

EAST AMWELL HISTORIC PRESERVATION AND HERITAGE ADVISORY COMMITTEE
Meeting Minutes: August 21, 2013, East Amwell Municipal Building, 1070 Route 202, Ringoes, NJ

Call to Order

The meeting of the East Amwell Historic Preservation and Heritage Advisory Committee was called to order at 7:35 PM by Chairwoman Barbara Sageser. The following notice was read by Recording Secretary Scott Bauman: *“In compliance with the Open Public Meetings Act, this is a regularly scheduled meeting pursuant to the annual meeting notice as published in the July 4, 2013 issue of the Hunterdon County Democrat, a copy of the agenda for this meeting was forwarded to the Township Clerk’s Office, posted on the municipal bulletin board, and faxed to the Hunterdon County Democrat.”*

2013 Attendance

Committeeperson Class / Term Expires	1/22/13	2/26/13	3/26/13	4/23/13	5/28/13	6/25/13	7/17/13	8/21/13	9/18/13	10/30/13	11/20/13	12/18/13
Kat Cannelongo Class B, 12/31/2013	Abs	Abs	Abs	X	Abs	Abs	X	Abs	n/a	n/a	n/a	n/a
Jim Davidson (Alt #1) Class A, 12/31/2013	Abs	X	Abs	X	Abs	X	X	X				
David Harding Class B, 12/31/2013	Abs	X	Abs	X	Abs	Abs	X	X				
Jennifer Floyd (Vice Chair) Class B, 12/31/2014	X	X	X	X	Abs	Abs	X	Abs				
Pamela McGovern (Alt #2) Class C, 12/31/2014	X	X	X	X	X	X	X	X				
Paul Sterchele Class C, 12/31/2014	Abs	X	Abs	X	X	X	X	Abs				
Margaret Sullivan Class C, 12/31/2014	Abs	X	Abs	X	Abs	Abs	Abs	Abs				
Pauline Serafin Class C, 12/31/2015	X	Abs	Abs	Abs	X	X	X	X				
Mary Van Horn Class C, 12/31/2015	X	Abs	Abs	X	Abs	X	X	X				
Frances Gavigan Class B, 12/31/2016	X	Abs	X	X	X	Abs	X	X				
Barbara Sageser (Chair) Class A, 12/31/16	X	X	X	Abs	X	X	X	X				

Approval of July 17, 2013, Meeting Minutes

After minor changes to “Old Business #7: Mapping Projects”, and including Ms. McGovern as “present”, Ms. Gavigan made a motion, seconded by Ms. Serafin to approve the July 17, 2013, meeting minutes as amended. The motion was unanimously approved by voice vote with no abstentions.

Open to the Public

Chairwoman Sageser opened the meeting to the public. Ron O’Reilly of Losey Road asked Chairwoman Sageser if he could provide the Committee with a follow up on last month’s discussion about the Sylvia Dubois / Dr. Cornelius Larison theatrical dialog. Chairwoman Sageser welcomed Mr. O’Reilly and he proceeded to distribute the Committee a list of tasks and processes for the “Larison/Dubois Production”. Mr. O’Reilly said that finding and securing grants is very important.

Mr. O’Reilly’s chart listed the tasks for performances and community relations, with suggested assignments to either himself or the Committee. Mr. O’Reilly and the Committee discussed each of the tasks. Mr. O’Reilly would be responsible for: securing performance rights, researching and preparing scripts, recruiting / choosing a director and actors, selecting a set manager, stage manager, and manager for Front of House.

The Committee would be responsible for: securing grants, choosing and entering into contract with a venue, confirm insurance and liability coverage, reviewing scripts, be the “publicity task force”, manage the invitation lists, help design and produce the program, and provide an emcee. The Committee and Mr. O’ Reilly would work together with determining the production budget, and liaison with the

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schools. The Committee decided to discuss the matter later in the meeting since there was another member of the public wishing to speak.

David Deutsch introduced himself and told the Committee that he is shooting a pilot television show called Hidden History America. One episode will spotlight General George Washington's Christmas Day crossing of the Delaware River. Mr. Deutsch has filmed a few episodes in the central New Jersey and eastern Pennsylvania. Mr. Deutsch provided the Committee with some insight on how he is funding the pilot project and the contacts that are needed. Ms. Serafin told the Committee how she met Mr. Deutsch. The Committee expressed the desire to have the Delaware River Crossing episode ready for the 350th Anniversary of Hunterdon County. The Committee agreed to inquire as to whether a video link to www.hiddenhistoryamerica.com website could be added to the township's website.

On a motion made by Ms. Van Horn and seconded by Mr. Harding, the Committee unanimously approved to close the public portion of the meeting.

