

**Hunterdon County Cultural & Heritage Commission  
MINUTES**

**Regular Monthly Meeting  
9:30 a.m., Thursday January 26, 2012  
Bldg. # 1, Route 12 County Complex, Raritan Twp., NJ**

**Present:** Stephanie B. Stevens, Frank Curcio, Lora W. Jones, John Kuhl, Christopher Pickell, Beverly N. Drake, James Davidson, George Melick  
**Absent:** Elizabeth M. Rice, Janet M. Hunt  
**Staff Present:** Sue Dziamara, Kevin Richardson

**O.P.M.A.**

At 9:35 a.m. Chairman Stevens declared the meetings open and properly advertised in accordance with the provisions of the Open Public Meetings Act. She then turned the meeting over to Commissioner Kuhl for the Election of Officers.

**ELECTION OF OFFICERS:** Commissioner Kuhl reported from the Nominating Committee, recommendation Stephanie Stevens, Chair and Lora Jones, Vice Chair, Second by Commissioner Curcio. No other nominations from the floor, Commissioner Curcio moved the nominations be closed, Commissioner Davidson second, motion carried. Kuhl moved the nominations, Curcio second, motion carried, congratulations to Stephanie and Lora.

**I. APPROVAL OF November 17, 2011 MINUTES**

Moved by Kuhl to approve, 2<sup>nd</sup> Curcio, Motion Carried.

**DESIGNATION OF NEWSPAPERS:** The Hunterdon County Democrat and the Express Times were designated as the official newspapers to carry all notices of the Commission.

**APPROVAL OF THE 2012 MEETING DATES:** The meeting dates for 2012 were duly noticed for the last Thursday of the month, no meeting in August or December and approved by the Commission.

**II. GRANT REPORTS**

**NJSCA (New Jersey State Council on the Arts)**

**Long Range Plan:** The Chair reported that a successful Long Range Plan kick-off meeting was held December 6 and asked Sue Dziamara to report. Bill Millette welcomed two new members to his family on January 17, Rick will be picking up Bill's farmland responsibilities until he returns. We have requested an extension for our NJSCA Final Report which is due January 31. We will give an update at the February meeting. Kevin asked if there were any

questions or suggestions from the Commission on the Arts Long Range Plan and asked all members to review the materials included with the Agenda and provide any feedback as soon as possible.

### **NJHC (New Jersey Historical Commission)**

Long Range History Plan: The NJHC is also requiring a companion Long Range History Plan; a draft letter was provided for invitation to the arts community, Kevin Richardson would like to plan this meeting for February, here at the Route 12 Building Assembly Room; he plans to invite all municipal historic organizations and those who have used the Commission funds. This must be completed by the end of the fiscal year, June 30, 2012. Kevin asked the Commissioners to assist in putting together an agenda and questions to be posed to the attendees.

Kevin is also in the process of updating our website, with a "Save the Date" field to advertise upcoming events; several events have been added to the site.

2011-12 Mini-Grant Applications (7): Kevin reported the extension of the Mini-Grant application through December 19 brought in another five grant applications for a total of seven (7) grant applications for the Local History Block Grant, for \$200 each distributing \$1,400, a list was provided to the Commission. A Draft Resolution was presented approving the seven requests \$200 each for a total of \$1,400, which will use part of the NJHC grant. Motion by Curcio, Second by Drake, Motion approved.

Kevin and Stephanie have been working to revise the re-grant Mini-Grant application form in an effort to simplify the form asking, What are you doing; Why are you doing it; and How are you going to accomplish it? Kevin and Stephanie will do the same to simplify the NJSCA & NJHC re-grant applications.

Commissioner Curcio asked for an update on the Special Project Grants from the County Trust Account (submitted last year, presently in pre-construction phase, approved, 50% initial payment made, interim reports due every six months). Staff will update in February. New applications are being accepted between January 1 and March 31, forms are available on the Planning website.

## **III. COMMISSION PROJECTS**

### **Arts**

Kids Culture: Commissioner Jones reported that she had 5 programs for the \$5,000, which served 700 kids. Host school **Califon**, invited other neighboring schools, non were able to attend; Host **Holland** Township included Frenchtown and Milford, Host **Alexandria** Township included Kingwood and Bethlehem; Host **Franklin** Township included Alexandria and Union; Host **Lambertville Public School** included Stockton and West Amwell. Lora is in the process of scheduling this year's programs.

2012 Arts Exhibition: Janet Hunt sent a letter to let the Commission know that this is the last year for the Lambertville Exhibit, reception on February 5; she reported she is closing her gallery at the end of this event. There was discussion about a location for next year's Exhibition, the Stangl site will not be ready, and the Commission will have to pursue reserving the Prallsville Mill site for next year. Motion by Jones, second by Drake, motion carried. Commissioner Jones will coordinate dates and secure a contract for next year.

