

MEETING MINUTES
EAST AMWELL HISTORIC PRESERVATION & HERITAGE ADVISORY COMMITTEE
November 20, 2013; 7:30 PM; 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 7:30 PM by Chairwoman Barbara Sageser. The following 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
Jim Davidson Class A, 12/31/2013		X		X		X	X	X			X	
David Harding Class B, 12/31/2013		X		X			X	X	X	X		
Jennifer Floyd (Vice Chair) Class B, 12/31/2014	X	X	X	X			X		X	X		
Will Harrison Class B, 12/31/2014 (aptd. 11/13)	n/a	X										
Pamela McGovern (Alt #1) Class C, 12/31/2014	X	X	X	X	X	X	X	X	X	X		
Paul Sterchele Class C, 12/31/2014		X		X	X	X	X		X	X	X	
Peg Sullivan Class C, 12/31/2014		X		X					X	X	X	
Pauline Serafin Class C, 12/31/2015	X				X	X	X	X	X		X	
Mary Van Horn Class C, 12/31/2015	X			X		X	X	X				
Frances Gavigan Class B, 12/31/2016	X		X	X	X		X	X	X		X	
Barbara Sageser (Chair) Class A, 12/31/16	X	X	X		X	X	X	X	X	X	X	
Kat Cannelongo Class B, 12/31/2013 (res. 9/13)				X			X		n/a	n/a	n/a	n/a

Others present on 11/20/13: Recording Secretary Scott Bauman

Approval of October 30, Meeting Minutes: Carried to the December 18, 2013, meeting.

Open to the Public: No members of the public present

Old Business

1. Clawson House Rehabilitation

Chairwoman Sageser reported that she met with Jim Davidson, Paul Sterchele, and Will Harrison at the Clawson House to inspect the recently completed structural, basement, and roof repairs. The roofer has deemed the roof waterproof, there are jack posts in place in the basement. Chairwoman Sageser suggests a volunteer clean out of the basement in the Spring.

Ms. Serafin arrived at the meeting at 7:35 PM.

Chairwoman Sageser said the basement foundation work is next and recommends authorizing the project architect Chris Pickell to prepare drawings and bid documents to include concrete slab and foundation work as well as basement electrical for an amount not to exceed \$2,000.00. 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. Chairwoman Sageser suggested applying to the New Jersey Green Acres program to seek reimbursement for the costs.

Mr. Sterchele made a motion to authorize Clawson House project architect Chris Pickell to prepare the work involved with the basement foundation work as described by Chairwoman Sageser that will enable the Township to utilize the Phase 2 grant. Ms. Gavigan seconded the motion and it was unanimously approved.

Ms. Sullivan arrived at the meeting at 7:37 PM.

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Mr. Davidson asked what the next construction phase. Chairwoman Sageser said we have a letter from the State Historic Preservation Office approving the basement work; the bid package will enable us to fully utilize the first grant; we can now begin work on the second grant application.

Chairwoman Sageser suggested that Committee members periodically check on the house; Mr. Harrison volunteered. Ms. Gavigan suggested installing solar powered motion detectors; after discussion, Ms. Gavigan made a motion, seconded by Ms. Serafin to look into the installation of solar powered motion detectors; all in favor, none opposed.

2. Design Awards

Mr. Davidson distributed pictures of a potential candidate's property. The Committee agreed to hold the Design Awards presentation on December 14 and to go ahead with two candidates that the Committee felt deserved the award. Ms. Gavigan volunteered to get information to the VIP. Ms. Sullivan and Ms. Gavigan agreed to assist with obtaining a cake depicting an illustration of the design award, as well as coffee, tea, and cider with a \$100.00 budget. Chairwoman Sageser volunteered to send a letter to the award candidates, and to ensure that invitations go out to invitees. Ms. Gavigan recommended inviting the County Tercentennial Committee. Chairwoman Sageser requested a motion; Ms. Gavigan made a motion to award the Chamberlain House and the Jackson Lears (Sutphin) House each a design award for 2013. Mr. Davidson seconded the motion and it was unanimously approved by voice vote.

3. Cavalier / Dippolito Farmstead

No report. In October Chairwoman Sageser told the Committee that she called Mr. Dippolito and had not received a reply; Ms. McGovern then suggested writing a letter.

