

**JANUARY 15, 2014, MEETING MINUTES
EAST AMWELL HISTORIC PRESERVATION COMMITTEE
EAST AMWELL MUNICIPAL BUILDING, 1070 ROUTE 202, RINGOES, NJ**

CALL TO ORDER & OPEN PUBLIC MEETING NOTICE

The meeting of the East Amwell Historic Preservation Committee was called to order at 7:50 PM by Recording Secretary Scott Bauman. Mr. Bauman read aloud the following: In compliance with the Open Public Meetings Act, it was noted that this is a Reorganization Meeting of the East Amwell Historic Preservation Committee pursuant to the meeting notice published in the December 19, 2013, issue of the Hunterdon County Democrat. Notice of this meeting was filed in the Township Clerk's Office, sent to the Hunterdon County Democrat, and the agenda was posted on the municipal bulletin board.

2014 ATTENDANCE

Committee Member (term expires)	1/15/14	2/19/14	3/19/14	4/16/14	5/21/14	6/18/14	7/16/14	8/20/14	9/17/14	10/15/14	11/19/14	12/17/14
Jim Davidson, alt. #1 (12//31/13)												
Jennifer Floyd (12/31/14)												
Frances Gavigan (12/31/16)	X											
Will Harrison (12/31/14)	X											
Barbara Sageser (12/31/16)	X											
Pauline Serafin (12/31/15)	X											
Paul Sterchele (12/31/14)												
Peg Sullivan (12/31/14)	X											
Mary Van Horn (12/31/15)												
vacant (12/31/14)												
vacant Alt #1 (12/31/14)												

Others present on 1/15/14: Recording Secretary Scott Bauman. Ms. Gavigan was present via conference telephone call.

REORGANIZATION MEETING FOR 2014

Ms. Gavigan made a motion, seconded by Ms. Sullivan, and unanimously approved by all to nominate Ms. Sageser for Chair for 2014.

Ms. Serafin made a motion, seconded by Mr. Harrison, and unanimously approved by all to nominate Ms. Gavigan for Vice Chair for 2014.

Vice Chairwoman Gavigan made a motion, seconded by Ms. Serafin, and unanimously approved by all to appoint Scott Bauman for Recording Secretary for 2014.

The Committee unanimously approved by voice vote to adopt a 2014 meeting schedule as the third Wednesday of the month at 7:30 PM in the Municipal Building, 1070 Route 202/31, Ringoes.

Mr. Harrison made a motion, seconded by Vice Chairwoman Gavigan, and unanimously approved by all to name the Hunterdon Democrat as the official publication of legal notices for 2014.

OPEN TO THE PUBLIC: No members of the public were present.

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PRESENTATION OF DECEMBER 18, 2013, MEETING MINUTES

Mr. Harrison made a motion, seconded by Ms. Serafin, and unanimously approved by all to accept the December 18, 2013, meeting minutes as submitted. Ms. Sullivan abstained from voting.

UNFINISHED BUSINESS

Dr. Larison / Sylvia DuBois Dialogue: Saturday, February 23. Chairwoman Sageser reported that Mr. Davidson reported that he is meeting with the County Cultural & Heritage Commission soon seeking a possible grant. If a grant is approved, the Historical Society may underwrite any costs and would then become the grant recipient. There will be no cost incurred for the use of the facility or janitorial services at the Hunterdon Central High School auditorium.

Clawson House Rehabilitation. Chairwoman Sageser reported that she, Mr. Harrison, and Mr. Harding met with project architect Chris Pickell to discuss bid drawings and specifications. The township will be handling the bidding process. The Committee discussed the work done to the basement, and moving ahead to implement the second grant. There was discussion over exterior wood siding, hardiplank cement fiberboard exterior siding, and removing and repairing wood windows.

Historic Resource Inventory. No report.

Greenfest: Saturday, April 5. The Committee discussed displaying a tri-fold showing historic downtown Ringoes and provide walking tour maps. A subcommittee will be formed next month to work on it.

Cavalier / Dippolito Farmstead. Chairwoman Sageser reported that she has made several attempts to reach the owner but without success. Vice Chairwoman Gavigan said that she is certain a building permit was pulled to build the house; once the Certificate of Occupancy is issued for the new house, which starts the two-year countdown clock to tearing down the old house. The Committee discussed ways to keep and utilize the old house such as removing the plumbing and septic systems.

Children's Programs: Ms. Sullivan reported that the Dr. Cornelius Larison Art and Essay Student Challenge is progressing; she distributed a draft version of an article for the VIP. The Committee discussed and made changes to the draft article. Children in grades 4 to 6 will be asked to draw a building or location associated with Dr. Larison, and accompany the drawing with a fifty word caption. Children in grades 7 and 8 will be asked to write a five hundred word essay about Dr. Larison's impact on East Amwell and his legacy. The Committee agreed that there be two \$50 gift cards be awarded as prizes.

Mapping Project. Chairwoman Sageser gave a report about the Marilyn Cummings' January 3 presentation "Mapping Hunterdon's Historic Treasures: Digital Historic Mapping".

Office Organization. Chairwoman Sageser said she is going to arrange for a time to view the Committee's records in the municipal building basement. The Committee discussed the urgency on retrieving computer discs of the Quick Collection- these discs are accompanied with a township computer that is used by various elected and appointed officials.

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NEW BUSINESS

Quick Collection. The Committee agreed to work on this inventory project in 2014. Many cardboard boxes that contain the historic records need to be replaced with acid free boxes. The Committee thought they would benefit from a workshop on how to handle archival documents.

Setting Goals for 2014. Chairwoman Sageser cited excerpts from §88-6.E of the municipal ordinance-the responsibilities of the Historic Preservation Committee. The Committee discussed working on updating the historic element of the township master plan. Mr. Harrison asked if the Committee had goals set for 2013, and if so those should be reviewed when setting the 2014 goals; the Committee agreed and Mr. Bauman will provide the Committee with the 2013 goals prior to next month's meeting.

CORRESPONDENCE: No correspondence.

OPEN TO THE PUBLIC: No members of the public were present.

ADJOURNMENT

Vice Chairwoman Gavigan made a motion, seconded by Mr. Harrison, and unanimously approved by all to adjourn the meeting at 8:55 PM.

Respectfully Submitted,

/s/ Scott Bauman

Scott Bauman, Recording Secretary
January 17, 2014

MOTION TO APPROVE: Mr. Harrison

MOTION SECONDED BY: Chairwoman Sageser

APPROVED BY THE COMMITTEE: 2/19/2014

ABSTAINED FROM VOTING: Ms. Floyd, Mr. Sterchele, and Ms. Van Horn