

## **NEW JERSEY HISTORIC TRUST**

### **NJHT Board of Trustees Meeting Wednesday, September 18, 2019 Hunterdon County Courthouse Flemington, Hunterdon County**

#### **Call to Order**

Ms. Foster called the meeting to order at 9:59 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.

Ms. Carrie Fellows, director of the Hunterdon County Cultural and Heritage Commission and Director of Planning and Land Use, welcomed the Trust to the historic Hunterdon County Courthouse and thanked the Trust for past grants and its preservation work.

#### **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 (by phone), Robert Tighue and Sean Thompson.

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

DAG present: Mr. Kaiser

Public present: Margaret Westfield of Westfield Architects and Preservation Consultants and Patricia Ruby Executive Director of the Hunterdon Land Trust.

#### **Election of Officers**

Ms. Kelly, Chair of the Nominating Committee, presented the Committee's slate of offices to the Board. The Committee presented the following slate of officers: Chairperson – Kenneth Miller, Vice-chair – Katherine Ng, Treasurer – Robert Tighue, and Secretary – Peter Lindsay. Ms. Foster asked if there were any additional nominations. There being no additional nominations, Mr. Perks moved to accept the slate of officers as presented. Ms. Salvatore seconded the motion and the motion passed unanimously. Mr. Miller in accepting the position of Chair conveyed gratitude from the entire Board to Ms. Foster for the excellent job she did as Board Chair.

### **Public Comment**

Ms. Ruby and Ms. Westfield made brief introductory statements to the Board. The Board thanked them for attending.

### **Approval of Minutes**

Mr. Miller asked if there were any comments or discussion regarding the June minutes of the Board. There being no comment Ms. Kelly moved to accept the meeting minutes, seconded by Ms. Omogbai. The motion passed unopposed.

### **Communication:**

Ms. Guzzo referenced a letter in the Board packet.

### **Reports of Officers**

#### **Chair:**

Ms. Foster as immediate past chair conveyed that it had been an amazing three years as Board Chair. Ms. Foster reflected on the difficulties for the Trust during lean funding years and now, miraculously, the Trust has a solid and significant source of funding. The Trust has made great strides. Ms. Foster closed her remarks by thanking the Board and staff for their support during her tenure and in general.

Mr. Miller reiterated how the Trust went from minimum funding to where the Trust had hoped to be. This increased funding is very positive and will allow the Trust to make significant impacts now and into the future.

#### **Vice Chair**

No report.

#### **Treasurer:**

Mr. Miller referenced the Treasurer's report located within the Board packet. Mr. Miller referenced some formatting changes to the Treasurer's report and how these changes make it clear and easier to follow. Mr. Miller noted that the Trust came in under budget last year. Mr. Miller stated that the proposed budget includes two years of administrative funding to better fit within the CBT allocation process. Mr. Miller noted that CBT collections have been up this year, which will impact what we can fund. Mr. Miller also reminded the Board that the CBT collections can also go down. Mr. Miller then continued to briefly go through some items in the budget including an increase in the staff line item because of an increase in staffing. Ms. Guzzo also explained that the Trust has a one-time allocation of \$500,000 to upgrade the Trust's database, which is progressing. Ms. Omogbai commented on how the budget will provide for a greater volume of grants that the Trust can award. Ms. Omogbai made a motion to approve the FY 2020 budget as presented, seconded by Mr. Thompson. The motion was approved with no opposition.

Mr. Tighue then made a motion to draw down two years of administrative funding totaling \$2 million dollars (\$1 million per year). The motion was seconded by Ms. Omogbai. The motion passed unopposed.

**Secretary:**

The Secretary's report will be part of the Strategic Plan discussion.

**Executive Director's Report**

Ms. Guzzo referenced her report, and the staff report included in the Board packet. Ms. Guzzo reported that Sam Siegel joined the Trust staff in a temporary position. Ms. Guzzo stated that the Trust has been very busy with the latest grant round. Ms. Guzzo also reported that the Governor nominated four new members for the Trust Board. The Trust is hopeful that they will be confirmed and on the Board by the December meeting. The four people have been invited to the October Board retreat and include: Lisa Easton, Troy Simmons, Raphael Kasen and Allen Kratz. Ms. Guzzo provide brief intros for each.

