

NEW JERSEY HISTORIC TRUST
Wednesday, September 27, 2023, 10 am
Board of Trustees Annual Meeting
Haggerty Education Center at the Frelinghuysen Arboretum, Morris Township
(In-Person and Virtual Attendance)

Call to Order

Mr. Lindsay called the meeting to order at 10:05 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, Kenneth Miller, Deborah Kelly, Lisa Easton, Linda Stender, Katherine Marcopul (DEP), Gina Fischetti (DCA), Meme Omogbai (virtual), Chris Perks (virtual), Robert Tighue (Treasury, virtual), Anne Salvatore (virtual)

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

Present from the public: Gilda McCauley, Linda Bruschi, Rob Bruschi, Kim Ball Kaiser, Sue Schmidt, Bonnie Lynn Nadzika, Andrew Zangle, Anne Moto (MCHS), Betsy Barrett, Bloomfield PRCA, Bob R, Colonial Dames NJ, Elaine Kiernan Gold (Bergen County), Sue, Jeanne Shanley, Jen Janofsky, Jennifer Keyes-Maloney, Joe Murphy, Ken Merz, Li/Saltzman Architects, Lisa Jester (Millville Army Air Field Museum), LRusso, Maggie Greco, Mark Packer, Mayor Ed Campbell, Michele Butchko, Michelle Doherty (OBM), Pat Butch, Susan Jackson (New Hanover Township), Dino Spadaccini, Mark Nonesteid, Frank Napoli, John J. Veteri Jr. Esq., Lynn Fylak, Maria LoBiondo, Kelly Ruffel, Kevin Abernethy, Izzy Kasdin

Report from the Nominating Committee

The Nominating Committee comprised of Ms. Foster, Mr. Perks, and Ms. Kelly proposed the following as nominees for officer positions: Mr. Lindsay, Chair; Ms. Easton, Vice Chair; Mr. Miller, Treasurer; Ms. Stender, Secretary.

Ms. Foster moved, and Ms. Kelly seconded the motion. All voted in favor of the appointments.

Approval of Minutes

Ms. Kelly moved, and Ms. Foster seconded the motion to approve the minutes from March 15. All voted in favor of approving the minutes.

Ms. Omogbai moved, and Ms. Salvatore seconded the motion to approve the minutes from June 21. All voted in favor of approving the minutes.

Public Comment

None.

Communications

Ms. Guzzo noted that all communications were provided in the email sent out prior to the meeting. This included letters of gratitude from Arts Council grant recipients, the reports of several committees, and various news clippings.

Reports of Officers

Chair

Mr. Lindsay thanked Ms. Guzzo and the staff for their dedication and hard work organizing the 2023 Conference in Atlantic City. He noted that he was glad to see how well-attended it was. Mr. Lindsay also commended the staff for their work on the new *Strategic Plan*. Regarding committees, Mr. Lindsay noted that he did not plan on making any adjustments to the committees.

Mr. Lindsay expressed his disappointment that the vacant spots on the board have yet to be filled. Candidates have been selected; however, the governor's office has not moved forward with any new appointments.

He attended the ground-breaking for the Trenton Public Library. While there, he had the opportunity to speak with Ms. Kim Holmes, who at the time of their meeting was the Acting Commissioner of DCA, about the Trust and our investment in Trenton.

Mr. Lindsay stated that he would be attending a commission training session at Rutgers Camden and implored other board members to attend future commission trainings.

Vice Chair

No report.

Treasurer

Mr. Miller reported the final status of the administrative operational fund for FY23 as well as the proposed expenses for FY24. There was some carry over from the FY23 budget. Some notable inclusions to the proposed FY24 budget included 2 new FTE positions, more promotion, expansion and development for Journey Through Jersey, and an increased travel budget to provide staff with more professional development opportunities. The proposed expenses for FY24 total \$1,665,000. Ms. Stender moved and Ms. Easton seconded the motion to approve the administrative costs for FY24.

