

**JANUARY 20, 2016 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 approximately 7:30 PM by Barbara Sageser. Secretary Sharon Brighthaupt read aloud the following: “In compliance with the Open Public Meetings Act, this is a regular meeting of the East Amwell Historic Preservation Committee pursuant to the meeting notice published in the December 17, 2015 issue of the Hunterdon Democrat. Notice of this meeting was filed in the Township Clerk’s Office, sent to the Hunterdon Democrat, and the agenda was posted on the municipal bulletin board.

ROLL CALL 1/20/16

Committee Member (term expires)	1/20/16	2/3/16	3/2/16	4/6/16	5/4/16	6/1/16	7/6/16	8/3/16	9/7/16	10/5/16	11/2/16	12/7/16
Jim Davidson (12//31/17)	X											
Frances Gavigan (12/31/16)	X											
Will Harrison (12/31/17)	X											
Suzanne Koeniger (12/31/18)	X											
Barbara Sageser (12/31/16)	X											
Pauline Serafin (12/31/19)	X											
Paul Sterchele (12/31/18)	X											
Peg Sullivan (12/31/18)	X											
Mary Van Horn (12/31/19)												
Susan Berger (12/31/16) (Alt 1)	X											
John Allen	X											
Charles Van Horn (TC Liaison)												

Others present: Committee Secretary Sharon Brighthaupt,

PUBLIC COMMENT ON NON AGENDA ITEMS

As this is the 2016 reorganization meeting of the Historical Preservation Committee Barbara Sageser noted the secretary should lead the meeting until the reorganization takes place. Noting there were no members of the public present. The secretary moved on to the presentation of the minutes. asked for and Frances Gavigan made a motion to open and close to the public. Will Harrison seconded the motion. All in favor.

PRESENTATION OF December 16, 2015 MEETING MINUTES

The secretary asked if everyone had read the minutes and if there were comments or changes to be made. None being heard, the secretary asked for a motion to approve the minutes. Frances Gavigan made a motion to approve the minutes as submitted. Pauline Serafin seconded. All in favor.

COMMITTEE REORGANIZATION

Frances Gavigan nominated Barbara Sageser as the Committee Chairperson, seconded by Pauline Serafin. Will Harrison made a motion that nominations be closed and asked the secretary to take a cast of ballots of the committee. Jim Davidson, answered yes. Frances Gavigan, answered yes, Will Harrison, answered yes. Suzanne Koeniger, answered yes. Barbara Sageser, abstained from voting. Pauline Serafin, answered yes. Paul Sterchele, answered yes. Peg Sullivan, answered yes. Susan Berger, answered yes. John Allen, answered yes. We have a unanimous vote from all those present for Barbara Sageser to serve as Committee Chair. Barbara Sageser nominated Pauline Serafin to serve as Vice Chair seconded by Frances Gavigan. All in favor. Pauline will serve as Vice Chair.

WELCOME NEW MEMBER

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Barbara Sageser welcomed John Allen to the Committee and introduced him to the other members. She thanked him for wanting to serve on the committee.

MEETING TIME DISCUSSION

Barbara Sageser noted a discussion to change the day of the regular meeting of the Historical Preservation Committee meeting began last month. To continue this discussion it was proposed the meeting day be moved to the 1st Wednesday of each month. Frances Gavigan made a motion we shift the regular meeting day to the 1st Wednesday of each month. Peg Sullivan seconded. All in favor.

Also, we discussed a standard work schedule for the Quick Collection. Quorum for this body has been set at 3 members by the rules and regulations of Zoning, Chapter 86. Depending on interpretation it could be in violation of Sunshine laws if three members attend a work session. In order to alleviate this possibility we would like to set a regularly scheduled date so notice can be published. We would like that day of the month to be the 2nd Tuesday at approximately 10:30AM at the Municipal Building. It will be a public meeting and if anyone from the public attends they will be welcomed and may be asked to take part in the Quick Collection work.

EAST AMWELL HISTORICAL SOCIETY UPDATE

Jim Davidson provided the following update: The Historical Society has been meeting as sub-committees to work on major fund raising. The Society has committed to raise \$25,000 this year for the Clawson House. We are establishing a Website and we have chosen a person to build the Website and we expect it to be ready in about six weeks. There will be a link to the Clawson House and to a Go Fund Me account. We expect to solicit select people in the township for donations. For those who may have missed the first open house, the next is scheduled for April 16-17, 2016. Some have expressed interest in seeing the progress in the basement.

The Grant Sub-Committee is applying for two grants and completing the applications and searching for others. Barbara is completing an application for a grant for \$75,000 from the County. We would like to obtain \$150,000 to complete the work for 2016.

QUICK COLLECTION WORK

Suzanne Koeniger has explored the new camera and tested and is very pleased with the results. She charged all the batteries, inventoried the accessories and placed it all in a storage box. Suzanne will take custody of the camera and equipment for the committee.

HISTORICAL INVENTORY REVIEW UPDATE

Barbara brought the inventory documents with her tonight. The site survey, the map, and the lists that were started. Frances and Barbara were cross referencing what they have with the County records, using the same methodology described in the historic sites book. The request for help is dated 2007 and we would like to move this project forward.

In order for people to know who would be visiting the historic sites a postcard has been prepared for mailing. Very little negative response was encountered and Barbara Sageser wrote up a proposed text for the follow-up work notice. Labels have already been prepared for the property owners. The inventory needs to be compared to the list to see what still remains. They are Excel spreadsheets, so should be easy to sort. After this takes place the list should be sorted geographically and worked through in an orderly fashion to minimize travel for the workers taking the photos.

It was agreed the text prepared by Barbara Sageser for the postcard would be acceptable and she will add her contact information to the card and have it prepared.

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Anyone who wants to be involved should get an ID from Terri Stahl. Workers are needed during the daylight hours and especially before the leaves are on the trees. Two people working together works best, one driver and one photographer. Jim Davidson has an email with a spreadsheet with the additional columns of updated information. He will try to find the document and send it to Barbara Sageser. The camera will number the photos and that number should be written down next to the description of the lot and block or whatever other information is available for the property. First a photo of the white board with the lot and block number should be photographed and then the property photo will get it organized into folders saved on the hard drive. Digital maps are available on the County Website showing the lot and block numbers.

You can download GoogleEarth and you will be able to access layers of historical data about the township at HistoryMapping.org.

BUDGET UPDATE

September 30, 2015 update shows the recent expenditures. The remaining funds were to go to the calendar fund.

NEW BUSINESS

Spring Newsletter is being prepared and the description Barbara Sageser prepared should be included along with the information about the Clawson House open house in April 16-17.

Frances Gavigan noted the draft 2015-2016 Preservation Plan has been uploaded to the County Website. She suggested there are some grant descriptions there that may be helpful to the committee.

CORRESPONDENCE

- History News
- History Magazine

ANNOUNCEMENTS

Frances Gavigan said the County Historical society has a Revolutionary War Presentation in February which may be of interest to the members.

OPEN TO THE PUBLIC

No one from the public being present, Frances Gavigan moved on to a motion to Open to Public, Barbara Sageser seconded. All in favor. Pauline Serafin made a motion to close, Will Harrison seconded. All in favor.

ADJOURNMENT

Frances Gavigan made a motion to adjourn the meeting, seconded by Jim Davidson. All in favor. Chairwoman Sageser declared the meeting adjourned at approximately 8:30PM.

The next Historic Preservation Committee meeting is scheduled for February 3 at 7:30PM.

Respectfully Submitted,

/s/Sharon Brighthaupt, Secretary