

## **NEW JERSEY HISTORIC TRUST**

### **NJHT Board of Trustees Meeting Wednesday, March 8, 2017 Roebing Museum Roebing, Burlington County**

#### **Call to Order**

Ms. Foster called the meeting to order at 10:16 a.m.

#### **Open Public Meetings Act**

Ms. Guzzo notified the Board that notice of the meeting was made in accordance with the New Jersey Open Public Meeting Act.

#### **Roll Call**

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

Trustees present: Janet Foster, Deborah Kelly, Peter Lindsay, Katherine Ng, Chris Perks, Patricia Anne Salvatore, Katherine Marcopul, Robert Tighue, and Sean Thompson.

NJHT Staff present: Dorothy Guzzo, Judith Murphy, Glenn Ceponis, Catherine Goulet, Michele Racioppi and Carrie Hogan.

Also present: Ralph Siegel.

#### **Approval of Minutes**

Ms. Foster asked if anyone had comments on December's meeting minutes. There being none Ms. Kelly made a motion to approve the minutes, seconded by Mr. Tighue. The motion passed unopposed.

#### **Public Comment**

No public Comment.

#### **Communications**

No communications

#### **Reports of Officers**

##### **Chair:**

Ms. Foster reported on the DCA and Historic Trust fiftieth anniversary event held at the Trenton War Memorial on March 1<sup>st</sup>. Ms. Foster reported that the event was very well done and that historian Howard Green provided a very comprehensive history of the DCA. His talk will be available on the DCA's website. Eight former DCA commissioners spoke about their time at the

agency. Ms. Guzzo reported that a very nice temporary exhibit on the history of DCA and its divisions was set up in the first floor conference room of the DCA building. The exhibit was very well received.

Ms. Foster reported that this year's preservation and history conference will be shortened to one day and presented as a celebration of the 50<sup>th</sup> anniversary of the NJ Historic Trust, NJ Historical Commission, and the NJ Historic Sites Council. The conference had to be shortened because of emergency code work taking place at the proposed conference site. Despite extensive efforts, a new location able to accommodate the two day conference could not be found at a reasonable cost. Ms. Guzzo explained that two tours that had been scheduled for the conference will still take place and that the conference keynote speaker will speak at the event. The conference educational sessions submitted for this year will be offered at next year's history and preservation conference.

The celebration and talk will take place at the Cornelius Low House as originally planned. Ms. Foster asked for Board members to provide support for the event. Ms. Omogbai suggested convening a committee of members of the participating organizations. It was noted that members of these organizations are part of the conference steering committee and have been part of the event planning.

Ms. Foster reminded the Board that a strategic planning meeting will immediately follow the board meeting.

**Vice Chair**

No report.

**Treasurer:**

Mr. Tighue referenced the Treasurer's report in the Board packet. Mr. Tighue went through the report. In reviewing the Trust's accounts Mr. Tighue stated that the Trust planned on allocating approximately \$5 million for the 2017 Preserve NJ grant round. Mr. Tighue then reviewed FY 17 administrative budget and reported that the Trust remains on track to be on or below the approved budget. Ms. Guzzo reminded the Board that the Trust's administrative budget currently comes through State appropriations so any unused funds get returned to the State's general operating budget it is not put in a separate Historic Trust account to be used later. It was also reported that the Trust will soon be issuing a RFP for a License Plate Fund marketing consultant.

Ms. Omogbai expressed concern that since our administrative budget has not changed that the Trust will not have enough funds to do all that we have planned. Ms. Guzzo stated that the budget appears sufficient for current plans; however, it will need to reflect our costs to contract with grant evaluators.

Ms. Guzzo then reviewed the dates for the budget hearings. Mr. Thompson added that once the budget is posted it can be reviewed to see if there are any specific concerns that need to be addressed or require testimony before the committees. Ms. Omogbai spoke to how the Trust

needs to plan for the upcoming budget and educate the legislators on how the Trust has been prudent in the past, but may require additional funds.

Mr. Thompson said it was surprising that the budget hasn't been posted yet. Ms. Foster asked that he inform the Trust once it is posted and if there is anything Trust Board members could do to help. Ms. Guzzo added that even if we are not testifying it is import to show up at budget hearings so they understand the importance of the budget for us. Ms. Kelly also stated the importance of Board members promoting a consistent message.

