

**NEW JERSEY HISTORIC TRUST
ANNUAL MEETING
Wednesday, September 29, 10:00 am
Board of Trustees Meeting**

Landing Railroad Station, Roxbury Township, NJ
and via ZOOM

Call to Order

Mr. Miller called the meeting to order at 10:08am.

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 Meetings Act.

Roll Call

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

Trustees present: Kenneth Miller, Katherine Ng, Lisa Easton, Janet Foster, Debbie Kelly, Peter Lindsay, Kate Marcopul (DEP), Meme Omogbai, Chris Perks, Patricia Anne Salvatore, Bob Tighue (Treasury), Sean Thompson (DCA)

DAG present: Beau Wilson

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

Public present: Beth Bjorklund (Connolly & Hickey), Kyle Richter (Lake Hopatcong Foundation), Retha Onitiri, Margaret Westfield, Angelica Diggs, Amy Curry (Morris County Historical Society), Peter Hurley, Betsy Barrett, Rurik Halaby, Kristen O'Rourke, Jeanne Shanley, Jim Waltman (Watershed Institute), Kathy, Patty Bip

Mr. Richter of the Lake Hopatcong Foundation welcomed the board and thanked them for their continued support.

Election of Officers

Ms. Easton, Chair of the Nominating Committee, reported that all current executive board members are willing and able to remain in their current roles: Chairperson – Kenneth Miller, Vice-chair - Katherine Ng, Secretary – Peter Lindsay, and Treasurer – Robert Tighue. Ms. Easton asked if there were any additional nominations. There being none, Ms. Easton moved to accept the slate of all existing officers in their current roles. All were in favor.

Approval of Minutes

Mr. Lindsay moved and Ms. Omogbai seconded a motion to approve the minutes. All were in favor.

Public Comment

There was no public comment. Mr. Miller offered the public an opportunity to comment at the end of the meeting.

Communications

Ms. Guzzo referenced the communications included in the board packet.

Reports of Officers

Chair

Mr. Miller complimented and thanked staff for the efforts working during the pandemic.

Vice-chair

Ms. Ng echoed Mr. Miller's sentiments and applauded staff for their hard work.

Treasurer

Mr. Tighue referenced the Treasurer's Report included in the board packet.

Ms. Guzzo presented the proposed annual operating budget and specifically noted a number of line items included therein: an allotment for two additional Trust staff members and a temporary position at the NJ Historic Preservation Office; funding for a heritage tourism economic impact study; the new database; the strategic plan; and consultant services for Journey Through Jersey to develop itineraries, etc.

As the Deputy State Historic Preservation Officer, Dr. Marcopul recused herself from the vote as it involved the potential funding of a professional position at HPO to expedite NJHT coordinations. Mr. Lindsay moved and Ms. Salvatore seconded a motion to approve the annual operating budget as proposed. All who voted were in favor.

Secretary

No report.

Executive Director's Report

Ms. Guzzo referenced her report and the staff report which were included in the board packet. She thanked the board for their participation in a number of recent check presentations. Ms. Guzzo reported that she is co-chairing a working group on economic development and heritage tourism as part of preparations for the 250th of the American Revolution.

Mr. Miller applauded Ms. Guzzo's steadfastness during the pandemic.

Report of Department of Community Affairs

Mr. Thompson explained that Fair Lawn, Toms River, Maplewood and Bernardsville were recently selected as new Main Street communities. These communities represent the first additions to the Main Street program in over five years. The Neighborhood Preservation Program's recommendations were recently approved to include twenty additional neighborhoods. The Neighborhood Revitalization Tax Credits will be announced at the League of Municipalities. Housing will announce a new grant round imminently and is aggressively looking into housing opportunities given the state's housing crisis, particularly following Tropical Storm Ida.

Report of Department of Environmental Protection

Dr. Marcopul referenced that the HPO's report collection has been scanned using mitigation funds. These reports have been made available via the department's DataMiner program. Newly scanned reports are added regularly. A consultant has been selected to draft an update to the New Jersey Comprehensive Statewide Historic Preservation Plan. The Trust will be invited to participate in all stakeholder meetings. Stakeholder meetings are anticipated to begin in November. Ms. Guzzo noted the importance of coordinating this effort with the Trust's strategic planning efforts.

Report of Department of Treasury

Mr. Tighue stated that the Treasurer is inquiring regarding an ongoing project at Fenwick Manor, which was the subject of an unsuccessful 2020 Preserve New Jersey grant application. Mr. Ceponis stated, based on comments from the evaluation panel, that the application lacked a qualified project team. Ms. McAlpine added that she held an application debrief meeting with the applicant organization and encouraged them to reapply the following year. They were encouraged to apply for a historic site management grant to develop a preservation plan or historic structure report. The applicant organization ultimately did not reapply.

