

NEW JERSEY HISTORIC TRUST
Wednesday, June 21, 2023
Board of Trustees (Virtual) Meeting
10:00 A.M. – 1:00 P.M.

Join Zoom Meeting
<https://us02web.zoom.us/j/82496027880>
Meeting ID: 824 9602 7880

Call to Order

Ms. Easton called the virtual meeting to order at 10:06 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: Kenneth Miller, Janet Foster, Anne Salvatore, Katherine Marcopul (DEP), Robert Tighue (Treasury), Gina Fischetti (DCA), Linda Stender, Lisa Easton, Chris Perks, Meme Omogbai, Troy Simmons, Deborah Kelly, Peter Lindsay

NJHT staff present: Dorothy Guzzo, Glenn Ceponis, Carrie Hogan, Judy Murphy, Ashley Parker, Vito Scocozzo, Shannon Bremer, Jennifer Boggs, Stephanie Kraut

Public Present: Allison Trimarco, Diane Felcyn (Arts Council)

Approval of Minutes

Ms. Stender moved and Ms. Salvatore seconded the motion to postpone the approval of minutes from March 15 until the September Board of Trustees meeting. All voted in favor of postponement.

Public Comment

No public comment.

Communications

Ms. Guzzo noted that communications were sent out via email prior to the meeting. This included positive feedback regarding the 2023 Conference as well as newspaper articles related to currently funded projects.

Reports of Officers

Chair

No report.

Vice-Chair

Ms. Easton thanked the entire Trust staff for hosting a terrific conference. She commended the staff for their hard work organizing the conference. Ms. Easton spoke highly of the student poster session/competition that was organized by Ms. Bremer and thanked her for the invitation to serve as a judge for the competition portion. Ms. Easton felt that it was a great way to support students looking to enter preservation and encourage them to continue pursuing the field. She expressed interest in serving as a judge again in the future.

Treasurer

Mr. Miller reported that the Corporate Business Tax (CBT) estimated projection is at \$12 million. The administrative budget was still well within the bounds of what was budgeted.

Ms. Salvatore moved and Ms. Foster seconded the approval of the Treasurer's report. All were in favor of approving the report.

Secretary

Ms. Stender expressed that this was her first year attending our annual conference and she enjoyed it greatly. She was pleased to have attended and looks forward to being able to participate more next year. Ms. Stender extended her thanks for a well-organized conference to the staff. Ms. Stender reported that the Annual Report was released and looked excellent. She thanked the staff for a job well done on it.

Executive Director's Report

Ms. Guzzo introduced Ms. Kraut as the newest Trust employee. Ms. Kraut introduced herself and spoke briefly about her background. Ms. Guzzo reported that we will have two, new full-time employees in FY24. The Trust will also be seeking an additional staff member in the next fiscal year. Ms. Guzzo reported that the staff has been extraordinarily busy, especially since we accepted applications for three grant programs this past spring (Council on the Arts, Cultural Trust, and Preserve NJ).

Ms. Guzzo announced that the Trust has been asked to hold a mitigation fund for the offshore wind farms. A programmatic agreement has been drafted with all involved parties, including HPO and the Bureau of Ocean Energy Management. The purpose of the fund is to mitigate the adverse visual impacts of the wind farms on historic resources. Only 17 pre-determined, visually impacted sites qualify for the fund. Dr. Marcopul provided more background on the establishment of the fund and how the Trust was chosen to be the administrator. She stated that this is the first time something like this has been used as a tool to mitigate impacts for historic resources from offshore wind, so this is likely going to serve as a model moving forward if it is successful. Dr. Marcopul believes that this is likely the beginning of many other similar consultations resulting in mitigation funds due to the increase in windfarms along New Jersey's shoreline. Ms. Omogbai asked if administrative funding would be included for the Trust's oversight of the program. Both Ms. Guzzo and Dr. Marcopul stated that it would include administrative funds. Ms. Guzzo explained that because the impacted sites have already been chosen, the Trust's responsibility would be evaluating the projects. Ms. Stender asked if Ms. Guzzo and Dr. Marcopul could explain what the adverse effects are and what the mitigation entails. Ms. Guzzo and Dr. Marcopul explained what this means in the context of examples and that any of the pre-determined resources adversely affected can come to the mitigation fund for funding with both interpretive projects as well as bricks and mortar preservation efforts. Discussion ensued regarding the building of the wind turbines, the positive and negative effects they will have, as well as the impacts these wind farms have on tribal lands and resources.