**Secretary:**

No report.

**Executive Director's Report**

Ms. Guzzo referenced her report and the staff's report included in the Board packet. Ms. Guzzo reported that things have been and will continue to be busy with multiple workshops and multiple grants rounds. Ms. Guzzo mentioned the second part of the Best Practices workshop, which was presented in January will take place this week. On April 10<sup>th</sup> the Trust will participate in a Funder's panel sponsored by MARCH. Ms. Omogbai asked if there was an uptick in funding. Ms. Guzzo explained that there is uncertainty regarding federal funding and that at the panel session Nina Stack will provide an overview of the funding situation. Ms. Guzzo also reported that Cultural Trust applications will be due in April and Preserve New Jersey applications will be due in early May.

**Report of the Department of Community Affairs**

Mr. Thompson spoke about the DCA anniversary and that DCA is waiting for the Governor's budget to be posted.

**Report of the Department of Environmental Protection**

Ms. Marcopul reported that HPO is administering an unprecedented number of grants and projects including a number of mitigation projects. Ms. Marcopul specifically detailed the elevation design guidelines and the work on 757 Walnut Street in Camden, which has associations with Martin Luther King, Jr. Ms. Marcopul responded to questions on the design guidelines and said that consultants are setting up public meetings pertaining to the elevation design guidelines. Ms. Foster discussed her involvement with reviewing CLG grant applications and she encouraged Board members to make themselves available to HPO for future grant reviews.

**Report of the Department of Treasury**

Mr. Tighue reported that plans to renovate the Statehouse are moving forward and he stressed that the current condition of the building necessitates the project. Additional discussion noted that this is what happens when a historic building is not adequately maintained. Ms. Kelly suggested that the Trust's position is that the project is very much needed and that the building is very significant historically and architecturally.

Mr. Tighue also mentioned the Trust's meeting with HFMA and its plan to meet with EDA to see how the agencies can partner on potential preservation projects in the future.

Mr. Tighue suggested Peter Kasabach, the Executive Director of NJ Futures, as a potential Board member for the Trust.

### **Report of the Executive Committee**

No report.

### **Report of the Grants & Loans Standing Committee**

Ms. Kelly referenced the Grants & Loans Committee Report in the Board packet. Ms. Kelly asked if there are any conflicts with any projects scheduled for discussion. Ms. Salvatore and Ms. Foster indicated that they each had a potential conflict with 1772 Foundation grant applications and would recuse themselves once the meeting got to the 1772 grant discussion.

#### Open Grants

Mr. Ceponis provided a brief update on the progress at East Point lighthouse.

#### Sandy Grants

Ms. Kelly reported that the National Park Service provided a one year extension for Sandy grants.

#### FY 15 CBT Grant Round

It was reported that FY15 funding bill was still in committee. Ms. Guzzo did not foresee any problems moving forward and was hopeful that the bill should pass by the end of June. It was also mentioned that the Trust would hold a grantee workshop for the projects recommended for funding. The Trust's regulations expire in December and the Trust has begun discussions toward making revisions. The Board will be updated at the June meeting.

#### Cultural Trust

Ms. Kelly reported that we are using SAGE (System for Administering Grants Electronically) for the first time for Cultural Trust applications. The applications will be completed on line as well as evaluated and managed on line. We may have to make some accommodation if our requirements do not completely align with the SAGE system, such as not being able to upload construction documents, we will remain flexible and accept them via mail and distribute them to the evaluators.

#### 1772 Foundation Grants

Ms. Murphy went through a PowerPoint presentation for the 1772 Foundation grant round. Ms. Murphy explained the review criteria as well as the number of applications received and the individual projects. Prior to the presentation Ms. Salvatore, a Board member of the NASW Foundation, recused herself from discussion on NASW and Ms. Foster, a former Board member with Mt. Kemble Home, recused herself from discussion on the Mt. Kemble Home. Ms. Kelly made a motion to approve the Grants and Loans Committee recommendation to fund all the

projects presented except NASW and Mt. Kimble Home, seconded by Mr. Tighue. The motion passed. Ms. Kelly then made a motion to approve the Grants and Loans Committee recommendation to fund the Mt. Kemble Home, seconded by Mr. Perks. Ms. Foster recused herself from the vote. The motion passed. Ms. Kelly then made a motion to approve the Grants and Loans Committee recommendation to fund the NASW, seconded by Mr. Perks. Ms. Salvatore recused herself from the vote. The motion passed. The Board commented on how important the 1772 Foundation grants have been over the years and thanked the 1772 Foundation for providing the funding.