Mr. Tighue stated that he attended an appraisal course on historic easements. He suggested that the Trust consider establishing a database of recently sold historic properties with easements, which would be valuable in identifying comparable sales data when appraising historic properties. At this time, appraisers compare the sales of very few identified properties across the United States. The board briefly discussed the establishment of such a database.

Reports of the Standing Committees

Executive Committee

No report.

Report from the Grants & Loans Committee

Requests for Extension

Ms. Foster referenced an extension request under the Discover New Jersey License Plate fund for the Parker Homestead until December 31, 2021. Ms. Foster moved on behalf of the Grants & Loans Committee and all were in favor of approving the request for extension.

Approval of Recommendations for 2021 Preserve NJ Historic Preservation Fund Grants

Ms. Foster referenced the staff presentation containing award recommendations under the 2021 Preserve NJ Historic Preservation Fund Program. Ms. Hogan presented the grant application review process and the committee's recommendations. The committee recommends funding 68 applications totaling \$13,480,595.

Historic Site Management Projects – Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the HSM projects as recommended by the committee, excluding the Roebling Historic District, Ebenezer Hopkins House and Morris Canal applications. All were in favor.

As a member of the Roebling Museum's Board of Directors, Mr. Lindsay recused himself from discussion and voting for the Roebling Historic District application. Ms. Foster made a motion on behalf of the Grants & Loans Committee to approve the Roebling Historic District application as recommended by the committee. All who voted were in favor.

As President of the Camden County Historical Society, Mr. Perks recused himself from discussion and voting for the Ebenezer Hopkins House application. Ms. Foster made a motion on behalf of the Grants & Loans Committee to approve the Ebenezer Hopkins House application as recommended by the committee. All who voted were in favor.

Ms. Easton recused herself from discussion and voting for the Morris Canal application as her architectural firm had bid on the project. Ms. Foster made a motion on behalf of the Grants & Loans Committee to approve the Morris Canal application as recommended by the committee. All who voted were in favor.

Heritage Tourism Projects – Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the heritage tourism projects as recommended by the committee. All were in favor.

Capital Level I Projects – Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the Capital Level I projects as recommended by the committee, excluding the Newton Friends Meeting application. All were in favor

As President of the Camden County Historical Society, Mr. Perks recused himself from discussion and voting for the Newton Friends Meeting application. Ms. Foster made a motion on behalf of the Grants & Loans Committee to approve the Newton Friends Meeting application as recommended by the committee. All who voted were in favor.

Capital Level II Projects – As Vice President for a national construction services firm, Ms. Ng recused herself from discussion and voting for all Capital Level II projects.

Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the Capital Level II projects as recommended by the committee, excluding the U.S.S. New Jersey, Reservoir #3, Madison Masonic Lodge, Madison Public Library and the James Building, Naval Air Station Wildwood, and the Mary Etta Cox House. All who voted were in favor.

As President of the Camden County Historical Society, Mr. Perks recused himself from discussion and voting for the U.S.S. New Jersey application. Ms. Foster made a motion on behalf of the Grants & Loans Committee to approve the U.S.S. New Jersey application as recommended by the committee. All who voted were in favor.

For her role in the preservation of Hangar No. 1, Ms. Salvatore recused herself from discussion and voting for the Hangar No. 1 application. Ms. Foster made a motion on behalf of the Grants & Loans Committee to approve the Hangar No. 1 application as recommended by the committee. All who voted were in favor.

Ms. Easton recused herself from discussion and voting for the Reservoir #3 and Mary Etta Cox House applications as her architectural firm had bid on both projects. Ms. Foster made a motion on behalf of the Grants & Loans Committee to approve the Reservoir #3 and Mary Etta Cox House applications as recommended by the committee. All who voted were in favor.

As Chair of the Madison Historic Preservation Commission, Ms. Foster recused herself from discussion and voting for the Madison Masonic Lodge and the Madison Public Library and the James Building. Mr. Miller made a motion on behalf of the Grants & Loans Committee to approve the Madison Masonic Lodge and Madison Public Library and the James Building applications as recommended by the committee. All who voted were in favor.

Additional Funding Commitments – Ms. Hogan continued to present the committee’s recommendations, including phase II funding commitments for existing multi-phase grants Lambert Castle and the Hunterdon County Courthouse, as well as the establishment of an emergency intervention fund.

