

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

Via ZOOM

**10:00 A.M. – 1:00 P.M.  
AGENDA**

**Call to Order**

Ms. Ng 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: Katherine Ng, Janet Foster, Deborah Kelly, Peter Lindsay, Katherine Marcopul (DEP), Meme Omogbai, Chris Perks, Patricia Ann Salvatore, Robert Tighue (Treasury) and Sean Thompson (DCA), as well as pending board members Troy Simmons and Lisa Easton

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

DAG present: Beau Wilson

**Approval of Minutes**

Ms. Ng asked if there were any comments or discussion regarding the December minutes of the Board. There being no comment, Ms. Kelly moved and Ms. Foster seconded a motion to accept the meeting minutes.

**Public Comment**

There was no public present to comment.

**Communications**

Ms. Guzzo referenced the email message from an attendee of the 2021 applicant workshop.

**Reports of Officers**

*Chair*

Mr. Miller was absent but Ms. Ng explained that she spoke with Mr. Miller and Ms. Guzzo the previous week. She applauded staff for continuing to work remotely and thanked the board members and staff who participated in the recent check presentation event at the Battleship New Jersey.

*Vice-chair*

Ms. Ng thanked staff who continue to work from home.

*Treasurer*

Mr. Tighue referenced his report in the board packet. He reminded the board that COVID impacts on corporate business tax (CBT) funds are still not clear. Ms. Guzzo added that the Trust expects to offer \$10 million for the 2021 grant round. Staff anticipate some issues given that three senior fiscal department officials have retired. Ms. Hogan referenced a highlighted figure in the treasurer's report and explained that, though she isn't sure where these funds have come from, she has reached out to fiscal for clarification. We have a little over \$7 million for the next CBT round, but it will increase to \$10 million once the 25% holdback is returned to us. Staff will continue to monitor.

*Secretary*

No report.

**Executive Director's Report**

Ms. Guzzo referenced her report in the board packet. She noted that the 2021 virtual conference is moving forward. Staff offered virtual grantee and applicant workshops in the spring which were well-received. Ms. Guzzo explained that she is working with the department to have staff return to the office one day a week. Several staff and board members, as well as the Lieutenant Governor, attended a check presentation at the Battleship New Jersey on March 4. Ms. Kelly stated that the Lieutenant Governor was particularly complimentary of Ms. Guzzo and the Trust and added that Mr. Perks gave excellent remarks.

Ms. Guzzo provided additional information on the virtual conference, which will be held one day a week over the span of three weeks in June: the 3<sup>rd</sup>, 10<sup>th</sup> and 17<sup>th</sup>. Each day will cover a different theme and feature a keynote speaker and three sessions. The conference will be held via Zoom webinar with moderators and time for Q&A.

**Report of Department of Community Affairs**

Mr. Thompson explained that the COVID-19 money that needed to be spent by December 31<sup>st</sup> has been exhausted. Additional funding depends on pending legislation. The department continues to assist those requiring rental assistance. The Main Street New Jersey program application closes on March 31<sup>st</sup>. Ms. Kelly asked how the state determines how COVID-19 funds will be distributed. Mr. Thompson explained that it depends on the legislation, as some funding is dedicated to specific line items and other purposes are determined by the governor's office.

Mr. Simmons asked for a status update concerning pending board appointments. Mr. Thompson answered that he reached out to the governor's office and was told that they were nominated by the governor. Two need sign offs from their senators.

**Report of Department of Environmental Protection**

Dr. Marcopul reported that the proposed changes to the National Register regulations were not made prior to the end of the Trump administration. The existing regulations are in place. Some changes will

need to be made to reflect recent amendments to the National Historic Preservation Act. Dr. Marcopul does not anticipate that these changes will be as substantive as those originally proposed. Concerning the state tax credit, Dr. Marcopul has been advised that regulations will be developed by the EDA with HPO playing a supportive role. The Historic Preservation Office (HPO) worked with Preservation New Jersey (PNJ) and the Historic Sites Council to hold the historic preservation awards ceremony virtually in February. Thirteen projects and three individuals received awards and over one hundred people attended. DEP has not been given a timeframe to return to the office. HPO staff continue to work from home. Their office continues to investigate methods to make their paper report library accessible to consultants digitally.

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

Mr. Tighue explained that, though he doesn't have a Treasury report, the Historic Trust was included in a report to the department referencing participation in a website focused on the State House renovations. Mr. Tighue asked if any board members or staff were familiar. He clarified that both the Trust and HPO were referenced in the report. It is not clear why the Trust is incorporated in the website.

### **Reports of the Standing Committees**

#### *Executive Committee*

This report was held for the end in order to incorporate the strategic planning discussion.

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

#### *Requests for Extension*

Ms. Foster explained that the committee met on February 25<sup>th</sup> and reviewed several requests for extension. Ms. Foster moved and Ms. Kelly seconded a motion to approve the committee's recommendations to approve the following requests for extension. All were in favor.

**Grantee:** South Brunswick Township

**Project:** Princeton Nurseries

**Grantee:** Warren County

**Project:** Morris Canal Inclined Plane 9

**Grantee:** Lincoln Park Coastal District

**Project:** South Park Presbyterian Church

**Grantee:** Hudson County

**Project:** Hudson County Courthouse

**Grantee:** Meadows Foundation

**Project:** Symen Van Wickle House

**Grantee:** Borough of Caldwell

**Project:** Caldwell Architectural Survey

#### *Discover NJ History License Plate Fund*

Ms. Foster discussed the applications received under the License Plate program. The committee recommended funding for one application, submitted by the Westwood Historic Preservation Commission, which requested \$5,000. Ms. Foster moved and Ms. Salvatore seconded a motion to approve the Westwood Historic Preservation Commission's application as recommended by the grants and loans committee. All were in favor.

