

## **NEW JERSEY HISTORIC TRUST**

### **NJHT Board of Trustees Meeting Wednesday, March 28, 2018 Department of Community Affairs Building Trenton, Mercer County**

#### **Call to Order**

Mr. Miller, as acting Chairperson, called the meeting to order at 10:05 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: Deborah Kelly, Peter Lindsay, Katherine Marcopul, Kenneth Miller, Katherine Ng (via phone), Chris Perks (via phone), Patricia Anne Salvatore, Richard Flodmand, and Sean Thompson.

DAG: Cameryn Hinton

NJHT Staff present: Dorothy Guzzo, Glenn Ceponis, Catherine Goulet, Carrie Hogan, Haley McAlpine, and Michele Racioppi.

Public in Attendance: None

#### **Approval of Minutes**

Mr. Miller opened the meeting and informed the Board that Ms. Foster was under the weather and could not participate in the meeting. Mr. Miller asked if anyone had comments on the December Board meeting minutes. There being no comments or revisions, Mr. Miller asked for a motion to approve the minutes. Ms. Kelly made a motion to approve the December meeting minutes, seconded by Ms. Salvatore. The motion passed unopposed.

#### **Public Comment**

No public comment.

#### **Reports of Officers**

##### **Chair:**

In Ms. Foster's absence there was no report.

**Vice Chair**

No report.

**Treasurer:**

In Mr. Tighue's absence Ms. Guzzo provided the Treasurer's report. Ms. Guzzo referenced the Treasurer's report included in the Board packet. Ms. Guzzo pointed out the increased legal fees in the budget due to our DAG's involvement in providing an amicus brief on our behalf for the law suit against Morris County's preservation program funding the preservation of churches. Ms. Guzzo noted the irony of attempting for the last couple of years to finally have the amount of legal fees reduced in our budget just to have to increase it again. Ms. Guzzo introduced the Trust's new Staff member Ms. Haley McAlpine. Ms. Guzzo explained to the Board that the Trust's budget includes sufficient funds for this position. Ms. Guzzo also noted that the budget is allowing the Trust to proceed with two additional contracts for outside work, specifically for marketing the license plate and for updating the Trust's database.

Mr. Miller thanked Ms. Guzzo and Ms. Hogan for compiling the report. Mr. Miller also welcomed Ms. McAlpine on behalf of the Board.

**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 with the change of Administrations the Trust and DCA has a new commissioner. Ms. Sheila Oliver will serve as the DCA Commissioner and as Lieutenant Governor. Ms. Guzzo is scheduled to meet with the Lieutenant Governor on April 3<sup>rd</sup>. Ms. Guzzo indicated that she intends to invite the Lieutenant Governor to the History and Historic Preservation Conference to be held in Paterson on June 7<sup>th</sup> and 8<sup>th</sup>. She also encouraged Board members to join her at her meeting with the Lieutenant Governor. Ms. Guzzo reported that she has already met with the Deputy Commissioner, Mr. Robert Long, and the Commissioner's Chief of Staff Ms. Joyce Paul. Ms. Guzzo reported that the meeting went well and reminded the Board that Ms. Paul is familiar with the Trust as she had been Assistant Commissioner under Chuck Richman.

Ms. Guzzo reported that board vacancies remain the big issue. She intends to reach out to potential candidates and have them submit their credentials to the Governor's office for consideration. Ms. Guzzo also intends to inform the Commissioner's office about the Trust's loss of and need for additional funding for its grant programs.

Ms. Guzzo reported that she and Ms. Kelly met with Rep. Singleton to discuss the use of the Hotel/Motel tax and specifically the potential for the Trust to receive for heritage tourism projects a portion of the additional tax anticipated from including air B & B's in the Hotel/Motel tax. Since this will be a new tax the Trust would not be taking the funds directly away from an existing program. While supportive of the idea Rep. Singleton referred the Trust to the bill's sponsor Rep.

Gaetano. Ms. Kelly reiterated that it was a very positive meeting. Ms. Kelly stated that they also discussed the proposed increase in CBT funds and asked about the likelihood of the Trust being able to tap into those additional funds, but Rep. Singleton stated that his understanding is that those increased CBT funds are already earmarked for education. Also discussed was the Property Reinvestment Tax Credit, which passed in the Legislature previously, but was vetoed under the last Administration. Having met with Sen. Turner, it was Rep. Singleton's understanding that if that bill moves forward there are concerns in the Legislature that it needs to be revised to include a cap on the total amount of the credit.