Secretary

Ms. Stender had no report; however, she did ask for more information regarding "Jersey Best", a magazine that was supplied to each board member at the start of the meeting. Ms. Parker explained that this is one of the magazine's advertising for Journey Through Jersey as a part of the larger marketing campaign for the website. Some discussion occurred about the details of the marketing campaign and how outreach can be extended through other news and media channels.

Executive Director's Report

Ms. Guzzo stated that her full report as well as the staff report were provided in the communications for the meeting. She reported that most of her time has been dedicated to personnel matters. This included

submitting the paperwork to fill the two new FTEs for FY24. Looking ahead, the Trust is also planning to request another FTE for FY25. Ms. Guzzo has been helping the Division of Disaster Recovery and Mitigation hire a full-time historic preservation professional to assist with their regulatory obligations. She explained that even though the new hire is directed by the Division of Disaster Recovery and Mitigation, the Trust will also be assisting him and working with our guidance.

Ms. Guzzo reported that Ms. Allison Trimarco, who wrote our Strategic Plan, met with staff in mid-September to discuss implementation of the Strategic Plan. Mr. Lindsay and Ms. Foster stated their appreciation for Ms. Trimarco and the hard work she has put in to get the Trust started towards the goals of the Strategic Plan.

Ms. Guzzo provided the board with an update on the leadership changes within DCA, including the appointment of Jacquelyn Suarez as the new Acting Commissioner for the Department and the appointing of Tahesha Way as the new Lt. Governor.

Ms. Guzzo informed the board about upcoming conferences that the Trust would be attending that may require their attendance to help staff the table. This included the League of Municipalities Conference and the Tourism Conference; both being held in Atlantic City. She also included a list of groundbreaking and ribbon cuttings that require board member attendance in her communications.

Mr. Lindsay inquired about a retreat being held in the beginning of October with the Historic Preservation Office. Ms. Guzzo responded that this was solely a staff retreat to introduce the employees of the two agencies to one another.

Ms. Fischetti asked a question regarding the role of the FTE working with the Division of Disaster Recovery and Mitigation. Ms. Guzzo explained more about why the role was established.

Report of Department of Community Affairs

Ms. Fischetti reported that the Main Street Grant program awarded a little over \$570,000 in funding to Main Street districts across the state at the end of June. Some projects included façade improvements, street beautification, and digital marketplace projects. They will be accepting additional applications in the coming months.

She noted that all the Main Street districts in New Jersey are listed on DCA's Community Asset map. Ms. Stender asked whether historic resources from the state would be added to that Community Asset map. Ms. Fischetti and Dr. Marcopul responded that HPO currently has a map that lists all the historic resources in New Jersey; however, it may be possible to create an overlay showing those resources that can also be added to the Community Asset map.

Report of Department of Environmental Protection

Dr. Marcopul reported that the Historic Preservation Office is currently in the process of updating their cultural resources GIS map, Lucy. Lucy 2.0 was recently released and includes digital copies of cultural resource surveys. About 80% of the cultural resource surveys have been digitized.

Dr. Marcopul reported that DEP just recently completed *Outside Together*, a statewide comprehensive plan of outdoor recreation spaces. This is done in order to qualify for funding from the National Park Service for the acquisition of open space. The public comment period for the plan ends on October 18th. This plan works in tandem with the statewide historic preservation comprehensive plan.

Report of Department of Treasury

Mr. Tighue reported that he was trying to get information regarding the Revolutionary War Welcome Center that is planned for Trenton; however, he was unable to gather any updates. Ms. Stender asked if it would be ready for the 250th anniversary of the Revolutionary War. Mr. Tighue responded that they were hopeful; however, there is still a lot of discussions in progress. Ms. Guzzo added that discussions included the possibility of using existing space instead of building a new structure. Mr. Tighue added that it is possible it may temporarily go into an existing building while a permanent structure is being built.

