

## **NEW JERSEY HISTORIC TRUST**

### **NJHT Board of Trustees Meeting Monday, June 16, 2014 Historic Cold Spring Village Lower Township, Cape May County**

#### **Call to Order**

Ms. Omogbai called the meeting to order at 11:00 a.m.

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

Ms. Guzzo notified the Board that 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, John Hatch, Deborah Kelly, Peter Lindsay, Katherine Ng, Meme Omogbai, James Requa, Patricia Salvatore, Dan Saunders, and Robert Tighue

NJHT Staff present: Dorothy Guzzo, Judith Adams, Glenn Ceponis, Lauren Giannullo, Catherine Goulet, and Michelle Racioppi

Also present: None

#### **Approval of Minutes**

Ms. Omogbai asked for a motion to approve the minutes from the March board meeting. Ms. Kelly moved to approve the minutes. Ms. Foster noted two spelling errors in the minutes. Mr. Hatch seconded the motion to approve the minutes as corrected. The motion passed.

#### **Public Comment**

Ms. Salvatore, as Executive Director of Historic Cold Spring Village, welcomed the Board to the Village. She offered a tour of the village after the meeting and suggested also visiting Naval Air Station Wildwood, less than two miles from Historic Cold Spring Village.

#### **Communications**

Ms. Guzzo referenced an article provided to the Board by Sara Cureton, Executive Director of the NJ Cultural Trust and NJ Historical Commission, showing that fifty percent of museums are history organizations. This is significant because it wasn't known, but it is also significant because history organizations do not receive anywhere near 50% of the funding. A discussion ensued on how this information can be used to history organization's benefit. Ms. Omogbai reiterated the importance of the information and how it was first released at a national museum conference earlier in the year.

Ms. Omogbai raised the need for the board to assemble a nominating committee in preparation for September's annual meeting. Ms. Guzzo reported that the Executive Committee met by phone and discussed the need to elect a new slate of officers for the September meeting. Particularly with the departure of Raymond Arcario from the board there will need to be a new secretary and chairperson for the easement committee. The Executive Committee reached out to John Hatch to chair the Easements & Acquisitions Committee and he accepted. Ms. Kelly volunteered to serve as Secretary until a new secretary is elected at the September Board Meeting along with the rest of the slate of officers.

Ms. Kelly asked if the Board could send a thank you to Mr. Arcario for his years of service as the Board's Treasury representative and Chair of the Easements and Acquisitions Committee.

### **Reports of Officers**

#### **Chair:**

No report.

#### **Vice chair**

No report

#### **Treasurer:**

In Mr. Miller's absence Ms. Guzzo reported that Mr. Miller had reviewed and approved the Treasurer's report and referenced the same in the board packet. Ms. Guzzo explained that Treasury typically freezes the Trust's overhead partway through the year making it look like our accounts are in the red. Ms. Guzzo reported that everything is on budget as projected; we are waiting for Treasury to release the overhead, which we expect by the end of June. Ms. Foster and Ms. Omogbai praised the clarity of the report. Ms. Guzzo stated that the annual budget will be voted on by the Board at the September Board Meeting. Ms. Guzzo offered to answer any questions on the Treasurer's report.

#### **Secretary:**

No report.

### **Executive Director's Report**

Ms. Guzzo referenced the Executive Director's and the staff reports in the board packet. Ms. Guzzo reported that while the final costs are still being pulled together, the conference once again looks to break even. Ms. Omogbai acknowledged the incredible success of the conference. She conveyed that she spoke with a number of people at the conference who said it was the best conference they had attended. She thanked the staff and Ms. Guzzo for their efforts in gaining continuing education credits, providing networking opportunities, and running an overall successful conference. Likewise she praised Ned Kauffman for his plenary talk and availability throughout the day. Ms. Guzzo reported that there were over 400 registered attendees and exhibitors at the conference.

She stated that planning for next year's conference has begun. Mr. Saunders asked if a location was selected for next year's conference. Ms. Guzzo responded that the committee was considering Burlington County. Specifically, we are looking at Burlington Community College's Enterprise Center. Its proximity to Philadelphia would open up possibilities of partnering with the Preservation Alliance of Philadelphia. Also, former Trust Board member Ed Fox works for Burlington County and Ms. Guzzo stated that she has reached out to Mr. Fox to discuss various possibilities in the County. Ms. Guzzo said that she has set up an appointment with the College to discuss the conference. Ms. Foster asked if there were still discussions about the possibility of having the conference in Jersey City. Ms. Guzzo stated that Jersey City is difficult because the conference has grown so much. It is difficult finding an appropriate venue that could accommodate us. We held the conference at the Ferry Terminal at Liberty State Park in the past, but it could not accommodate us now.