Old Business

1. Report: Clawson House. Chairwoman Sageser informed the Committee that Mr. Bauman has prepared a letter to the SHPO for the submission of revised floor plans, elevation plans, and specifications. It is hopeful that the revised submission will be approved by the SHPO and the project can move forward. The contract work for roofing, the basement, and structural work will be scheduled soon. As part of the 2013 Open Space Trust hearing of July 11, 2013, the Township Committee allocated to the Clawson House \$8,500.00 for rehabilitation costs.
2. Report: Design Awards. Chairwoman Sageser reported on behalf of Paul Sterchele; he is scheduled to meet with a candidate on August 24. Several other Committee members informed Chairwoman Sageser that they have arranged meetings with candidates as well. Chairwoman Sageser was reminded that Vice Chairwoman Floyd (who was absent from the meeting), was going to look into procuring awards at a less expensive cost than last time.
3. Report: Cavalier / Dippolito Farmstead. Chairwoman Sageser told the Committee that Ms. Cannelongo began working on this project in 2010- the Committee does not have copies of any drawings. With the support of the Committee, Chairwoman Sageser asked Secretary Bauman to inform Ms. Cannelongo that the Committee needs copies of the drawings and a record of interactions with the SADC and Mr. Dippolito.
4. Mini-Grant Workshop. Chairwoman Sageser informed the Committee that herself and Vice Chairwoman Floyd recently attended a SAGE workshop; SAGE stands for "System for Administering Grants Electronically"- it the only permitted way to submit a grant application to a state agency. While the workshop was informative, it became clear that one really needs to be familiar with the system prior to applying for grants. The deadline for the most recent grant round to the New Jersey Historic Commission (NJHC) was "declaration of intent" due August 15 with an actual grant submission required by September / October. Since the August 12 deadline already passed, Chairwoman Sageser told the Committee that she would contact the NJHC to see if they would still consider submissions.

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Ms. Gavigan said there are proposed changes to the system criteria which will make the SAGE process harder next year- there are a lot of different grant sources at the state level, but they all use SAGE- it is possible to data mine however. When Chairwoman Sageser asked for volunteers to learn SAGE, Mr. Harding said he cannot take the lead at this point in time but will try to lend a hand. It was noted that Vice Chairwoman Floyd has SAGE experience, perhaps she could assist.

Correspondence

1. Chairwoman Sageser said the New Jersey Chapter of the American Planning Association (NJAPA) is asking for nominations for great public places in New Jersey. Secretary Bauman cited the definition of public space directly from the NJAPA website. While the deadline for 2013 just passed, Committee members discussed nominating Clawson Park as a candidate for future competitions. Ms. Gavigan suggested the Black Western Railroad but acknowledged that it is not a public place. Ms. Gavigan suggested in order to prevent missing deadlines for grants and competitions, a calendar be created listing all of the events and major deadlines.

Old Business

5. Historic Landmark Inventory. Chairwoman Sageser stressed the importance of having the township's historic inventory up to date and accurate. The County is in the process of updating their 1975 county-wide inventory. The township inventory is from 2007, Ms. Gavigan said it is difficult to review the present county inventory- there are multiple saves of the information, and many files are indexed and arranged differently. The Committee discussed the possibility of inspecting 5 properties each month in order to keep the township list up to date and accurate.

Mr. Davidson left the meeting at 8:40 pm.

Ms. McGovern volunteered to take up to five properties; Ms. Van Horn agreed to assist Ms. McGovern. Mr. Harding made a motion that the Committee begin to undertake the task of updating the township's inventory of historic resources; Ms. Van Horn seconded the motion and it was unanimously approved by voice vote.

New Business

1. Request for Review by Zoning Board of Adjustment. 1019 Route 202; Block 15.01, Lot 2; Highway Office Zone- the Hess gasoline station and convenience store. The property owner is seeing a use variance for the expansion of the convenience store from 1,700 SF to 2,480 SF. The public hearing date is set for October 8, 2013. After a brief discussion, the Committee requested Secretary Bauman to inform the Zoning Board of Adjustment that the Committee reviewed the site plan on August 21, 2013, and has no review comments since the property is not in a historic district and the building itself is not historic.

Old Business

6. Office / Computer Filing and Organization: Chairwoman Sageser reported that Peg Sullivan recently retired wants to organize and store the historic records in the basement office. Ms. Van Horn has expressed an interest in assisting Ms. Sullivan. The Committee felt it would be important for Secretary Bauman to be part of the organization effort as well.

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7. Mapping Projects: Mr. Harding told the Committee that he is working on the walking tour map of Ringoes and using the Califon map as a guide. He would like to include the Quick collection of photographs in the map.
8. Children's Programs: Since Mr. Davidson left the meeting, this item is carried to the September meeting.
9. Larison/Dubois Production: This is continued discussion from the public portion of the meeting earlier in the evening. The Committee discussed in detail how to handle tasks and processes involved with the production. Since the initial assignments of responsibilities has already been determined, the Committee discussed the preference for a February 2014 date for the performances; Chairwoman Sageser will work with the tercentennial group at the county to solidify a date-preferably in February. Ms. Van Horn agreed to work with Mr. O'Reilly- she has done theater before. Chairwoman Sageser said she can help with set design. Ms. McGovern and Ms. Van Horn agreed to serve on a subcommittee that will help facilitate, advertise, and connect with the county to publicize the production.

Approval of Bills

Motion made by Ms. Gavigan, seconded by Ms. Van Horn to approved unanimously by voice vote to approve payment for the following invoices:

DATE	VENDOR	INVOICE #	AMOUNT	DESCRIPTION
7/16/2013	Pickell Architecture, LLC	4984	\$400.00	Clawson House drawings
7/16/2013	Pickell Architecture, LLC	4985	\$15.07	Clawson House reproduction costs- 5/29/2013

Adjournment

A motion by Ms. Serafin, seconded by Ms. Van Horn to adjourn was unanimously approved by voice vote. The meeting adjourned at 9:30 PM. The next meeting is scheduled for September 18, 2013, at 7:30 PM in the East Amwell Municipal Building.

Respectfully Submitted,

Scott Bauman

Scott Bauman, Recording Secretary
September 7, 2013, Revised September 30, 2013

MOTION TO APPROVE: Ms. Gavigan
MOTION SECONDED BY: Ms. Serafin
APPROVED BY THE COMMITTEE: September 18, 2013