Ms. Guzzo spoke with DCA's Legislative Liaison regarding our revised enabling legislation and choosing sponsors for the proposal. Ms. Guzzo is hopeful that the revisions are ready by the end of the year. The version included in the packet is what should be passed on to legislators. Mr. Miller and other Board members discussed the rules and recommended some minor changes of which Ms. Guzzo will revise and redistribute to the Board. Ms. Kelly referenced the required experience for new board members. It was decided that future Board member have cultural nonprofit management experience. Mr. Lindsay asked about the reference to the application fee for revolving loan applications. Ms. Guzzo stated that realistically it will not go above \$250, but the Board can approve the amount annually. Currently the fee is \$100 and it is not reflective of the amount of staff time need to review the application. Ms. Guzzo will make all the recommended changes and get the revised rules back out to the Board members. Assignments will be made once the bill sponsors are determined. Ms. Guzzo offered to accompany Board members on their legislator visits if requested.

**Report of the Department of Community Affairs**

Mr. Thompson reported that DCA has some personnel opening in the Office of Homelessness Prevention as well as \$60 million available for affordable housing project. Ms. Foster asked If the money can be applied to rehabilitation projects. Mr. Thompson indicated that the funds can be used for rehabilitation project. Mr. Thompson also reported that New Jersey has twenty-one Main Street organizations. The State program is contracting with the National Main Street Center. Mr. Thompson mentioned legislation being drafted for a business zone loan fund. DCA will work with the Trust and possibly with the 1772 Foundation to help with the program. It was brought up that the 1772 Foundation has an interest in helping with the Main Street program.

**Report of the Department of Environmental Protection**

Ms. Marcopul provided an update on the National Park Service's National Register Rulemaking revisions. The NPS did outreach to Native Tribes. The NPS anticipates having final rules by the end of the calendar year. It is unclear if any changes will actually be implemented. Everyone is

in a wait and see pattern. The NPS has been urged to withdraw the rule changes. The is no enforceability, however, the significant opposition to the proposed changes has now been put on the record.

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

Mr. Tighue reported that bids have been received for the rehabilitation of the State House and a contract should be awarded in the near future with construction to follow. Mr. Tighue also discussed how the Trenton Downtown Association is trying to attract people to Trenton's historic sites.

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

No report (see also Strategic Planning section)

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

Ms. Kelly referenced the Committee's report included in the Board packet. Mr. Miller asked if Board members had any conflicts with the extension or the list of recommended grant awards – Ms. Ng indicated that she has potential conflicts with all Level 2 grants because of her contracting firm's potential involvement with potential construction projects resulting from the grants. Ms. Salvatore indicated that she has potential conflicts with Historic Cold Spring Village grant as Executive Director of Historic Cold Spring Village. Mr. Perks indicated that he has a conflict with the Camden County Historical Society project because he sits on the Board of the Historical Society. Mr. Tighue indicated he has potential conflicts with projects associated with the Trenton Downtown Association because he sits on the Association and state-owned projects because of DPMC's involvement with the projects.

Ms. Kelly then reviewed the extension for the Douglass House and Jackson Street Bridge project. Ms. Kelly moved on behalf of the Committee to grant the extension as recommended, seconded by Ms. Omogbai. The motion passed unopposed. Ms. Kelly briefly reviewed some of the open grants in the Board report. Ms. Kelly reported that the NPS Sandy grant program had been extended to the end of December. Most of the projects are expected to be complete by the end of September and the few others by the deadline.

Ms. Guzzo and Trust staff then presented a powerpoint of the 2019 Preserve NJ grant round including projects recommended for funding. A list of proposed recommendations is attached to these minutes.

HSM Projects - Mr. Perks recused himself from discussion and voting. Ms. Kelly made a motion to accept the HSM planning awards as recommended by the committee, seconded by Mr. Tighue. The motion passed unopposed.

Heritage Tourism Projects – Following a review of the projects Ms. Kelly made a motion to accept the list of the Committee's recommended projects, seconded by Ms. Omogbai. Mr. Tighue abstained. The motion passed unopposed.

Level I Projects – Ms. Salvatore recused herself from discussion and voting on the Historic Cold Spring Village project. Mr. Tighue recused himself from discussion and voting on the Morven project. Ms. Kelly made a motion to accept the Committee’s recommendation to award funds to Morven and Historic Cold Spring Village, seconded by Ms. Foster. The Motion passed unopposed. Ms. Kelly then made a motion to accept the remaining list of Level I projects as recommended by the Committee, seconded by Mr. Tighue. The motion passed unanimously.

Level II Projects – Mr. Tighue and Ms. Ng recused themselves from discussion and voting on the Seaside Heights project. Ms. Kelly made a motion to accept the Committee’s recommendation to fund the Seaside Heights project, seconded by Ms. Omogbai. The motion passed unopposed. Ms. Ng recused herself from all discussion and voting for the remaining list of Level II projects. Ms. Kelly made a motion to accept the remaining list of projects as recommended by the Committee, seconded by Ms. Omogbai. The motion passed unopposed.