While conferences in the southern part of the state typically draw less audience, we think we can increase draw from Philadelphia, especially if we partner with the Preservation Alliance, offsetting any loss of northerners who may not come down for the conference. Ms. Guzzo pointed out that we would be in Senator Diane Allen's district and that she has been a great supporter of historic preservation. The area also offers a lot of opportunity for tours with African American sites, Woman's History Trail sites as well as opportunities in and around Philadelphia.

Ms. Salvatore asked if the conference will still be combined with the Historical Commission. Ms. Guzzo stated that she assumed so. Ms. Salvatore stated that there is strength in numbers and that we want to make sure history is included. Ms. Guzzo stated that having speakers such as John Durrel and Ned Kauffman at the past conference as well as the range of sessions ensures that we reach the whole audience. Ms. Guzzo also reported that she polled the audience and that about half said they were new attendees. Getting new attendees and keeping the selection of sessions diverse is important to the conference. Ms. Kelly asked if we would consider having tours on a separate day to free up attendees to go to additional sessions. Ms. Guzzo said we are considering that.

#### Best Practices Workshops

Ms. Guzzo asked the Board if it would like the Trust to continue working with the Historical Commission on this successful series of workshops. If there is consensus to do so, we will add a line item to next year's budget (the Board provided informal consensus to continue the program). Ms. Guzzo stated that the Historical Commission is currently looking at possible speakers for the next workshop.

#### Sandy Disaster Relief Grants for Historic Properties

Ms. Guzzo reported that the program had changed from where it was at the March board meeting. The DEP Commissioner changed the program to exclude homeowners at this time. The compromise was that if, after thirty days, funds remained, the program might be opened to homeowners. Staff has been dealing with some phone calls from angry homeowners since they thought it would be open to them. Ms. Guzzo reported that we may miss some good projects by excluding homeowners. Ms. Foster asked if we are allowed to say no to projects if the project is

not that good. Ms. Guzzo responded that we need to see the actual applications to see what is eligible and to know how much money would be obligated. Mr. Saunders reminded the Board that the projects need to meet the Secretary of Interior Standards and that there is some interesting stuff such as the Romer Shoals lighthouse. Ms. Guzzo stated that it has not been easy with the changes being made to the program, but that we will just have to wait until July to see what applications actually come in.

#### Historic Trust Fiscal Audit

Ms. Omogbai suggested budgeting for a fiscal audit of Trust accounts for the next cycle because of the benefit the Trust has gotten from the last audit. A discussion ensued regarding the need and costs for an audit every year versus every other year. Ms. Omogbai suggested that an answer might be revealed at the end of the strategic planning process, which will be undertaken by the Trust in the near future.

Ms. Guzzo referenced the staff report included in the Board packet. Ms. Omogbai took the opportunity to thank the staff for its efforts and acknowledge the amount of activities the staff is involved with and that the Board does not have many opportunities to thank the staff, so she wanted to acknowledge Board's appreciation.

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

Mr. Requa reviewed the Department's efforts regarding Super Storm Sandy. DCA has provided \$130 million in CDBG DR grants in FY 13 and are hoping to get another \$111 million from the federal government to provide additional grants in 2014 and 2015 to support rebuilding efforts. DCA has also been involved with a number of redevelopment projects including projects in Passaic, Bayonne, Irvington, Atlantic City and the Bayshore region. When complete these projects should be valued over \$200 million to help reinvigorate these local economies.

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

Mr. Saunders explained how the HPO, post hurricane, focused initially on the big picture to try and eliminate areas that did not contain historic resources; and therefore, would not require any further review by HPO. Now the office is focusing on projects located within areas that contain historic resources. Mr. Saunders mentioned that the NPS has also changed the Sandy grant program by now allowing National Register-listed religious properties to apply for grant funds. The HPO will pass this change by the DEP Commissioner, but the assumption is that religious properties will be allowed to apply for disaster relief funds (subsequently the DEP Commissioner has allowed listed religious properties to apply).