Reports of the Standing Committees

- **Executive Committee**

At 11:50 AM, Mr. Miller moved, and Mr. Lindsay seconded the motion to enter a closed session to discuss personnel matters. All voted in favor of entering a closed session. Due to the nature of the discussion, the public and Trust staff were not included in the session. The following people were present during the session:

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

The closed session ended at 12:30 PM and the Board of Trustee meeting reconvened.

Following discussions related to personnel matters, a subcommittee consisting of Mr. Lindsay, Mr. Easton, and Ms. Stender was formed to address the personnel matters.

- **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: County of Passaic

Project: Dey Mansion (Passaic County-focused American Revolution narrative)

Grant Award No.: 2020.H081

Grantee: First Presbyterian Church of Trenton

Project: First Presbyterian Church and Cemetery Site Preservation Plan and Conditions Assessment

Grant Award No.: 2020.0051

Ms. Foster asked if there were any recusals. She made a motion to vote on the extensions as a group and Ms. Stender seconded the motion. All voted in favor of the extensions.

Ms. Foster then introduced a Request for Major Change in Scope. She explained the reason for the major change in scope and the new scope of work being proposed, which is detailed in the Grants & Loans Report.

*Request for Major Change in Scope:**

Grantee: Bordentown Historical Society
Project: Clara Barton School (Bordentown Historic District)
Grant Award No.: 2021.1029

Ms. Foster asked if there were any recusals. The Major Change in Scope was recommended by the committee. Ms. Easton seconded and all voted in favor.

Ms. Guzzo explained the 2023 application process as well as the breakdown of applications. Mr. Ceponis presented the 2023 Preserve NJ Historic Preservation Fund Recommendations. The committee recommends funding seventy-one applications totaling \$13,163,043. The committee recommended funding for the existing multiphase grant for the Hoboken Public Library. They also recommended funding in the amount of \$125,000 for our Emergency Intervention Fund and Discover NJ History License Plate Fund. In total, including the multiphase commitments and the special projects, the recommendations equaled \$14,038,043.

Historic Site Management Projects

Ms. Foster asked if there were any recusals for the HSM recommendations. Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the HSM projects as recommended by the committee and as detailed in the Grants & Loans Committee's formal report, excluding 101 Second Ave. (Roebing Historic District) and the Morristown Post Office (Morristown Historic District Extension). All voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for 101 Second Ave. (Roebing Historic District). Mr. Lindsay recused himself from discussion and voting for 101 Second Ave. (Roebing Historic District) due to current involvement with the site. All others voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for the Morristown Post Office (Morristown Historic District Extension). Mr. Miller recused himself from discussion and voting for the Morristown Post Office (Morristown Historic District Extension) due to current involvement with the site. All others voted in favor.

Municipal, County, and Regional Planning

Ms. Foster asked if there were any recusals for the MCRP recommendation and there were none. Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the MCRP project as recommended by the committee and as detailed in the Grants & Loans Committee's formal report. All voted in favor.

Heritage Tourism Projects

Ms. Foster asked if there were any recusals for the HSM recommendations. Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the HSM projects as recommended by the committee and as detailed in the Grants & Loans Committee's formal report, excluding Morven. All voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for Morven. Mr. Tighue recused himself from discussion and voting for the Morven due to current involvement with the site. All others voted in favor.

Capital Level 1 Projects

Ms. Foster asked if there were any recusals for the Capital Level 1 recommendations. Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the HSM projects as recommended by the committee and as detailed in the Grants & Loans Committee's formal report, excluding Morristown Public Library (Morristown Historic District Extension). All voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for Morristown Public Library (Morristown Historic District Extension). Mr. Miller recused himself from discussion and voting for the Morristown Public Library (Morristown Historic District Extension) due to current involvement with the site. All others voted in favor.