Ms. Guzzo explained the Trust’s new multiphase grant program. This program allows an applicant to apply for multiple phases of a large project within a single application. Each phase has to be a minimum of \$500,000. Subsequent phases are awarded after preceding phases are successfully closed and the monies are made available in subsequent appropriations.

Multi-Phase projects – Ms. Kg recused herself from discussions and voting on all multi-phase projects. Ms. Kelly made a motion to accept the list of multi-phase projects as recommended by the Committee, seconded by Mr. Tighue. The motion passed unopposed.

Ms. Kelly then discussed the 1772 Foundation grant program with the Trust. Based on discussions with the 1772 Foundation it is unlikely that the 1772 Foundation will fund this program moving forward. Ms. Kelly explained how successful the program had been, especially in reaching small organizations. The 1772 Foundation is considering providing assistance in other ways, perhaps through New Jersey’s Main Street program or Revolving Loan Program. The Board endorsed sending the 1772 Foundation a letter of thanks for the years of grant funding they had provided the Historic Trust. Ms. Guzzo will see if the Lieutenant Governor would be willing to sign the letter.

Ms. Kelly reviewed the applications under the License Plate grant program. The Trust received eleven applications and the Committee is recommending funding of two projects. The Committee recommends grants of \$5,000 each to the Whitesbog Preservation Trust for its Cranberry History Trail and to South Mountain Theater Works & Television for its Drive By History show. Ms. Kelly made a motion to accept the recommendation of the Committee, seconded by Ms. Omogbai. The motion passed unopposed. Ms. Kelly explained that the Committee is suggesting that some of the applications reapply with some revisions and that others should consider applying under the Preserve NJ grant program. Ms. Kelly also mentioned that the Committee is considering looking for supplemental sources of funding for this program because the sale of license plates is not providing sufficient income to fund the increased number of applicants. Ms. Guzzo noted that the contract with the marketing agency has been closed.

Trust staff will work in-house in implementing some of the recommendations from the Marketing Plan moving forward.

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

Mr. Miller noted that the Easement Committee is organizing a meeting for October to review rules and get input from various agencies and stakeholders on the Trust's initiative to purchase preservation easements in the future.

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

Ms. Ng reported that the Executive Committee held a strategy session in July to review the Trust's 2018 strategic plan and discuss items to consider during the Trust's October board retreat. Ms. Ng reviewed five major initiatives stemming from the May 17, 2017 Strategic Plan. Ms. Ng then spoke of initiatives to be considered at the October retreat. These included in part: expanding the types of projects and activities under the Trust's funding programs; advocate for the state tax credit as a way to promote historic preservation as an effective tool for enhancing both large and small private redevelopment; advocate for professional development and training through revisions of the MLUL to require training of HPC members; advance heritage tourism as an essential component of the state's tourism industry; and improve the Trust's governance capacity through new appointments to the Board and through reaching out to the Lieutenant Governor.

Ms. Ng reminded the Board that the retreat will be on October 29<sup>th</sup> at the D & R Greenway in Princeton. Allison Trimarco will facilitate the meeting.

### **Education Committee**

Ms. Salvatore expressed concern regarding the lack of teaching history in the education system and wondered how/if the Trust could help. It was discussed that the Trust's Journey Through Jersey website might be an outlet to reach children. Board members stated that the NJ Historical Commission is looking to engage with educators and maybe the Trust should try and coordinate with the Historical Commission. Ms. Omogbai suggested leveraging existing relationships with historical societies and other organizations who have been providing educational opportunities for years, rather than trying to do it on our own. Ms. Salvatore suggested sharing a table with the South Jersey Cultural Alliance at the state teachers conference. Ms. Kelly and Ms. Foster volunteered to staff the table and promote the Journey Through Jersey website.

Ms. Salvatore reported on how the changes in the craft brewing legislation has limited the number of events a nonprofit can have per year and thus how it is hurting the potential for nonprofits to raise funds. Ms. Salvatore promoted the need to lobby to make changes to the legislation.

### **Unfinished Business**

None

**Legislative Oversight**

No report.

**New Business**

No new business

**Public Comment**

Carrie Fellows again thanked the Trust for the current grant and for past grants for the courthouse complex. Mr. Miller thanked Ms. Fellows for the use of the venue.

**Adjournment**

There being no additional business, Mr. Miller made a motion at 11:52 to adjourn the meeting, seconded by Ms. Kelly. The motion passed unopposed.