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

Ms. Omogbai welcomed Robert Tighue as the Treasury representative on the Board. Mr. Tighue explained his role within the real estate section of the Division of Property Management and Construction. Mr. Tighue also provided an overview and status update on Eagle Manor. Specifically, he will be meeting with the purchaser at the site to go over the changed conditions of the buildings subsequent to the auction and determining a punch list of items that will need to be addressed. If Treasury and the purchaser cannot agree on what needs to be addressed the sale

may fall through and the property would stay in the possession of the NJ Department of Fish and Wildlife, which they indicated would be fine with them. Ms. Foster asked if this was the first time, or a test case, for the state selling land with a number of buildings on it. Mr. Tighue responded that it was the first time sale. He further explained that in this case Green Acres had purchased 600-700 acres of land and was trying to carve out a very small piece that had the historic buildings on it. The biggest issue potential buyers had with the site related to a recapture law that states that if within 20 years there is a change in value because of a zoning change, the owner would have to pay the state the difference. This appears to have scared potential buyers from bidding.

## **Reports of the Standing Committees**

### **Grants & Loans Committee**

Ms. Kelly referenced the Grants & Loans Committee Report in the Board packet. Ms. Kelly asked the Board to review the projects and to indicate if they had any conflicts. Ms. Omogbai stated she had a conflict with the Ballantine Carriage House. Ms. Kelly briefly reviewed all of the projects except the Ballantine Carriage House. Mr. Hatch made a motion to grant the extensions as recommended by the Grants & Loans Committee, seconded by Ms. Omogbai. The motion passed. Ms. Ng recused herself from the voting. Ms. Omogbai then left the room and Mr. Hatch, as Vice-chair took over the meeting. Ms. Kelly then reviewed the extension request for the Ballantine Carriage House. Ms. Foster made a motion to grant the extension as recommended by the Grants & Loans Committee, seconded by Mr. Saunders. Ms. Ng recused herself from the voting. The motion passed. After the voting was over Ms. Omogbai returned to the room and assumed the Chair.

Ms. Kelly explained that there was one additional request for extension from Raritan Borough that came in after the Committee's meeting. Ms. Goulet presented the request and reviewed the project. Mr. Hatch made a motion to grant the extension, seconded by Ms. Kelly. The motion passed.

### Requests for Extensions

**Grantee:** Orange Free Public Library

**Project:** Orange Public Library

**Grant Award No.:** 2006.2131

**Grant Award:** \$750,000

**Drawdown:** 14%

**Municipality:** Orange

**County:** Essex

*The Committee recommends an extension of the grant contract to May 31, 2016 to complete design, bidding, construction and closeout.*

**Grantee:** Newark Museum Association

**Project:** Ballantine Carriage House

**Grant Award No.:** 2008.2116

**Grant Award:** \$588,092

**Drawdown:** 12%

**Municipality:** Newark

**County:** Essex

*The Committee recommends a one-year extension to August 6, 2015 in order to raise matching funds from the city. Additionally the committee recommends that the Museum broaden their fundraising beyond just the City of Newark.*

**Grantee:** Long Branch Historical Museum Association

**Project:** Church of the Presidents

**Grant Award No.:** 2008.2031

**Grant Award:** \$467,296

**Drawdown:** 75%

**Municipality:** Long Branch

**County:** Monmouth

*The Committee recommends a two-year extension to August 6, 2016. The committee further recommends that the organization seek technical assistance to strengthen its effectiveness and increase capacity.*

**Grantee:** Hoboken Public Library

**Project:** Hoboken Public Library

**Grant Award No.:** 2008.2067

**Grant Award:** \$750,000

**Drawdown:** 19%

**Municipality:** Hoboken

**County:** Hudson

*The Committee recommends an extension to June 30, 2016 to complete bidding, construction and closeout.*

**Grantee:** Home Port Alliance for USS New Jersey, Inc.

**Project:** Battleship New Jersey

**Grant Award No.:** 2008.2101

**Grant Award:** \$100,000

**Drawdown:** 0%

**Municipality:** Camden

**County:** Camden

*The Committee recommends an extension to July 31, 2015 to complete construction and closeout.*

**Grantee:** Camden Shipyard & Maritime Museum

**Project:** Church of Our Saviour

**Grant Award No.:** 2008.2103

**Grant Award:** \$750,000

**Drawdown:** 73%

**Municipality:** Camden

**County:** Camden

*The Committee recommends an extension from August 8, 2014 to December 31, 2014.*

**Grantee:** NY-NJ Trail Conference

**Project:** Darlington Schoolhouse

**Grant Award No.:** 2008.2071

**Grant Award:** \$750,000

**Drawdown:** 41%

**Municipality:** Mahwah

**County:** Bergen

*The Committee recommends an extension from August 8, 2014 to December 31, 2015.*

