

**NEW JERSEY HISTORIC TRUST  
Tuesday December 13, 2022  
Board of Trustees Meeting  
and  
Strategic Planning Retreat  
In person:  
Rutgers Eco-Complex  
1200 Florence Columbus Road, Bordentown, NJ 08505  
10:00 A.M. – 4:00 P.M.**

**Call to Order**

Mr. Lindsay called the meeting to order at 10:07 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 Meetings Act.

**Roll Call**

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

Trustees present: Peter Lindsay, Janet Foster, Deborah Kelly, Linda Stender, Lisa Easton, Kenneth Miller, Troy Joseph Simmons, Katherine Marcopul (DEP), Gina Fischetti (DCA), Robert Tighue (Treasury)

NJHT staff present: Dorothy Guzzo, Glenn Ceponis, Carrie Hogan, Judy Murphy, Ashley Parker, Vito Scocozzo, Shannon Bremer, Alexis Alemy

At this time, Ms. Guzzo introduced Ms. Fischetti as the new representative for DCA.

**Approval of Minutes**

Ms. Kelly moved and Mr. Tighue seconded the motion to approve the minutes from September 28. All voted in favor of approving the minutes.

**Public Comment**

No public present.

**Communications**

Ms. Guzzo noted that communications were provided in the email sent out prior to the meeting. This included news clippings, thank you letters, and other items related to the announcement of the 2022 grant round.

**Reports of Officers**

*Chair*

Mr. Lindsay met with Cultural Trust to discuss Trust involvement with their 2023 capital round. He reported that the executive committee met in November. Mr. Lindsay mentioned that he attended a seminar led by the NJ Council of Grantmakers regarding advocacy.

*Vice-chair*

No report.

*Treasurer*

Mr. Miller stated that his formal report was provided prior to the meeting via email. He stated that the CBT allocation is around \$20 million this year with a projection of \$16-17 million for next year. The operating budget for the Trust is reasonable and everything else appears to be in good shape.

*Secretary*

No report.

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

Ms. Guzzo reported that the drafts of the appropriation bill are being actively reviewed by both the Senate and the House. The appointments for our vacant board seats have not been addressed yet, but she is hoping that there will be appointments made soon. Ms. Guzzo introduced the Trust's newest staff member, Alexis Alemy. She also noted that another new staff member, Jennifer Boggs, would be joining us at the beginning of January. Ms. Guzzo is looking forward to expanding the staff even more in the next year and expects to hire two more employees come July.

Ms. Guzzo alerted the board that there is discussion of the Trust administering the Arts Council grants for any national or state registered building that is eligible for their grant. Ms. Guzzo specified that the Arts Council would be providing funds for staffing. Ms. Kelly asked how much money we would be responsible for managing. Ms. Guzzo explained that the grant awards equal \$2.5 million and funding for staffing would be added on top of that. Mr. Tighue asked if applicants will meet all of our grant guidelines (ie: open to non-profits or entities of government) and how staffing would be hired. Ms. Kelly pointed out that this opportunity could introduce our regular grants to new applicants who may not be aware of our opportunities.

Ms. Guzzo reported that staff has been working diligently on organizing the Trust's upcoming conference. She announced the dates of the conference, information regarding the opening reception, and encouraged the Board members to attend if they are able. Mr. Lindsay asked how many session proposals we received so far. Ms. Guzzo responded that we received 29 proposals.

Ms. Guzzo also noted that a staff report was included in the materials sent out for the meeting. Regarding the report, Mr. Miller inquired about technology improvements and Ms. Kelly ask if one of the new positions becoming available in July would be a part of that. Ms. Guzzo clarified that both her and staff member, Ms. Murphy, are hoping to have more information regarding the technology improvements in the coming months. She also responded to Ms. Kelly's question stating that one of the new staff positions would be looking for someone who can manage our digital archives/library, help with general office functions, as well as assist staff with more general activities that have fallen to the wayside since staff has been extraordinarily busy.