**Historic Site Management Grants for Planning Documents (up to \$50,000)**

<b>Applicant</b>	<b>Project Name</b>	<b>Property County</b>	<b>Property Municipality</b>	<b>Grant Award</b>
New Milford Borough	French Huguenot Cemetery and Huguenot Church Site Historic District	Bergen	New Milford Borough	\$11,250.00
Alice Paul Institute	Alice Paul Birthplace (Paulsdale)	Burlington	Mt. Laurel Township	\$27,263.00
Shipman Mansion Foundation, Inc.	Red Dragon Canoe Club	Burlington	Edgewater Park Township	\$15,150.00
Doane Academy	Doane Academy	Burlington	Burlington City	\$41,524.00
John Woolman Memorial Association	John Woolman Memorial House	Burlington	Mount Holly Township	\$38,445.00
New Hanover Township	General Edward S. Godfrey House	Burlington	New Hanover Township	\$30,000.00
Haddonfield Friends School	Haddonfield Friends School	Camden	Haddonfield Borough	\$50,000.00
Camden County Historical Society	Benjamin Cooper Ferry and Tavern	Camden	Camden City	\$50,000.00
City of Jersey City	Van Vorst Park Historic District	Hudson	Jersey City	\$45,000.00
Hudson County	Lincoln Park (West Side Park)	Hudson	Jersey City	\$50,000.00
City of Bayonne	Bayonne Truck (Hook and Ladder) House #1	Hudson	Bayonne City	\$22,500.00

Trent House Association	William Trent House	Mercer	Trenton City	\$46,950.00
Edison Memorial Tower Corporation bda/ Thomas Edison Memorial Center at Menlo Park	Thomas A. Edison Memorial Tower	Middlesex	Edison Township	\$28,688.00
Allentown Public Library Association, Inc.	First Baptist Church and Parsonage	Monmouth	Allentown Borough	\$18,750.00
Town of Boonton	Boonton Ironworks	Morris	Boonton Town	\$50,000.00
Roxbury Township	Lafayette School	Morris	Roxbury Township	\$12,815.00
Morris County Park Commission	Merchiston Farm	Morris	Chester Township	\$50,000.00
Morris County Park Commission	Mount Hope Miners' Church	Morris	Rockaway Township	\$23,738.00
Morris County Park Commission	Moses Estey House at The Speedwell Village Historic District	Morris	Morristown Town	\$23,625.00
County of Passaic	Passaic County Courthouse	Passaic	Paterson City	\$50,000.00
City of Paterson	Great Falls Historic District (Ivanhoe Mill Wheelhouse)	Passaic	Paterson City	\$50,000.00
Hamilton Partnership for Paterson, Inc.	S.U.M. Auxiliary Steam Plant Foundation	Passaic	Paterson City	\$24,000.00
Friends of Passaic County Parks	Westervelt-Vanderhoef House	Passaic	Clifton City	\$14,049.00

Friends of Long Pond Ironworks	Long Pond Iron Works (Hewitt Church)	Passaic	West Milford Township	\$13,447.00
City of Clifton	John and Anna Vreeland/Hamilton House	Passaic	Clifton City	\$25,312.00
Musconetcong Watershed Association	Hoffman Grist Mill	Warren	Franklin Township	\$50,000.00

**Historic Site Management Grants for Heritage Tourism Projects (up to \$50,000)**

<b>Applicant</b>	<b>Project Name</b>	<b>Property County</b>	<b>Property Municipality</b>	<b>Grant Award</b>
Old Barracks Association	Old Barracks	Mercer	Trenton City	\$16,239.00
Trenton Downtown Association	Old Barracks	Mercer	Trenton City	\$30,000.00
Stickley Museum at Craftsman Farms	Craftsman Farms	Morris	Morris Plains Borough	\$43,875.00

**Level I Capital Preservation Grants (\$5,000 - \$150,00)**

<b>Applicant</b>	<b>Project Name</b>	<b>Property County</b>	<b>Property Municipality</b>	<b>Grant Award</b>
Save Lucy Committee, Inc.	Lucy, the Margate elephant	Atlantic	Margate City	\$20,400.00
City of Linwood	Linwood Borough School #1 (Linwood Public Library)	Atlantic	Linwood City	\$60,000.00
The Shipman Mansion Foundation, Inc.	Red Dragon Canoe Club	Burlington	Edgewater Park	\$125,700.00
Cherry Hill Township	Barclay Farmstead	Camden	Cherry Hill Township	\$90,000.00
Mid-Atlantic Center for the Arts & Humanities	The Cape May Lighthouse	Cape May	Lower Township	\$29,090.00
HCSV Foundation	Spicer Leaming House (HCSV)	Cape May	Lower Township	\$51,200.00
Millville Army Air Field Museum, Inc.	Millville Army Air Field Historic District	Cumberland	Millville City	\$42,189.000
Gloucester County	James and Ann Whitall House at Red Bank Battlefield	Gloucester	National Park Borough	\$142,500.00
Washington Township Historic		Gloucester		\$22,887.00

