolleys after the H&F

This exhibit discusses the fate of several of the trolleys after retirement from service.

Potential Visitor Questions & Answers

Q: How fast did the trolleys go?

A: On average the trolleys were capable of 20-25mph on level ground. The actual average speed varied based on which route was being traveled. Most routes averaged approximately 17mph. Of course, the actual speed was often referred to as being “slow uphill and fast downhill” leading to comparisons to the “Toonerville Trolley” cartoons and jokes that the local trolleys were so slow they needed a cowcatcher on the rear end!

Q: What did it cost to ride the trolley?

A: The price of a trolley ride changed over the years. The prices listed throughout the museum are from the summer of 1920 which was during the peak ridership of trolley service.

Cash price listed in our “Destinations from Boonsboro” Display are one-way fare paid while boarding. Passengers could save money and pay less up front for a round trip ticket or a booklet of tickets valid for anywhere from a week to a month from the date of purchase.

Q: Were the trolleys electric?

A: Most early and museum-operated trolleys are powered by 600 volts of DC Electricity. This was more dependable, safer and provided more strength at the turn of the century compared to AC power. In modern cities, many trolleys and light rail now operate on the more efficient AC power.

Q: Were trolleys like trains?

A: Trolleys are a type of electric railroad car, and a form of railroad or train transportation. The term train most often refers to situations where two or more vehicles are connected together in tandem, and while not done often, trolleys could be coupled together, and freight motors pulled trains of freight cars.

ADDITIONAL RESOURCES

On the following pages you will find an assortment of additional resources, photocopies and additional details from external sources.

Also ask about the following books

Trolley History

“Blue Ridge Trolley” by Herbert H. Harwood, Jr.

National Road History

The Old Pike by Thomas B. Searight

A Guide To The National Road edited by Karl Raitz

The National Road In Maryland by Robert Savitt

Traveling the National Road by Merritt Lerley

America’s First Interstate by Roger Pickenpaugh