**Grantee:** Orange City Township

**Project:** Orange City Hall

**Grant Award No.:** 2008.2125

**Grant Award:** \$140,500

**Drawdown:** 0%

**Municipality:** Essex

**County:** Orange

*The Committee recommends an extension to June 16, 2016 in order to complete design, bidding, construction and closeout.*

**Grantee:** Passaic County

**Project:** Dey Mansion

**Grant Award No.:** 2008.2082

**Grant Award:** \$619,737

**Drawdown:** 0%

**Municipality:** Wayne Township

**County:** Passaic

*The Committee recommends an extension to the grant agreement to June 30, 2016 to allow adequate time to complete construction and submit final closeout materials.*

**Grantee:** South Brunswick Township Historic Preservation Commission

**Project:** Princeton Nurseries

**Grant Award No.:** 2008.2098

**Grant Award:** \$290,000

**Drawdown:** 0%

**Municipality:** South Brunswick Township

**County:** Middlesex

*The Committee recommends an extension from August 8, 2014 to August 8, 2016 to remediate the asbestos, complete the construction, and submit closeout materials. The Committee further recommends that Historic Trust funding not be used for abatement; grantee must find additional funding.*

**Grantee:** Save Ellis Island

**Project:** Ellis Island Laundry Building

**Grant Award No.:** 2008.2127

**Grant Award:** \$162,325

**Drawdown:** 0%

**Municipality:** Jersey City

**County:** Hudson

*The Committee recommends an extension from August 8, 2014 to December 31, 2015 to complete construction and closeout the grant.*

**Grantee:** Save Ellis Island

**Project:** Recreation Building

**Grant Award No.:** 2009.0004

**Grant Award:** \$50,000

**Drawdown:** 80%

**Municipality:** Jersey City

**County:** Hudson

*The Committee recommends an extension to December 31, 2014 to complete the project and closeout the grant.*

**Grantee:** Atlantic County Division of Parks and Recreation

**Project:** Bethlehem Loading Company Mays Landing Plan Archaeological Historic District

**Grant Award No.:** 2009.H044

**Grant Award:** \$30,000



**Drawdown:** 0%

**Municipality:** Mays Landing

**County:** Atlantic

*The Committee recommends an extension to the grant agreement to January 29, 2015.*

**Grantee:** Cadwalader Park Alliance

**Project:** Cadwalader Park

**Grant Award No.:** 2010.H114

**Grant Award:** \$33,750

**Drawdown:** 80%

**Municipality:** Trenton

**County:** Mercer

*The Committee recommends an extension to the grant agreement to August 15, 2016 in order to finalize text, design of the signage in preparation for installation.*

**Grantee:** University Heights Science Park

**Project:** Essex County Jail

**Grant Award No.:** 2010.0068

**Grant Award:** \$50,000

**Drawdown:** 0%

**Municipality:** Newark

**County:** Essex

*The Committee recommends an extension to February 28, 2015.*

Ms. Kelly then briefly went over open grants. Ms. Guzzo explained how the Trust reached out to schedule a meeting with the Superintendent of Ellis Island to discuss the NPS plans for the Island in relation to the grants Save Ellis Island had received from the Trust. The Superintendent offered to come to the September Board meeting, but instead we are trying to set up a meeting between the Grants & Loans Committee and the Superintendent at Ellis Island (*subsequently scheduled for September 17<sup>th</sup>*).

#### 1772 Foundation Grants

Trust staff presented a PowerPoint of the 2014, 1772 Foundation grant round including a description of the twenty-eight projects being recommended for funding. Following the presentation Mr. Tighue asked about the process and how the grant amounts are determined. Ms. Guzzo provided a brief overview of the 1772 requirements and ranking process. Ms. Salvatore recused herself from voting on the NASW project and the Cold Spring Village project and Ms. Ng abstained from voting. Mr. Hatch made a motion to accept the recommended list of projects except NASW and Cold Spring Village projects. Mr. Lindsey seconded the motion. The motion

passed. Mr. Requa then made a motion to accept the recommendation to fund the NASW and Cold Spring Village projects, seconded by Mr. Hatch. The motion passed.

#### Discover New Jersey History License Plate Fund

The Fund received one application in the last quarter:

**Applicant:** Millstone Township

**Project:** Link several historic sites with the Historic Baird House through signage.

**Request:** \$5,000

Ms. Kelly reviewed the request. Mr. Hatch made a motion to accept the Committee's recommendation to fund the Baird House project, seconded by Mr. Saunders. The motion passed.

