

## **NEW JERSEY HISTORIC TRUST**

### **NJHT Board of Trustees Meeting Wednesday, June 12, 2019 Red Dragon Canoe Club Edgewater Park, Burlington County**

#### **Call to Order**

Ms. Foster called the meeting to order at 10:04 am

#### **Open Public Meetings Act**

Ms. Guzzo notified the Board that public notice of the meeting was made in accordance with the New Jersey Open Public Meeting Act.

#### **Roll Call**

Ms. Guzzo called the roll and confirmed the meeting had a quorum.

Trustees present: Janet Foster, Deborah Kelly, Peter Lindsay, Katherine Marcopul, Kenneth Miller, Katherine Ng, Meme Omogbai, Chris Perks (by phone), Patricia Ann Salvatore (arrived 10:10), Robert Tighue and Sean Thompson.

NJHT Staff present: Dorothy Guzzo, Glenn Ceponis, Carrie Hogan, Haley McAlpine, Erin Frederickson and Ashley Parker.

DAG present: Beau C. Wilson

Public present: Louis Gentilucci (accompanied DAG Beau C. Wilson)

#### **Public Comment**

No public comment.

#### **Approval of Minutes**

Ms. Foster asked if there were any comments or discussion regarding the March minutes of the Board. It was noted that there was a typographical error on the bottom of Page 3 to be corrected. There being no additional comments, Ms. Foster moved to accept the revised meeting minutes, seconded by Mr. Miller. Ms. Omogbai abstained from the vote. The motion passed unopposed.

#### **Communication:**

Ms. Guzzo referenced the Board packet and noted a thank you note from the Lake Hopatcong Foundation for grant funding. New Trust employee Erin Frederickson was introduced and welcomed by the Board.

## Reports of Officers

### Chair:

Ms. Foster thanked the staff for all its efforts during a challenging time. It was noted that Ms. Guzzo has been working with DCA and moving a number of items forward. It was also reported that the event pertaining to the *On Demand* segment, jointly held with Craftsman Farms, was a great success.

### Vice Chair

No report.

### Treasurer:

Mr. Tighue referenced the Treasurer's report located within the Board packet. Details are still being worked out between DCA fiscal and the Treasury Department regarding the change of the Trust's administrative costs being taken directly out of our CBT allocation for the next fiscal year. Administrative costs are being budgeted at \$910,000. Our allocation of CBT funds also includes the one-time allotment for the Trust's new database. Ms. Guzzo provided an explanation of the scope of work the Trust is developing with DCA's IT Department for the new database. Included in this will be the integration of all the data in our current database into the new database. It will likely take a year to complete the project. The new system will be able to track all of the Trust's programs and pull it all together by resource. Ms. Guzzo reminded the Board that our current system was developed almost twenty years ago and we had added new programs as well as changed other programs. There are issues with the current system as well as it is not very efficient, and it does not function as a management tool. Staff training will be included in the package. Mr. Tighue suggested keeping the new system as simple as possible based on his recent experience with newer systems. Ms. Guzzo emphasized that it is a very exciting prospect.

Ms. Kelly made a motion to accept the report of the Treasurer, seconded by Ms. Omogbai. The motion passed unopposed.

### Secretary:

No report.

### Executive Director's Report

Ms. Guzzo referenced her report, and the staff report included in the Board packet. Ms. Guzzo reported that there is a new legislative liaison at DCA. She has been following up on the Trust's board appointments, vetting proposed new board members. It looks as though getting new board appointments may actually happen this time. Everyone is hopeful. The plan is to leave the expired terms in place and fill the vacant positions first and then deal with the expired terms.

Ms. Guzzo also reported about the need to revise the Trust's enabling legislation because of programming changes and changes within the new Preserve NJ Legislation. Ms. Guzzo has been

working on drafting the revisions and will be working with DCA's legislative liaison following the close of budget season. In addition to program related changes, some of the changes being considered focus on our lapsing fund pertaining to our conference, revolving loan fees and clarifying an Ex Officio Officer board member should represent Department of Community Affairs not the Department of State. It was noted that the Trust will need a Legislative sponsor for the bill. Our legislative liaison appears very plugged in, so we will need to decide which legislators to identify as our sponsors.

During the Trust's September meeting the Board will have to approve a budget. Items being considered for the budget include the Trust's own budget, funding for Best Practices, funding for grant evaluators every year and funding an archaeological consultant. Additionally, Trust staff has been working with activities pertaining to the 100<sup>th</sup> anniversary of women's right to vote in America. Specifically, one activity that could use Trust sponsorship is a 'Slow Roll' bicycle event. The Board will have to decide if it will include financial assistance for this in its upcoming budget. Trust staff member Haley McAlpine has been the lead organizer for the Slow Roll.