Capital Level 2

Ms. Foster asked if there were any recusals for the Capital Level 2 recommendations. Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the Capital Level 2 projects as recommended by the committee and as detailed in the Grants & Loans Committee's formal report, excluding Morven, Old Barracks, USS New Jersey, Benjamin Cooper Ferry and Tavern, Cold Spring Grange Hall, and Reservoir #3. All voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for USS New Jersey, Morven, and Old Barracks. Mr. Tighue recused himself from discussion and voting for the USS New Jersey, Morven, and Old Barracks due to current involvement with the sites. All others voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for Reservoir #3. Ms. Easton recused herself from discussion and voting for Reservoir #3 due to current involvement with the site. All others voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for Cold Spring Grange Hall. Ms. Salvatore recused herself from discussion and voting for Cold Spring Grange Hall due to current involvement with the site. All others voted in favor.

Ms. Foster then made a motion on behalf of the Grants & Loans Committee to accept the recommendation for funding for Benjamin Cooper Ferry and Tavern. Mr. Perks recused herself from discussion and voting for Benjamin Cooper Ferry and Tavern due to current involvement with the site. All others voted in favor.

Multiphase Commitments

Ms. Foster asked if there were any recusals for the Multiphase Commitment and there were none. Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the Multiphase Commitment as recommended by the committee and as detailed in the Grants & Loans Committee's formal report. All voted in favor.

Additional Funding Commitments

Mr. Miller then made a motion on behalf of the Grants & Loans Committee to accept the Additional Funding Commitments as recommended by the committee and as detailed in the Grants & Loans Committee's formal report.

Recommendations to Cultural Trust for Capital Funding

Ms. Foster explained that reviews have been completed; however, we do not have a recommended award amount from the Cultural Trust which would determine how many projects can be funded. The Cultural Trust will be meeting in November to determine how much can be awarded. At this time,

Grants & Loans Committee is recommending postponing the vote on approvals until a final award amount has been reached. This vote is likely to occur at the December Board of Trustees meeting.

Discover NJ License Plate Fund

The Grants & Loans Committee recommended funding for one project:

*Discover New Jersey History License Plate**

Applicant: Washington Crossing Park Association

Project: Digital Kiosk

Before voting, there were discussions about what the digital kiosk is, how it would function, and its usability. Ms. Foster asked if there were any recusals. Ms. Foster made a motion on behalf of the Grants & Loans Committee to accept the recommendation of funding for the Washington Crossing Park Association. All voted in favor.

Revolving Loan Fund and Discussion of Rule Readoption

The Grants & Loans Committee recommended that the Revolving Loan Fund Rules be readopted. All voted in favor of readopting the Revolving Loan Fund Rules.

- **Acquisitions and Easements***

No report.

- **Legislation & Policy/Strategic Planning**

Ms. Stender reported that work has begun towards establishing formal, required training for HPC members like how zoning and planning board members are required to attend a training every year. There was some discussion on how the process works and who is involved in the approval processes for the training.

Ms. Kelly asked if the Legislation & Policy Committee had any updates about the Keep It Green Coalition, an environmental organization. Ms. Stender responded that she was not aware of any updates. There was some discussion about the Coalition and what it is. Ms. Kelly stated that it is important for a board member to attend some of the meetings of the Coalition because conversations regarding the Corporate Business Tax (CBT) may pop up and could inform us about any changes with our funding.

- **Education and Outreach**

Ms. Easton reported that the focus of the Education and Outreach committee has been getting the legislation improved to move forward with the training for HPC members. They are focusing outreach towards what we can do to figure out what municipalities need for HPC training as well as any other preservation training and education needs.

- **Fiscal Oversight**

No report.

Unfinished Business

None.

New Business

None.

Public Comment

Ms. Pat Butch asked for clarification regarding if the Cultural Trust grants were being announced today. Ms. Guzzo clarified that those announcements were postponed until the December Board of Trustees meeting.

Adjournment

Ms. Stender moved and Ms. Easton seconded a motion to adjourn at 12:40 PM.