4. Historic Property Inventory- Review & Progress

Chairwoman Sageser sent Ms. McGovern a list of the township's documents addressing historic properties. Ms. Gavigan cited the problem of having multiple sources of information, and many photographs not being labeled. Ms. Gavigan shared with the Committee a spreadsheet she created that cross references county and township information on historic properties; Ms. Gavigan noted that the Block and Lot references do not match. Chairwoman Sageser stressed the importance for the Planning Board to have this information included in the zoning ordinance so they can know if work is being done to a property in an up-to-date historic property inventory. After further discussion, it was agreed to continue using the 2005 local inventory as a basis for the update. Ms. McGovern agreed to begin photographing houses on the inventory; Ms. Gavigan volunteered to send Chairwoman Sageser and Ms. McGovern a copy of the 97 page county inventory so both can follow and cross-reference the county inventory as well.

Mr. Harrison said since he was a new member, he would like to be brought up to speed on this matter. Ms. Gavigan told Mr. Harrison that the Committee wishes to have an updated inventory of the township's historic resources. An updated inventory will address inaccuracies, plug in gaps, and provide the modern pictures of the structures on the properties. Mr. Davidson added that in 1976 the county prepared a historic inventory with descriptions and pictures of each property; the county is updating that inventory for the 300th anniversary in 2014. Chairwoman Sageser added that she recalls when the county performed their stone structures survey, the process revealed that much has been missed; we would like to know about demolitions and major renovations to historic properties in the township. The township planner prepared a list but it was not adequate- of the 173 houses listed, folks knew of at least 24 more that could have been added. Chairwoman Sageser stressed the importance of trying to protect historic structures with rural historic district; the township is getting a lot of interest in historic properties, and the public revival of the historic property inventory will serve the township well. Chairwoman Sageser added that it is in the Committee's by-laws to keep the historic property inventory up to date.

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5. Larison/Dubois Production

Ron O'Reilly was not present to provide the Committee with an update but Mr. Davidson reported that he and Mr. O'Reilly visited the Hunterdon Central High School auditorium and determined that with a 350 seat capacity, it would be suitable for the production. Mr. O'Reilly familiarized himself with the lights, sound, and dimensions of the theater. February 23, 2014, is still the best date to hold the production. They are still seeking funding to underwrite the cost for the actress; the Historical Society is considering underwriting the cost. The total budget will be about \$750 which includes \$400 for the actress.

6. Children's Programs

Last month Ms. McGovern, Ms. Sullivan, and Ms. Serafin met as a subcommittee to discuss how to interest middle school students in local history, such as hosting essay or poster contests. The subcommittee has not met again and they are still developing the "C.W. Larison Student Challenge" in which East Amwell students grades 4-6, and separately grades 7-8 will be asked to contribute essays and drawings about Cornelius Larison.

7. Office / Computer Filing and Organization

Ms. Sullivan reported that she needs more time to go through the files in the basement office.

8. Mapping

Chairwoman Sageser reported that Mr. Harding is not present to report but she understands that he is continuing his work on the project.

New Business

1. 2014 Budget Preparations

Chairwoman Sageser told the Committee that their budget was cut by \$350 in 2013. The Committee discussed the expenses in 2013 and the expenses that would be involved with participating in Greenfest, the design awards, and other programs in 2014. The salary and wage line item is already set, the budget recommendations that the Committee can make involve the operating expenses only. After further discussion, Mr. Davidson made a motion to recommend to the Township Committee that the 2014 operating expenses portion of the Committee's budget be the same as the approved 2013 budget- \$1,300.00. The motion was seconded by Ms. Sullivan and it was unanimously approved by voice vote

Adjournment

A motion by Ms. Gavigan, seconded by Mr. Harrison to adjourn was unanimously approved by voice vote. The meeting adjourned at 8:40 PM. The next meeting is scheduled for December 18, 2013, at 7:30 PM in the East Amwell Municipal Building.

Respectfully Submitted,

/s/ Scott Bauman

Scott Bauman, Recording Secretary
December 12, 2013

MOTION TO APPROVE: Will Harrison

MOTION SECONDED BY: Pauline Serafin

APPROVED BY THE COMMITTEE: December 18, 2013

ABSTAINED FROM VOTING: Jennifer Floyd, David Harding, Mary Van Horn