It was also reported that the Trust had a meeting with the head of NJ Division of Travel and Tourism, specifically about having the Department of State include Heritage Tourism as part of its economic impact study of tourism in the State. If not included every year it should be included every few years. The Division is ok with adding the survey if the Trust pays for it. The cost estimates for adding it to the tourism survey appear unreasonable and the Trust thinks this can be reduced. They will continue to discuss the topic with the Office of Tourism to both reduce the cost, but also have Travel and Tourism to absorb the full cost.

Ms. Kelly spoke about including a session at the State Tourism Conference on Heritage Tourism. While it would be good to have the keynote speaker address this topic, at least getting a session included in the conference would be a significant step.

Ms. Omogbai asked about the anticipated impact of having funding for regular grant rounds. Ms. Guzzo anticipates a large impact. We have already incorporated some changes including consideration of multi-year projects. The Trust is also looking at purchasing preservation easements and working with developers regarding our revolving loan program. Ms. Guzzo did not think the Trust will have any difficulty in awarding the increased Trust funds, there is still a great need for our funding. It is still important to let legislators know how the Trust funding is impacting and benefiting their constituents.

A question was raised regarding the Trust's flexibility. Ms. Guzzo responded that the new legislation allows for flexibility and we will be able to use our Strategic Plan to guide us. The Board concurred that the Trust needs to be versatile.

Ms. Guzzo also pointed out that the Lieutenant Governor has been very supportive of the Trust and of preservation in general.

### **Report of the Department of Community Affairs**

Mr. Thompson reported that everything is still centered on the FY 20 budget, waiting to see if all of DCA's requests make it through. Mr. Thompson also noted that \$2.5 million is going to the Neighborhood Revitalization Tax Credit program and another \$500,000 to the reestablished Main Street program. Mr. Thompson provided a brief explanation of the programs and also mentioned additional monies available through the Affordable Housing Fund program. Mr. Thompson said that his group is coordinating efforts on both the Neighborhood Revitalization Tax Credit and Main Street NJ programs with NJ HPO and the Historic Trust.

Mr. Thompson stated that Downtown Marketing Organizations have been submitting applications for Main Street grants. Out of the existing twenty-two organizations, seventeen applied for grant funds.

Ms. Guzzo reported that NJ HPO and NJHT had a meeting the DCA code officials regarding changes to the State building code, specifically building permits are no longer required for roof replacement and window replacement. An unanticipated consequence was contractors were not applying for Certificates of Appropriateness for these actions because they did not need a building permit. NJHT and HPO met with DCA codes to figure out how to get the word out to local code officials that they still need HPC approval within locally regulated historic districts for this and other activities even if building permits are not required.

### **Report of the Department of Environmental Protection**

Ms. Marcopul reported on the completion of five mitigation projects funded under the SANDY Disaster Recovery Program. These included architectural survey projects in Cape May, Hoboken, and Ocean City; elevation design guidelines in Beach Haven and an archaeological investigation of Higbee Beach. The CRS reports will be available online.

Ms. Marcopul reported that the office attended a two-day meeting of Northeast SHPO offices that included a number of NPS personnel. Much of the discussion focused on the proposed changes to the National Register listing process. Over 3,000 comments were received regarding the proposed changes. All but four of the comments were against the changes. The rule proposal did not sufficiently consult with Tribes, which resulted in a lot of outcry. The NPS will reach out directly to Tribal leaders. We will have to wait to see if any of this outreach results in changes to the rules. Ms. Guzzo asked if any groups were lobbying congress. Ms. Marcopul reported that a committee was formed to oppose the changes and legislators are aware of the concerns. Currently they are building an administrative record. There is a strong basis for legal action if needed. Ultimately the changes can still be implemented if the government is in favor.

Ms. Marcopul stated that the NPS extended the SANDY grants to December 30<sup>th</sup>, 2019. The lighthouse projects in particular have been the most difficult to complete.

Ms. Marcopul reported that also at the regional meeting the American Battlefield Protection Program gave a report and mentioned how it has grant funds available for easement acquisition. This is something the Trust may want to keep in mind and potentially partner with as we look

into purchasing easements. Assemblyman Dancer is drafting legislation focused on a curatorial lease program for State-owned sites. This would make it easier for people to lease State Park buildings (for example they would not have to use prevailing wage if hiring contractors). Ms. Foster asked if the building could be used for commercial purposes. Ms. Marcopul responded that individual or non-profits can lease the buildings from the State and then sublease them to commercial interests. This could have a huge impact on listed or eligible historic buildings, bringing them back into active use. HPO staff will review the legislation to make sure it is workable. Ms. Omogbai asked who will be the key coordinators. Ms. Marcopul stated that DEP will promulgate the rules.

### **Report of the Department of Treasury**

Mr. Tighue reported that the Treasury Department is making preparations in the event that the State Government shuts down because of a budget impasse.