Ms. Guzzo also suggested that the Trust talk with the Secretary of State to encourage the inclusion of heritage tourism in the next economic impact study of tourism for the state.

Ms. Guzzo reported that Civil Service changed its preservation titles from the senior and principal titles to Levels One through Four to better reflect the positions. The titles have not been updated since they were first written in the 1980s. We are still waiting for Civil Service to finalize the descriptions and salary ranges for the new titles. Increased salaries are not anticipated.

Ms. Guzzo updated the Board on the Trust's database development project. The Trust interviewed outside consultants and is working with DCA's IT Department to find software that meets our needs. Ultimately the update will require funds from the Trust budget. The most promising option appears to be Microsoft's Dynamics 365 because it is something that is familiar to IT and will be around for the long term. It has taken longer than expected, which has been frustrating, and taken a fair amount of staff time, but it looks like we will be able to hire a consultant to tailor the database to our needs. The Board continued the discussion providing pros and cons as well as noting potential pitfalls of dealing with software consultants.

Ms. Guzzo then updated the Board on the upcoming NJ History and Historic Preservation Conference. Ms. Guzzo stated that planning was well on its way and that you can register at the Friends of New Jersey Heritage website. The opening reception will be at the Hamilton Club in Paterson and Leonard Zax will be the featured speaker at the reception.

Lastly, Ms. Guzzo reminded the Board that former Board Member Ray Arcario has offered to provide a tour of the State House restoration project at 12:30 following the Board meeting.

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

Mr. Thompson spoke about the new Administration and specifically that the Lieutenant Governor has been very supportive of DCA's programs. Mr. Thompson indicated that the NJ Main Street program has been included in the Governor's proposed budget at \$500,000. The program was unfunded during the last Administration, but will be able to rejoin the National Main Street program and expand its former activities under the proposed budget.

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

Ms. Marcopul reported that she was able to meet with the new Acting Commissioner of DEP and explained HPO activities to the Acting Commissioner. The Acting Commissioner is Catherine

McCabe who was with the EPA under the Obama Administration. She appears interested in historic preservation and lives in an older home. The new Deputy Commissioner is Eric Walker, who is familiar with historic preservation as well and has been quick to understand the issues the office is dealing with.

Ms. Marcopul also reported that she has been working with both Green Acres and Parks about owning historic properties and how best to deal with them moving forward. The Princeton Nursery site will be a pilot program. They are currently getting proposals for using two of the buildings by outside groups rather than leave them vacant and lacking maintenance.

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

Mr. Flodmand, filling in for Mr. Tighue, explained that he works in building design and construction, a different division than Mr. Tighue. His Division works a lot with Parks & Forestry on their projects. Mr. Flodmand reported that DPM&C met with the Treasury, but that things are still being worked out regarding future programs.

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

It was reported that the Committee is scheduled to meet every Friday by phone. The focus of the Committee has been implementation of the strategic plan, specifically trying to schedule meetings with the new Administration and members of the Senate and Assembly.

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

Ms. Kelly referenced the Committee report included in the Board packet. Ms. Kelly asked if Board members had any conflicts with these projects. Ms. Ng recused herself from discussions and voting on the New Milford Plant of the Hackensack Waterworks project. Ms. Kelly reviewed the two projects requesting extensions: Inclined Plane No. 9 and the New Milford Plant of the Hackensack Waterworks project. The Grants and Loans Committee made motions to approve the extensions and the motions were approved. Ms. Ng did not discuss or vote on the Waterworks project.

Ms. Marcopul discussed the extensive project taking place along the bay at the East Point Lighthouse. There has been significant rising water, beach erosion and increased flooding. DEP has installed temporary protections to the lighthouse because the Army Corps of Engineers' permanent mitigation project is not expected to begin until 2019. The temporary measure appear to be working.

It was reported that the Orange Public Library provided their close out paperwork and the project is currently being closed out. There were still some issues with Orange City Hall's paperwork. It was recommended to extend the due date for the paperwork from March 1 to April 30. Ms. Kelly made the motion, seconded by Mr. Lindsay, the extension passed.

Ms. Kelly proceeded to briefly review other projects included in the report. She also mentioned that the Governor signed the legislation for the award of the 2017 Preserve New Jersey grants and that the Trust was preparing for the 2018 Preserve New Jersey planning grant round.