#### Easements and Acquisitions

Mr. Hatch referred trustees to the easement report included in the board packet. Mr. Hatch reviewed the application for the Trust to hold a perpetual easement on the Wright Clark House in Newark. The city of Newark acquired the house through foreclosure and as a condition of the transfer of ownership from the City to the developer the NJ HPO has required the placement of a perpetual easement on the property. Mr. Lindsey made a motion to accept the donation of the easement, seconded by Ms. Omogbai. The motion passed.

Mr. Tighue asked if an easement could be placed on Eagle Manor if the Department of Fish & Wildlife retained ownership of the property. The Department probably would not allow the easement nor the listing of the property on State or National Registers.

#### Legislation and Policy

Ms. Ng referenced the Committee's report in the board packet and briefly went through it. The committee discussed the future of funding and its impact on the Trust and preservation. The focus of the Committee is on bills and strategic alliances to direct funding towards historic sites. Three key focal items are KIG, the Policy Institute, and Art Pride in addition to federal and state initiatives. It is important to align ourselves with organizations so we know what is happening and so we not forgotten by these organizations. One suggestion of the Committee is to mark a calendar when key meetings are taking place and for Board members to attend meetings when they can. The Board needs to get the word out to non-board members who want to support preservation. Ms. Kelly stated that KIG was holding a lobby day either today or later this week asking members of the Assembly to bring the legislation for open space, farmland, blue acres, and historic preservation to a vote (*subsequently passed and a referendum is to be placed on the ballot in November*). Ms. Omogbai stated that the key is to have representation at the table and have our voices heard. Getting board members to attend these meetings when possible. She further suggested contacting people in board member's own circle to better spread the word. Mr. Hatch asked that info from the committee be sent to the whole board on a regular basis.

Other options discussed included advocating for \$10 million to be included in the state budget to fund the Trust programs in the interim. It could be part of the budget cycle, but someone within the legislature would have to be willing to request it. Mr. Hatch asked if PNJ was consulted. They may be able to suggest someone. It was pointed out that it was too late to get into current budget cycle, but it is important to get legislators starting to think about it. It was asked what was remaining in the grant fund account. Approximately \$1.8 million, not enough for a capital grant round, but possibly a planning round. Our last round was a planning round, however. Ms. Salvatore asked if talking points could be developed to assist with speaking to legislators. Ms. Omogbai suggested a two-pronged approach – to put together talking points for Board members, but also for the Legislation and Policy Committee to continue with its strategy.

### **Education and Outreach**

Mr. Lindsay referenced the report provided to the Board. He reported that the committee chose to focus initially on military sites. The committee worked on creating an inventory of sites - listing the resource, custodian, and how the site is used among other aspects. Mr. Lindsay reported that the information available varied throughout the state. For example the northern counties appear to relinquish tourism responsibilities over to local Chambers of Commerce. The chambers are promoting specific events and tend not to know that a site may have other historical associations making it difficult to research. It became apparent that it could also become frustrating to the general public trying to find heritage tourism sites. The committee now needs to determine what is to be done now that it has gathered this information. Ms. Omogbai mentioned possibly tying it to NJ 350<sup>th</sup> events. Ms. Guzzo suggested culling through the data and perhaps engaging a consultant who could then look for strategic linkages and suggest possible tourism end products based on the info that has been gathered. Ms. Omogbai stressed that we need to be opportunistic and make the most of the information we gathered. Ms. Salvatore brought up that one of the goals of the committee was to hold a workshop in the fall and bring all these groups together along with Travel and Tourism to discuss possibilities moving forward.

Mr. Lindsay also reported that he attended a state-wide conference of professional engineers. He suggested that this annual conference could provide opportunities for presentations that focus on historic properties in the future.

### **Fiscal Oversight**

No report

### **Reports of Special Ad Hoc Committees**

#### **Funding Task Force**

No report.

#### **Strategic Planning**

Ms. Ng referenced the Committee's report included in the board packet. Ms. Ng outlined some next steps in developing a new strategic plan for the Historic Trust. The importance of developing a new strategic plan in light of the uncertainty of the Trust's funding was discussed.

The Trust will need an RFP to hire a facilitator to help with the plan. Also, the Trust should consider surveying stakeholders prior to holding a strategic planning meeting. We should consider expanding our traditional mindset of stakeholders to possibly include a broader pool of stakeholders to make them aware the current situation as well as get their feedback moving forward.

**New business**

None

**Public Comment:**

No Public Comment

**Adjournment**

There being no additional business, Ms. Omogbai made a motion to adjourn, which was seconded by Mr. Hatch. The motion passed and the meeting adjourned at 12:39 p.m.