In wrapping up her report, Ms. Guzzo stated that we will likely be able to receive COVID funding which can be used to assist current grant funded projects that suffered from cost-overruns due to the COVID-19 pandemic. She also reported that we will be working with Rutgers MARCH to plan future Commission Trainings. Both the staff report as well as her report were distributed in advance of the meeting.

Report of Department of Community Affairs

Ms. Fischetti reported that the Main Street New Jersey program just concluded its application period for FY23. There were 17 applications requesting a total of \$570,000. They are beginning to work through the approval processes and hope to get it done before the end of the current fiscal year. Ms. Fischetti stated that she was happy to see the article about Vineland in the communications since they received funding last year for façade improvements. Ms. Fischetti stated that her office is currently working on adding layers to the Community Asset Map. She briefly explained what the resource is and is hoping that layers can be added to help the preservation community. Ms. Stender asked if historic sites were included on the present map. Ms. Fischetti responded that there was not presently a layer listing specific historic sites; however, it is something they would like to add. Presently there is some general overlap between DEP's mapping and DCA's mapping. Dr. Marcopul and Ms. Fischetti discussed the possibility of connecting their GIS people to integrate their systems more.

Report of Department of Environmental Protection

Dr. Marcopul reported that the Historic Preservation Office has three new full-time staff members with a fourth starting in mid-July. HPO is excited to have all their new employees on board and looks forward to having the extra help with their increasing workload. Dr. Marcopul also announced that their office has released LUCY 2.0. She explained that LUCY is the state's ARCGIS online and is the way they maintain data on historic sites across the state. New data relating to cultural resource surveys have been added to the site, making it easier to access the digital cultural resource surveys HPO has in their archives. Dr. Marcopul stated that DEP is presently working with the New Jersey Commission on American Indian Affairs on establishing a process for consultation on DEP-related projects. She is unsure to what extent this could impact the Trust's work but wanted to inform everyone that the discussions were occurring.

Report of Department of Treasury

No report.

Reports of the Standing Committees

- **Executive Committee**

The Executive Committee did not have any major updates. The only thing discussed by the committee was the *Strategic Plan 2023-2028* which was to be discussed at a later point in the meeting.

- **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: Gloucester County

Project: James and Ann Whitall House

Grant Award No.: 2019.1041

Grantee: Borough of Metuchen

Project: Middlesex Ave / Woodwild Park Historic District
Grant Award No.: 2020.0091

Grantee: Trent House Association
Project: Trent House
Grant Award No.: 2020.0036

Grantee: Montclair Historical Society
Project: Israel Crane House
Grant Award No.: 2020.0046

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

Grantee: Friends of the Jacobus Vanderveer House
Project: Voorhees Dutch Barn
Grant Award No.: 2018.0031

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

Grantee: Rutgers University
Project: Queen's Campus
Grant Award No.: 2020.H080

Ms. Foster asked if there were any recusals. She proposed voting on the extensions as a group. All voted in favor of the extensions.

Council on the Arts

Ms. Foster reported that the Trust is overseeing a capital grant round for the Council on the Arts. The Grants & Loans Committee is recommending funding for 13 applications totaling \$2,671,873. Ms. Foster asked if there were any recusals and seeing none Ms. Salvatore moved and Ms. Omogbai seconded the motion to approve all 13 applications for funding. All voted in favor of funding the 13 recommended projects. Ms. Felcyn from the Council on the Arts thanked the Trust for administering the grant and for creating this new partnership. She noted that she looks forward to working with the Trust in the future. Ms. Salvatore asked if the Trust is looking to make this a regular and consistent partnership. Ms. Guzzo stated that she is open to making this a regular partnership and sees this as an excellent way to collaborate with the Council on the Arts.

*Revolving Loan Fund**

Discussion of rule readoption

Ms. Foster reported that the Grants & Loans Committee discussed the readoption of the rules for the Revolving Loan Fund. Ms. Guzzo explained that although the rules do not expire until next spring, she has begun the process of having them reviewed because of changes in the rule adoption process which requires DAG review prior to submitting them for publication. The major revision being proposed in the rules is to change the match requirements for municipalities consistent to the requirements for

nonprofit organizations so that the fund is more attractive to them. Ms. Guzzo recommended that the board come to a consensus on the rules so that it can be adopted at the September meeting.

Ms. Foster proposed that the board make a motion to approve moving forward with updating the Revolving Loan Fund rules. Mr. Miller motioned, and Ms. Kelly seconded. All voted in favor. Ms. Omogbai asked if the fund was going to be promoted more in the future. Ms. Guzzo responded that it would be promoted more because the lower interest rate is going to be attractive to a lot of organizations now that traditional interest rates have risen.