#### *Discover NJ History License Plate Fund*

**Applicant:** Westwood Historic Preservation Commission

**Project:** Interactive Digital Downtown District History Tour

#### *Acquisitions and Easements*

Mr. Ceponis reported on an ongoing conversation with the Fort Monmouth Economic Revitalization Authority (FMERA) regarding the subdivision of four lots containing seven buildings. Because these properties will be sold, they must be sold with preservation easements in order to have no encroachment on the historic resources per the New Jersey Register of Historic Places Act. The buildings include former barracks (to be turned to condos), fire station (to be turned into a restaurant), a theater, and a former residence-turned-commercial office space. The easement committee met on March 4<sup>th</sup> and recommend to the full board to approve the four easements on these lots. Mr. Lindsay moved and Mr. Thompson seconded a motion to approve the acquisition of the four easements at Fort Monmouth. All were in favor.

#### *Legislation & Policy/Strategic Planning*

Ms. Ng reiterated that this discussion will be conducted at the end of the meeting. Ms. Guzzo referenced a piece of legislation concerning a potential web-based historic marker program. The bill has been assigned to the Assembly's Tourism, Gaming and the Arts Committee. Dr. Marcopul stated that the HPO was given an opportunity to weigh in on this topic, and that she explained that a program exists within the Historical Commission but is not funded. She recommended that funding be allocated to hire a full-time staff person to manage the program. She also referenced Journey Through Jersey in her comments. It does not appear Dr. Marcopul's recommendations were taken into account. The HPO has an inventory of some previous sign initiatives. A conversation regarding previous historic marker programs and efforts ensued, including the poor condition of extant signs, inaccurate histories, and the lack of coordination.

#### *Education and Outreach*

Ms. Salvatore explained that she does not have a report, as much of her time has been focused on the heritage tourism, travel and tourism discussion resulting from the strategic planning meeting. She has been in touch with individuals at Cape May County and sees great interest in establishing a network of historic restaurants, bed and breakfasts, etc. She asked for a ruling from the board regarding the age cut-off for historic buildings to be included in this network.

#### *Fiscal Oversight*

No report.

#### **Unfinished Business**

#### *Retreat Follow-up*

Ms. Ng referenced the strategic planning report provided by Creative Capacity after the February strategic planning meeting. She specifically referenced pages three through six, which identify and enumerate upon the following initiatives:

1. Largescale redevelopment projects
2. Local outreach and connections
3. Enhanced collaboration and coordination with other state agencies
4. Promoting heritage tourism/historic preservation

Ms. Ng, Mr. Miller and Ms. Guzzo met to discuss the report and agreed that the board should divide themselves into teams to focus efforts on the most salient subgoals. Ms. Ng reiterated the goals identified in the strategic planning report and asked for the board's opinion on where to focus. Ms. Kelly expressed interest in focusing efforts on the tax credit, given the time that the board has dedicated to passing this legislation. The board discussed the role of the Trust, HPO and EDA in the development of this program moving forward. At this time, it is not clear if EDA intends to hire a historic preservation specialist. Dr. Marcopul noted that perhaps the tax credit concerns reflect a need to focus on the Trust's collaboration with other state agencies.

Ms. Ng reiterated the goals outlined at the retreat concerning local outreach and connections and asked for input from the board. Ms. Foster stated that it may be difficult to decentralize and reach new audiences. Ms. Ng suggested using Journey Through Jersey as a preservation education tool.

Ms. Ng reiterated the goals outlined at the retreat concerning collaboration and coordination with other state agencies. Given our interest in promoting and steering the historic tax credit, the board agreed that our focus should be on cultivating a relationship with EDA. Ms. Salvatore also recommended establishing a relationship with the Division of Travel & Tourism and requested that the board push to have Journey Through Jersey linked on the Division's website.

Ms. Ng reiterated the goals outlined at the retreat concerning heritage tourism. Ms. Kelly explained that she had a conversation with Emily Manz at Preservation New Jersey to develop a list of historic restaurants. Ms. Guzzo noted that PNJ anticipates applying for a grant to build itineraries on Journey Through Jersey, which would be linked on PNJ's website. Ms. Salvatore has reached out to the Cape May DMO; Ms. Kelly recommended that we might seek to reach out to DMOs across all counties. It was discussed that efforts to work with Travel & Tourism to fund a statewide heritage tourism economic impact study have not been fruitful; as a result, Ms. Guzzo suggested getting an estimate, drawing down from the CBT funds and funding the study ourselves. Ms. Guzzo explained that this should be recommended by the grants & loans committee and will ultimately require a vote to be incorporated in our appropriation.

The following tentative assignments were made (note: absent board members will need to be contacted to determine their preferred team): The Redevelopment team members are Glenn Ceponis, Bob Tighue and Sean Thompson. The Local Outreach and Connections team members are Erin Frederickson, Janet Foster, Chris Perks, Peter Lindsay, Troy Simmons and Lisa Easton. The Collaboration with State Agencies team members are Haley McAlpine, Bob Tighue, and Sean Thompson. The Heritage Tourism team members are Sam Siegel, Annie Salvatore and Debbie Kelly. Ashley will float between subcommittees given Journey Through Jersey's potential role in all initiatives. Ms. Ng and Mr. Miller will be in touch with these sub-committees regularly. The sub-committees should meet once before the June meeting and supply a report to include in the June board packet.

**New Business**

There was no new business.

**Public Comment**

There was no public present.

**Adjournment**

Ms. Ng moved and Mr. Lindsay seconded a motion to adjourn at 12:00pm.

**Next Meeting Date & Location:**

**June 16, 2021**

**Location TBD**