Mr. Tighue also reported that restoration activities at the State House continue.

### **Report of the Executive Committee**

See new business.

### **Report of the Grants & Loans Committee**

Ms. Kelly referenced the Committee's report included in the Board packet. Ms. Foster asked if Board members had any conflicts with these projects – there were none. Ms. Kelly reviewed requests for extensions for the Ocean City Life Saving Station and Church of the Presidents. Ms. Kelly made a motion to grant the extension as recommended by the Grants & Loans Committee, seconded by Mr. Miller. The motion passed unopposed. Ms. Kelly made a motion to adjust the scope of work for Church of the Presidents as recommended by the Grants & Loans Committee, seconded by Mr. Miller. The motion passed unopposed.

Ms. Kelly briefly reviewed some open projects as presented in the Committee report. It was also reported that the Trust received ninety-four applications in its 2019 Preserve NJ grant round. Staff is beginning to review applications and make site visits. Also working with our outside evaluators on application reviews.

The Assembly Committee is expected to vote tomorrow on the Preserve New Jersey legislation.

Ms. Kelly then reported that the Trust received two applications under the License Plate grant program: an application from Liberty Hall and from Princeton Battlefield. The Committee does not recommend funding either of the projects. Liberty Hall is not linking to any other sites and it was not a complete application. Princeton Battlefield is applying for the same program the Trust funded previously. The Committee thought that the Trust should not be the only source of funding for this project. The remaining funding will carry over for use in the next fiscal year.

Results from IMS marketing of the license plate will be reviewed in the fall.

### **Report of the Easements and Acquisitions Standing Committee**

Mr. Miller referenced the Committee's report in the Board packet. Mr. Miller then reviewed applications for perpetual easements from 100 Elm Street in Branchburg and from the Krueger Scott Mansion in Newark. Following an explanation of each application Mr. Miller made a motion to accept each, seconded by Ms. Kelly. The motion passed unopposed. Ms. Foster noted the low number of annual perpetual easement site visits in the last quarter compared to the overall number held by Trust. Mr. Ceponis responded that because of current staffing limitations fewer site visits were made in the last quarter. Ms. Guzzo also stated that as the easement endowment increases and the number of perpetual easements increase, there may be a staff position dedicated to easement monitoring.

### **Report of the Combined Strategic Planning and Legislation and Policy Standing Committees.**

See new business.

### **Education Committee**

Ms. Salvatore reported that the Trust met with Jeff Vasser of the State Tourism Department in May. It was a very positive meeting and Mr. Vasser was very positive towards cultural heritage tourism. Ms. Salvatore stated that it was refreshing to hear that this was on their radar screen.

Ms. Salvatore also reported that there is new legislation that would hurt craft breweries and that could impact some historic sites who are partnering with craft breweries to increase revenues.

### **Unfinished Business**

None

### **Legislative Oversight**

It was noted that AR235 was introduced by Assemblyman Bucco to change the State Constitution and allow preservation funding of churches. He is currently the only sponsor. Also included in the Board packet, among other items, is that we signed on to the African American Burial program. As discussed earlier in the meeting, the Trust will provide comments regarding NPS National Register changes.

### **New Business**

Ms. Ng provided a summary of the Trust's Strategic Plan and its five current initiatives. The Trust accomplished its #1 Initiative, which was having \$10 million available annually for its programs. This was obtained with the new Preserve NJ legislation. Initiative #2 pertains to the Tax Credit program, which will help with preservation and development. Initiative #3 is having a formal partnership with M.A.R.C.H. program at Rutgers. Initiative #4 increases focus on heritage tourism. Our social media campaign has been very successful. Our Preserve NJ grant program is also allowing us to better address heritage tourism. The *On Demand* with Rob Lowe gave us additional press exposure. Initiative #5 Governance Pressures – diversity in our Board makeup in the future is needed to keep the Trust robust. Board members also have to remain vocal with

their legislators and the public for the Trust to remain relevant and known. It is also important to fill our Board vacancies. The Board has made good accomplishments.

Ms. Ng announced that the Trust will conduct another Strategic Plan session to devise new initiatives moving forward. The Board agreed that we should get together as a group to discuss these new goals and initiatives. Considering October 28<sup>th</sup> or 29<sup>th</sup> and it will be facilitated by Allison Trimarco again. Location to be determined. Ms. Ng reminded everyone to review their individual commitments and consider what commitments they want for next year. The Executive Committee will pull together ideas in preparation for the Strategic Plan session.

The Board selected a Nominating Committee to propose officers at our September Board Meeting. Ms. Kelly will Chair the committee and recruit its other members.

### **Adjournment**

There being no additional business, Ms. Foster made a motion at 12:02 to adjourn the meeting, seconded by Ms. Omogbai. The motion passed unopposed.