Ms. Guzzo reported that there were no updates on the Covid-19 funding discussed at the last few meetings. Ms. Guzzo also reported that the Economic Development report was recently finalized. She stated that Heritage Tourism accounted for 7% of overall tourism in the state. A press release did go out and picked up some attention in the press.

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

Ms. Fischetti reintroduced herself and shared her excitement for working with the Main Street program. She stated that she is hoping to get more districts added. Ms. Fischetti explained that the Main Street program has been run in a hands-off fashion over the years so she has been working with the new Director of LGS to increase the amount of attention for Main Street. She explained that there are staffing needs across the board, but she is very interested in the possibility of more staffing to work directly on Main Street. Ms. Fischetti added that Metuchen is being recognized at this year's Main Street National Conference in Boston.

Ms. Fischetti mentioned that she sits on the agricultural committee and explained the importance of farmland preservation and the need to protect and preserve the historic buildings already on farmlands including farmhouses, outbuildings, and barns. Some discussion regarding the agricultural committee and their grants occurred.

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

Ms. Marcopul reported that DEP has just adopted their environmental justice rules. She noted that there has been more and more discussion about historic preservation as an environmental justice issue especially at the local, state, and national levels. Ms. Foster asked how this could affect historic districts. Ms. Marcopul responded that this is more about helping underrepresented communities preserve their history since they have not been included in the past. Ms. Marcopul then explained that DEP has a new process for evaluating land for acquisition through Green Acres and the program has expanded to include review and input from various departments including the Historic Preservation Office.

Ms. Marcopul also reported that the review of the first round of tax credit applications has been completed. Ms. Foster asked how many applications came in for the tax credit program. Ms. Guzzo responded that 4 applications were submitted with 2 of them being Trust-funded projects (First Presbyterian and Newark Symphony Hall). She explained that it will be interesting to see how the two funding sources converge. There was more discussion regarding the details of the tax credit program.

## **Report of Department of Treasury**

Mr. Tighue reported that the State House scaffolding has come down and move in is likely scheduled for the spring. There was some discussion regarding the Old Barracks and qualifications for a Trust grant.

## **Reports of the Standing Committees**

- **Executive Committee**

Mr. Lindsay reported that the Executive Committee met in November and everything they discussed will be covered during our Strategic Planning meeting. They made the following committee assignments:

- Mr. Simmons was added to the Grants and Loans Committee as Vice Chair to assist Ms. Foster
- Ms. Stender was added to the Legislation and Policy Committee
- Ms. Easton and Mr. Simmons were added to the Education and Outreach Committee

- **Report from the Grants & Loans Committee**

Ms. Foster provided an update from the Grants & Loans Committee, including the following extension requests which are further detailed in the Grants & Loans Committee formal report:

*Requests for Extension:*

**Grantee:** City of Bayonne  
**Project:** Bayonne Truck (Hook and Ladder) House #1  
**Grant Award No.:** 2019.0031

**Grantee:** Hudson County  
**Project:** Lincoln Park  
**Grant Award No.:** 2019.0045

**Grantee:** Township of Boonton  
**Project:** Boonton Ironworks Historic District  
**Grant Award No.:** 2019.0075

**Grantee:** Edison Memorial Tower Corporation  
**Project:** Thomas A. Edison Memorial Tower  
**Grant Award No.:** 2019.0076

**Grantee:** Allentown Public Library Association, Inc.  
**Project:** First Baptist Church and Parsonage (Allentown Public Library)  
**Grant Award No.:** 2019.0093

**Grantee:** Mercer County Park Commission  
**Project:** Howell Living History Farm  
**Grant Award No.:** 2020.0044

**Grantee:** Morris Museum  
**Project:** Normandy Park HD Boundary Increase (Twin Oaks Mansion)  
**Grant Award No.:** 2020.0045

**Grantee:** Delaware River Mill Society  
**Project:** Interpretive Signage Prallsville Mills  
**Grant Award No.:** 14413818

**Grantee:** NJDEP  
**Project:** Amzi Stephens Homestead  
**Grant Award No.:** 2010.1006

Ms. Foster asked if there were any recusals. She proposed voting on the extensions as a group. She moved to approve the extensions as a group and asked for a vote. All voted in favor of the extensions.