As Vice President for a national construction services firm, Ms. Ng recused herself from the multi-phase funding votes. Ms. Foster moved and Mr. Miller seconded a motion to fund the multi-phase commitments for Lambert Castle and the Hunterdon County Courthouse. All who voted were in favor.

Ms. Foster explained the intent of the emergency intervention fund and a discussion ensued about whether the emergency fund might be an annual funding commitment. Ms. Omogbai asked if the Board has the ability to draw down additional funds than might be required. Ms. Guzzo answered that the Trust’s intention is to draw down \$75,000 and to internally establish protocol for emergency applications. Any future efforts to supplement the fund will need to move through the appropriations process. Mr. Miller motioned and Ms. Omogbai seconded a motion to drawn down \$75,000 for the establishment of an emergency intervention fund. All were in favor.

Discover NJ History License Plate Fund

Ms. Foster discussed the applications received under the License Plate program. The committee recommends funding for two applications as identified below. All were in favor of approving funding for the applications as recommended by the Grants & Loans Committee.

Applicant: State Route 10 Permanent Signage
Project: The Stickley Museum at Craftsman Farms

Applicant: Reimagining Visitor Experiences
Project: Liberty Hall Museum

Mr. Miller presented a motion to approve \$1.2 million for administrative costs. Ms. Kelly motioned and Mr. Tighue seconded. All were in favor. Realizing the amount voted on did not correspond to that proposed in the Treasurer’s report, the Board rescinded its approval of the \$1.2 million. Ms. Foster then moved and Mr. Tighue seconded a motion to approve \$1.325 million for administrative costs. All were in favor.

Acquisitions and Easements

Mr. Ceponis reported on the status of the potential easement purchase at the Point Breeze gardener's cottage, currently owned by the D&R Greenway Land Trust. The Trust hired an appraiser who completed a thorough and comprehensive report but the committee is seeking a second appraisal. A second appraiser has committed to completing an appraisal for this property in October. Ms. Foster inquired about the difficulty in finding qualified appraisers with experience in historic buildings. Mr. Tighue answered that there is a lack of education, insufficient precedent, and little demand. Mr. Miller added that most appraisals of historic buildings are conducted to comply with IRS regulations.

Mr. Ceponis reported on an easement application that was received for a house in Newark. Trust and HPO staff conducted a site visit. The property owner ultimately withdrew the easement application as the sale of the property fell through.

Mr. Ceponis reported on a site visit to the Van Gelder Studio in Englewood Cliffs, a legendary and active music recording studio designed by an apprentice of Frank Lloyd Wright. The current owner is interested in obtaining an easement on the property and potentially establishing a non-profit to promote preservation efforts. Ms. Foster inquired about the potential connectivity or incorporation of an easement with the Palisades Park.

Legislation & Policy/Strategic Planning

Mr. Miller stated that the board is planning for a strategic planning exercise. Allison Trimarco has submitted a proposal to facilitate the exercise and will likely attend the December board meeting. A survey will be shared with board members and stakeholders will be contacted beforehand. Mr. Miller encouraged board members to consider the Trust's goals over the next few years. Ms. Guzzo added that the strategic planning meeting will likely be held in-person in January. Additional information is forthcoming.

Mr. Miller inquired about the status of the new board members. Ms. Guzzo stated that filling vacancies will need to be a priority moving forward.

Education and Outreach

Ms. Salvatore stated that there are no updates but noted efforts to contact social studies teachers to make Journey Through Jersey a part of the history curriculum. She applauded the staff and board's efforts during the 2021 Preserve New Jersey grant round but added that the board may consider increased public relations efforts.

Ms. Guzzo reminded the board to complete standing recusal forms as necessary. Mr. Miller added that an in-person ethics training might be required. In the meantime, Ms. Guzzo encouraged the board to complete online ethics training.

Fiscal Oversight

No report.

Unfinished Business

Mr. Perks thanked the executive committee and the staff for their hard work.

Ms. Guzzo reminded the board that an updated board photograph will be taken today.

New Business

New Strategic Plan 2022- 2027

This was discussed previously.

Public Comment

Amy Curry of the Morris County Historical Society thanked the board for their continued support.

Adjournment

The board discussed the location of the December board meeting. Because Ms. Trimarco may attend, it was agreed that it may be easiest to conduct the meeting at the Department of Community Affairs' public meeting room. Mr. Miller suggested that the Trust might purchase a webcam and other equipment to make combination virtual/in-person meetings possible.

Mr. Lindsay moved and Ms. Omogbai seconded a motion to adjourn at 12:03pm.

Next Meeting Date & Location:

December 8, 2021

Location TBD