

Hunterdon County Cultural & Heritage Commission
MINUTES
Regular Monthly Meeting
4:30 pm, Wednesday June 26, 2019
Hunterdon County Historic Courthouse, 71 Main St., Flemington, NJ 08822

Present: Gayle Maher, Don Sherblom, Carol Cronheim, Maeve Pambianchi, Haeree Park; Nikki Shepardson, County Architect Frank Bell (guest speaker), Staff: Executive Director Carrie Fellows, Program Development Specialist Christopher Spangler, Clerk Nancy Hanna.

Absent/ Excused: Todd Lambrix

O.P.M.A. At 4:30 pm, Chair Maher declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act.

I. APPROVAL OF April 24, 2019 MINUTES:

- Motion to approve April 24, 2019 minutes; Moved: Cmr. Cronheim, Second: Cmr. Pambianchi, motion approved (the May meeting was cancelled due to severe weather).

II. CHAIR'S REPORT

- Chair Maher welcomed County Architect Frank Bell to address the Commission.
- Architect Bell updated the Commission on the following items:
 - Courthouse Preservation and Upgrades: The grant request for \$750K has been submitted and accepted by the New Jersey Historic Trust. The BOCF has already approved the match (\$750K) for the \$1.5 million Phase One project for critical restoration, repairs, and upgrades. The Commission's grant application is one of 94 the Trust received for review.
 - Hall of Records: Architect Bell is investigating the cause of a basement wall leak.
 - Procedures for Demolishing Historic Structures: Prior to the demolition of any county owned historic structure, there needs to be criteria to determine its importance, documentation (through photographs, drawing & writing), and a review to determine if the site is salvageable.
- Chair Maher asked about holding a historic preservation workshop for constituents.
- Architect Bell obtain a site list of historic structures before his next report to the Commission.
- Chair Maher welcomed Nikki Shepardson to the Commission.

III. EXECUTIVE DIRECTOR'S REPORT

NJ State Council on the Arts:

- First grant payment checks have been issued.
- LAP Regrantee Interim Reports were due on Friday, June 21. All but one have been received.
- The Commission will host a Local Arts Program (LAP) Grant Workshop on Wed. July 17 at 10am and 6:30 pm.
- NJSCA Annual meeting will take place on July 23. Director Fellows will attend the meeting.

ADA Sensitivity Workshop:

- The Workshop will take place on July 24 at 10:00 am.
- All grant award recipients are required to send a representative.

NJ Historical Commission:

- 2019 CHPP Regrantee Interim Reports are due on Friday, June 28.
- The Commission will host a County History Partnership Program (CHPP) Grant Workshop on July 10 at 6:00 pm.

County Special Projects Grant:

- The Review Panel met on May 8.
- Due to the cancellation of the May meeting, scores were sent to Commissioners (except Cmr. Pambianchi – Franklin Theatre Works) via email to review and vote on funding levels. The BOCF will review the recommendations at the July 2 meeting. A resolution supporting funding levels was introduced; Moved: Cmr. Cronheim, Second: Cmr. Shepardson, motion carried (Abstain: Cmr. Pambianchi.).

NJ Historic Trust Grant: No updates beyond Architect Bell's presentation.

Partner Agencies & Community Arts/ History Projects:

- Director Fellows attended the HC Film Commission meetings on 4/30, 6/4, 6/12. She shared a list of potential filming locations for still photography and for a 'sizzle reel' under development.
 - There is a monthly meeting at the Chamber of Commerce on county tourism efforts.
 - Flemington Community Partnership hired new Executive Director, Robin Lapidus. Director Fellows attended the stakeholder meeting on June 17.
 - Community Day took place on June 1 and was a success. Over 90 people visited the Commission's table.
 - Engineer Henry Wiczorek requested comments on an interpretive sign describing Bridge 1050-161 over the Norfolk Southern/ Lehigh Valley Main Line and 579 in Bethlehem.
 - Chair Maher attended a meeting on June 11 at the East Jersey Old Town Village regarding the upcoming "Semi Quin." The NJ Historical Commission is partnering with the Crossroads to organize events. The next meeting is on July 24 at Camden County Historical Society.
 - Director Fellows asked for 3 Commissioners to serve on the Historic Preservation Grant review panel.
- **IV. COMMISSION PROGRAMS & PROJECTS**
 - Marker Committee: Cmr. Sherblom advised we need to find a way to connect with the public. He has been in contact with Marc Saluk (Economic Development) regarding a potential project to develop a web site similar to the "Historical Marker Data Base." There is also a need to remove signs that do not meet the Commission's criteria and revise others. Before taking any action, the Commission needs to meet with municipalities to discuss further. The Marker subcommittee will reschedule a breakfast meeting originally planned for September 2019; Chair Maher requested that Pete Kinsella be advised as he brought concerns/suggestions to the Commission at a prior meeting.
 - History Essay Contest: Program Development Specialist Spangler held a meeting with commissioners who reviewed the contest draft and made suggestions. They will meet with local teachers July 22.
 - Strategic Plan: Chair Maher gave an overview of the Commission's Strategic Plan. It is understood that this is a "living document" and subject to further review. Cmr. Pambianchi moved the plan be approved; Second: Cmr. Sherblom, motion carried (correction was made on S4).
 - Publications Committee: Cmr. Cronheim moved the Commission accept the Publications Policy as drafted. Second Cmr. Sherblom, motion carried.

V. FREEHOLDER UPDATES/ COMMENTS – NA

VI. OLD BUSINESS –

Storage of documents: No updates.

Guest speaker: Cmr. Cronheim reached out to Susan Wallner regarding a speaking engagement in Feb 2020. Commissioner Cronheim will put Ms. Wallner in contact with Commission staff to plan the program.

Creative Assets Inventory: The next meeting will take place on July 22 in Frenchtown.

VII. NEW BUSINESS – N/A

VIII. ANNOUNCEMENTS / CORRESPONDENCE N/A

- Section 106 Review: SHPO sent an update about documentation received on historic buildings in the Union Hotel Redevelopment.
- Cmr. Cronheim attended a NJ Women Vote meeting; Professor Ann Gordon discussed female voters in NJ from 1776 to 1807 as well as the effort to restore their voting rights via the 19th Amendment.
- Roxey Ballet will host an upcoming Commission meeting in October (Lambertville).

IX. ADJOURNMENT

There being no further business before the Commission, Cmr. Cronheim moved the meeting be adjourned. Second: Cmr. Park, all in favor.

Respectfully Submitted,
Nancy Hanna

Next meeting July 31, 2019, 4:30pm