#### Discover New Jersey History License Plate Fund

Ms. Kelly reported that there were no Discover New Jersey History License Plate Fund applications for this quarter. Ms. Murphy stated that she had some phone conversations with potential applicants and thought the Trust may receive some applications for its June meeting.

#### Marketing Study

Ms. Kelly reported that the Trust intends to issue an RFP and hire a firm to market the license plate. This should be underway before the end of the fiscal year.

#### **Report of the Easements and Acquisitions Standing Committee**

Mr. Ceponis presented the Easement Committee report. Mr. Ceponis reported on progress regarding the potential perpetual easement on the Morristown Post Office, first reported on at the last Board meeting. Subsequently Historic Trust staff and HPO staff visited the post office to assess which features should be protected if the easement moves forward. It was decided that the exterior and portions of the interior should be protected features. Mr. Ceponis reported that the Easements and Acquisitions Committee met and is recommending to the full Board that the Historic Trust accept the perpetual easement on the Morristown Post Office. Ms. Omogbai made a motion to accept the easement, seconded by Mr. Lindsay. The motion passed.

#### **Report of the Combined Strategic Planning and Legislation and Policy Standing Committees.**

A strategic planning meeting will be held immediately following the close of the Board meeting.

#### **Report of the Education and Outreach Committee**

Ms. Salvatore reported that she spoke with Jake Buganski, the acting head of NJ Travel and Tourism office, to try and get the office to link with our license plate information and for the Trust to have a presence on the Travel and Tourism website. Ms. Guzzo also mentioned Travel and Tourism setting up a link to the Journey Through Jersey website. Ms. Salvatore mentioned that coming from a background as a DMO, Jake Buganski has a good understanding of the needs of tourism sites.

Ms. Kelly asked if the Trust could play a role in future Travel and Tourism conferences. Ms. Salvatore mentioned that over the years the conference has shifted its focus. The conference is

run by the Transportation Industry Association and they are more focused on addressing the needs of hotels rather than culture and history organizations. Ms. Guzzo reported that she went to a meeting of DMO's and the attendees were very positive and excited about heritage tourism. They all want to help and Ms. Guzzo was able to get contact information from all the attendees and sees opportunities to work with them in the future. Ms. Guzzo was surprised to learn that the DMO's were not aware of the economic impact report on heritage tourism.

### **Unfinished Business**

No unfinished business

### **New business**

Mr. Perks provided an overview of the events leading to the demolition of the Hugg-Harrison House in Camden County. He stated that its demolition was a surprise because he thought that a coalition was building to save the house and that negotiations with the NJ DOT were ongoing. The group that was trying to save the house is continuing to move forward and will try and make sure that this does not happen to other sites in the future.

Mr. Perks asked the Board to disseminate information on the history of the house as well as what lead to its demolition to interested parties. It was agreed that there are lessons to be learned from this unfortunate and unnecessary incident.

### **Public Comment:**

Mr. Siegel introduced himself as the Executive /Director of the Garden State Preservation Trust. Mr. Siegel explained to the Board that the GSPT approved the Trust's recommended projects in December and also set available funding limits for the upcoming year. He reported to the Board that Bill 2252 introduced in the Legislature would appropriate \$1.9 million from the NJ Historic Trust's allocation to the Proprietary House depleting much of the Trust's available funding. Ms. Guzzo responded that this bill has been introduced before and has not gone very far, but the Trust will keep an eye on the bill in case it progresses.

As a private citizen, Mr. Siegel also commented on the demolition of the Hugg-Harrison House.

### **Adjournment**

Ms. Omogbai made a motion to adjourn the meeting, seconded by Mr. Perks. The motion passed and the meeting adjourned at 12:04.