Ms. Kelly then reported on the latest 1772 Grant round applications and asked if any Board members needed to recuse themselves from discussions and voting. Ms. Salvatore indicated that she was recusing from Historic Cold Spring Village and Naval Air Station Wildwood discussions and voting. Ms. Hogan then provided an overview to the grant round. Individual staff members then provided a brief summary of each project being recommended for grants. Ms. Kelly asked if there were any questions, there being none the Committee made its motion to approved each project recommended by the Committee except for Historic Cold Spring Village and Naval Air Station Wildwood. The motion passed unopposed. Ms. Kelly made a motion on behalf of the committee to approve the grant awards to Historic Cold Spring Village and Naval Air Station Wildwood. The motion passed with Ms. Salvatore recusing herself.

Ms. Kelly reported that the Committee received three applications for grants through the License Plate Fund. The fund currently has limited funds available for grants so the Committee was very particular in its review to ensure the projects were the best use of the funds. The Committee decided that the application from InfoAge was not appropriate to the program and that the two applications from Passaic County were premature and probably more appropriate to the Preserve New Jersey Planning grant round. Both the subcommittee and the full Committee are not recommending any projects under the License Plate fund at this time.

Ms. Kelly then discussed the marketing of the License Plate. Ms. Racioppi provided samples of the marketing documents to the board members. It was noted that this phase of the marketing plan is complete. Ms. Guzzo stated that the next phase will include implementation of the marketing plan. The earlier work produced a guidance document to be followed when determining marketing. Ms. Kelly noted that we are hoping to see a bump up in sales of the license plate, and that will serve as a test on the successfulness of the plan.

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

Mr. Miller referenced the Committee's report in the Board packet. Mr. Miller noted that the Committee intends to develop draft regulations for the purchase of perpetual easements to present to the Board for discussion and comment later in the year.

Mr. Ceponis provided an overview of an application for the Trust to hold a perpetual preservation easement on the Burnet Street School located in Newark. The school is currently owned by the City of Newark Board of Education. As a condition of the sale the HPO has required protection of the building through a perpetual easement. Trust and HPO staff will visit the building to determine the protected features to be included in the easement. The early twentieth century school is a contributing resource in the State and National Register listed James Street Historic District. The Committee made a motion to accept the donation of the perpetual preservation easement on the Burnet Street School – the motion passed unopposed.

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

Mr. Miller requested a fact sheet with eight to ten bullet points when Board members meet with legislators. Ms. Guzzo explained that she typically pulls together fact sheets specific to the

legislator to be visited. She also stated that generic fact sheets exist and can be provided upon request. Mr. Miller stressed that we need to move the implementation of the strategic plan along and it is dependent on Board members to do so. Mr. Lindsay reported that for Lobby Day he was able to meet with Congressman Gotheimmer and subsequently received a thank you from his office. It was reported that a number of people were able to participate in Lobby day down in Washington, D.C.

### **Education Committee**

Ms. Salvatore had no formal report, but stated that everyone was looking ahead to the conference.

Ms. Guzzo explained the Trust's new branding and brochure. Ms. Racioppi explained what was produced and passed around mock ups. We have been working with Amy Heath, DCA's graphic designer who has done a wonderful job. Ms. Guzzo stated that we can use this on all of the Trust's materials.

Ms. Guzzo provide a brief update on the MARCH program at Rutgers. The Trust continues to serve on the steering committee and courses continue to be offered. MARCH has committed to offering a certificate in Preservation. Tammy Gaskell, the primary and excellent coordinator of the preservation program has left to accept a position in upstate New York. MARCH is undergoing a search for her replacement. Ms. Gaskell's departure is not affecting the continuation of the program.

### **Unfinished Business**

Ms. Hinton spoke briefly regarding the court case before the NJ Supreme Court regarding funding of religious buildings using Morris County open space and historic preservation tax dollars. Ms. Hinton mentioned that Massachusetts has a similar case in which the Massachusetts court ruled that you cannot bar grants to religious organizations. Ms. Hinton thought the NJ Supreme Court would issue an opinion by June (subsequently the Court ruled against Morris County).

### **New Business**

Ms. Guzzo reported that she is tracking new legislation (specific examples are included in the Board packet) that comes out. Ms. Kelly is encouraging Board members to meet with their legislators, take along a constituent that is also Trust grantee and establish relationships with the legislators.

### **Adjournment**

There being no additional business, Ms. Salvatore made a motion to adjourn the meeting, seconded by Mr. Lindsay. The motion passed unopposed. The meeting adjourned at 11:23.