Preservation Commission	George Morgan Jr. Stone House		Washington Township	
Gloucester County Historical Society	Moravian Church	Gloucester	Woolwich Township	\$90,000.00
1759 Vought House, Inc.	Christoffel Vought Farmstead	Hunterdon	Clinton Township	\$15,000.00
Historic Morven, Inc.	Morven	Mercer	Princeton Township	\$53,550.00
The Information Age Science and History Learning Center and Museum (InfoAge)	Camp Evans Historic District	Monmouth	Wall Township	\$14,124.00
Allaire Village, Inc.	Deserted Village of Allaire Historic District	Monmouth	Wall Township	\$20,000.00
Ayres/Knuth Farm Foundation, Inc.	Ayres (Knuth) Farm	Morris	Denville Township	\$73,000.00
Friends Meetinghouse and Cemetery Association of Randolph Township	Friends Meeting House	Morris	Randolph Township	\$143,844.00
Roxbury Township	Morris Canal Inclined Plane 2 east	Morris	Ledgewood Township	\$50,040.00
Salem Old House Foundation	Abel Nicholson House	Salem	Elsinboro Township	\$86,400.00
Peters Valley School of Craft	Peters Valley Historic District	Sussex	Layton Township	\$51,150.00

Merchants and Drovers Museum	Merchants and Drovers Tavern	Union	City of Rahway	\$150,000.00
Township of Mansfield	Mount Bethel Methodist Church	Warren	Mansfield Township	\$120,000.00

**Level II Capital Preservation Grants (\$150,001 - \$750,000)**

<b>Applicant</b>	<b>Project Name</b>	<b>Property County</b>	<b>Property Municipality</b>	<b>Grant Award</b>
City of Burlington	William R. Allen School	Burlington	Burlington City	\$746,250.00
Bayshore Center at Bivalve	Bivalve Oyster Packing Houses and Docks, and "AJ Meerwald" Schooner	Cumberland	Commercial Township	\$533,105.00
City of Jersey City	Reservoir #3	Hudson	Jersey City	\$750,000.00
Hunterdon Land Trust	Case-Dvoor Farmstead	Hunterdon	Raritan Township	\$750,000.00
Township of Piscataway/Fellowship for Metlar House	Metlar House (Knapp/Bodine House)	Middlesex	Piscataway Township	\$175,000.00
Township of Rockaway	Ford-Faesch Manor House	Morris	Rockaway Township	\$348,388.00
Borough of Seaside Heights	Dr. Floyd L. Moreland Carousel and Wurlitzer 146 Band Organ	Ocean	Seaside Heights Borough	\$750,000.00

Township of Berkeley	Manitou Park School House	Ocean	Berkeley Township	\$656,537.00
City of Paterson	Van Houten House	Passaic	Paterson City	\$250,000.00
Friends of Historic Bernardsville	Dunster Squibb House	Somerset	Bernardsville Borough	\$222,349.00
County of Union	Felville Historic District	Union	Berkeley Heights Township	\$450,000.00
Knowlton Township Historic Commission	Ramsaysburg Homestead	Warren	Knowlton Township	\$365,725.00

**Multi-Phase Capital Level II Preservation Grants (\$500,000 - \$750,000)**

<b>Applicant</b>	<b>Project Name</b>	<b>County</b>	<b>Property Municipality</b>	<b>Grant Award</b>
Hoboken Public Library	Hoboken Free Public Library and Manual Training School	Hudson	Hoboken City	\$750,000.00
Hunterdon county Board of Chosen Freeholders	Flemington Historic District (Hunterdon County Courthouse)	Hunterdon	Flemington Borough	\$747,000.00
New Jersey Community Capital (Community Loan Fund of NJ, Inc) and the City of Trenton	East Trenton Library	Mercer	Trenton City	\$750,000.00

Township of Mount Olive	Seward House	Morris	Mount Olive Township	\$504,675.00
County of Passaic	Lambert Castle (Belle Vista)	Passaic	Paterson City	\$750,000.00