*Discover New Jersey History License Plate Grants*

**Applicant:** Liberty Hall Museum  
**Project:** Integrating Cultural Legacies

**Applicant:** Historic Cold Spring Village  
**Project:** HCSV Website Redesign

**Applicant:** Millville Army Airfield Museum  
**Project:** Millville Army Airfield Museum's NJ Marketing

**Applicant:** National Collaborative for Women's History Sites  
**Project:** A Toolkit for Women's History: Strengthening the Interpretation of Women's History at Historic Sites and Museums

Ms. Foster provided further details on the National Collaborative for Women’s History Sites application. All voted in favor.

The Grants & Loans Committee reviewed two applications for emergency funding. The City of Salem requested funding to undertake emergency repairs to the roof, dormers and chimney on half of a duplex in their ownership. The applicant will likely return to the Trust for a full capital project. Ms. Foster moved and Ms. Easton seconded a motion to approve funding from the Emergency Intervention Fund.

The second application involved the acquisition of property submitted by the New Jersey Conservation Foundation. The Grants & Loans Committee determined that it did not meet the criteria for an emergency; however, the application did generate discussion on whether the Emergency Intervention Fund should include acquisition as an allowable activity. Ms. Stender moved and Mr. Miller seconded a motion to adopt the revised draft of the guidelines for the Emergency Intervention Fund.

Ms. Kelly reported that her and Ms. Parker attended the state’s tourism conference with several Journey Through Jersey organizations. Ms. Kelly explained that this got the Journey Through Jersey organization’s thinking about their roll in state tourism and many of them mentioned interest in attending again. Ms. Kelly was happy to note that heritage tourism and historic sites were brought up several times throughout the conference. She also noted that several speakers mentioned that New Jersey needs to do a better job at presenting and supporting their historic sites. Ms. Parker added that they will be posting a call for sessions next year which could finally get us a seat at the table. She mentioned that it may also be possible for us to get on the planning committee for the conference.

- **Acquisitions and Easements**

Mr. Ceponis reported that the Brookie easement is moving forward but has the probability of falling through. The property in Colts Neck was back and forth on the easement for a while and has now officially backed out. He stated that there were few updates on the appraisal for Point Breeze. An appraiser has been found; however, they do not have access to the building yet.

- **Legislation & Policy/Strategic Planning**

Ms. Stender spoke with legislators about the appropriations and ensured that things are moving smoothly. There was discussion regarding attending Lobby Day in Washington DC. Ms. Stender recommended contacting officials at their state offices. Ms. Guzzo supported attendance at Lobby Day because it encourages legislators to sign onto the Preservation Caucus. Ms. Kelly explained that Lobby Day has been successful in the past; however, it is a lot of work to schedule the appointments.

- **Education and Outreach**

No report.

- **Fiscal Oversight**

No report.

## **Unfinished Business**

Board and staff members convened after the meeting to discuss the *Strategic Plan 2022-2027*.

## **New Business**

Ms. Guzzo stated that the Board needed to adopt Meeting Dates for 2023. Due to conflicts, the dates will have to be rearranged so she asked to postpone the adoption of meeting dates to the next meeting.

**Public Comment**

No public present.

**Adjournment**

Mr. Tighue moved and Mr. Miller seconded a motion to adjourn at 11:30 am.

**Next Meeting Date & Location:**  
**March 8, 2022 (*NOTE: Changed to March 15*)**  
**Location: Virtual via Zoom**