- **Acquisitions and Easements***

Mr. Miller reported that there was a perpetual easement application for the John C. Rulon House located at 1428 Kings Highway in Swedesboro, Gloucester County. Mr. Ceponis provided some background information regarding the easement. The committee recommended accepting the easement. All voted in favor.

At 11:03 AM, Mr. Lindsay moved, and Mr. Miller seconded the motion to enter a closed session to discuss negotiations for easement acquisition. All voted in favor of entering a closed session. Due to the nature of the discussions, the public was not included in the session. The following people were present during the session:

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

NJHT staff present: Dorothy Guzzo, Glenn Ceponis, Carrie Hogan, Judy Murphy, Ashley Parker, Vito Scocozzo, Shannon Bremer, Jennifer Boggs, Stephanie Kraut

Following discussions related to the easement acquisition, Ms. Kelly moved, and Ms. Omogbai seconded the motion to enable staff to enter negotiations within parameters for the easement acquisition. All voted in favor.

Mr. Miller moved and Ms. Foster seconded the motion to end the closed session. All voted in favor of ending the closed session.

The Board of Trustee reconvened at 11:29 AM.

- **Legislation & Policy/Strategic Planning**

Ms. Stender reported that Assemblyman James Kennedy of Rahway has agreed to sponsor legislation for Historic Preservation Commission (HPC) trainings. Ms. Stender has provided him with the necessary information; however, OLS needs to put it into a usable format for a draft to be created. Her hope is that there will be something to review by the fall.

- **Education and Outreach**

Ms. Easton reported that Education and Outreach has been working on getting support for the HPC trainings. They are hoping to increase outreach through conferences such as League of Municipalities in order to get the local municipalities and mayors more involved. The goal is to make the HPC trainings a requirement just like zoning board members have required trainings they must attend. Ms. Easton asked Ms. Guzzo if the Trust would have a say in the curriculum for the training. Ms. Guzzo responded that DCA

would approve the curriculum for the trainings so we would have some say in how that's formatted. This is something that would be written into the legislation. Any entity could be a provider and offer the course as long as DCA approves the curriculum. Ms. Guzzo hopes that we would be able to develop both an online and in-person version of the trainings. She stated that it could be possible for the Trust to provide money for the first round of training to eliminate any concern about financial constraints on the part of the municipalities. Ms. Guzzo stated that she is working on scheduling meetings and conversations with the League of Municipalities to discuss the trainings.

- **Fiscal Oversight**

No report.

Unfinished Business

*Adoption of Strategic Plan 2023 – 2028**

Ms. Trimarco presented the final draft of *Strategic Plan 2023-2028*. She reported that the executive committee approved the adjustments previously discussed. Ms. Foster and Ms. Kelly thanked Ms. Trimarco for her work on the strategic plan and commended her for how well written and coherent the plan is. Ms. Trimarco remarked that the plan includes both immediate and long-term goals and some of the work is already in motion. The five-year period allows for newer goals and work to develop of the course of the next five years. Ms. Trimarco then elaborated on the implementation of the strategic plan. She recommended using a performance dashboard to track progress and what is being completed. It will also track the goals for each objective. Ms. Trimarco noted that the last strategic plan had a goal of having consistent funding for the grant program and now this new plan acknowledges that the money exists, and we have a larger staff to allow for forward movement in multiple areas at one time. The assignment of responsibilities currently being worked on is a part of the Action Plan. There was some discussion on ways to accomplish specific aspects of the Action Plan, especially regarding the Trust's goals with Journey Through Jersey. Ms. Trimarco remarked that the most important way to implement the plan is to have a good planning process and reach consensus as a group on what is most important which is something that the Trust has already accomplished.

Mr. Miller moved, and Ms. Salvatore seconded the motion to adopt *Strategic Plan 2023-2028*. All voted in favor of adopting the plan.

Ms. Guzzo explained the next steps for the Strategic Plan including printing and possible distribution to legislative groups and other interested parties.

New Business

Appointment of a nominating committee

Mr. Lindsay asked for volunteers to serve on the nominating committee. Ms. Foster, Mr. Perks, and Ms. Kelly volunteered.

Public Comment

There was no public comment.

Adjournment (12:10 PM)

Mr. Lindsay moved and Ms. Kelly seconded a motion to adjourn at 12:10 PM.