Art Goes to School: The Chair reported that Kareen Nebel sent an email and is looking to step down; she received information on two new volunteers, a meeting is needed for February, staff will assist in reserving the needed space. Portfolios #2 and #3 are being prepared. Kareen will be greatly missed, she has done a great job.

### **History & Preservation**

Site Signs: Commissioner Kuhl reported all signs are shown on the Historical Marker database. We were honored this week for "Liver Eating Johnson" sign. The issue of sign location in West Amwell was discussed; Kuhl will contact John Henchek to investigate the location of the sign.

Second issue is Clay Mason's request for a historic sites sign for a historic district in Readington Township (the Commission previously told Mr. Mason historic district signs are covered by the Municipality), Kuhl suggested a language change for our adopted Sites Sign Policy, remove the word "district" and substitute "area"; Kuhl moved and Curcio second, motion carried to amend the Historic Site Sign Policy. The Commission Chair reviewed Mr. Mason's request with the membership and she agreed to write a letter clarifying the Commission policy.

Sites of Historic Interest: Chair Stevens reported that we (Stephanie, Sue, Kevin & Michelle) had a meeting on January 27 to discuss the project, Michelle gave an update on her progress. Stephanie restated that Michelle's role is to gather information, Patty Leidner, GIS, will format for publication. The Commission has been asked to re-affirm the Freeholder's support for this project as it will take a substantial amount of Patty's time, Sue will send an email to the Mrs. Yard and the Freeholder Board.

Roads of Home: Commissioner Curcio reported he is enjoying his continuing research, and some of the sections are being reviewed for accuracy.

Architecture in Education: Commissioner Pickell reported that the children were painting the houses; the Chair suggested they revisit the program and consider a whole town.

Hunterdon's Civil War Vets: Commissioner Kuhl reported that his work is completed and is waiting on Beth to complete the project. She graduates in March and won't be able to work on this until then. The photographs are not yet coded for the Index. Will probably be done later this year; cost estimates were for 200 copies at 180 pages for \$7 each, probably around \$10 with extra pages, total estimate of \$2,000 (color). Discussion was about using the C&H Trust funds for production; sale of the book would go back to the Trust.

Stephanie Stevens has completed a new book called "Watnog," essays from the Readington Newspaper; we still have to review the draft text, County cost estimate at 350 color books, \$3.42 each, without the cover - it has to be sent outside for production. The commission was advised by Freeholder Melick that he believed they could go online for a quote (typically they must use local services); they were instructed to work with the purchasing department.

300<sup>th</sup> Anniversary of the County: The 501c3 was filed by De Sapio, the Trustees committee was formed, and they will meet 30 minutes before the general meetings. Marcia will make a presentation on February 7, all are encouraged to attend, the next Committee meeting will be on February 8, 7-9PM - the schedule for all remaining meetings will be the second Wednesday of each month from 7-9PM.

As part of the celebration, the Commission was asked to update the 275 Years of Hunterdon, Stephanie completed her portion, Kuhl and Curcio have also completed their parts.

Essay Contest: Letters have been sent out to all 4<sup>th</sup> & 3<sup>rd</sup> grade teachers for participation; another letter in January with form to return will go out. Three schools have answered they will participate, High Bridge has submitted, Tewksbury and Franklin Township will participate, follow-up notices have been sent.

Chairman's Report: The Chair turned the floor over to Freeholder Melick for a report from the Freeholder Board.

Freeholder Liaison: Freeholder Melick reported a \$3 million deficit in the budget, ratable base is down. The Board is reviewing shared service opportunities to save operating costs.

Parks & Rec Liaison Report: Commissioner Curcio reported that the program has ended, a product of the times, and he will have no further reports.

#### IV. **NEW BUSINESS**

The Commission agreed to receive future agenda packets via email with the exception of Commissioner Drake, who will continue to receive her packet via regular mail service.

## V. **OLD BUSINESS**

Late Grants: Jim Davidson reported that the East Amwell project was completed. Kevin will request a copy of the completed project for our files. Lebanon is helping to complete the Historic Sites portion of Lebanon Township.

## VI. **ANNOUNCEMENTS**

Various fliers/brochures, newsletters, invitations, press releases, meeting notices, et al.

## VII. **CORRESPONDENCE**

Various fliers/brochures, newsletters, invitations were available for review by the members.

## VIII. **ADJOURNMENT**

There being no further business before the Commission, Davidson moved Drake 2<sup>nd</sup> to adjourn. Motion carried Meeting adjourned at 11:25a.m.

Respectfully submitted by:

Sue Dziamara