

**Historical Preservation Advisory Committee  
Meeting Minutes  
November 14, 2017**

Meeting Called to Order (Time 7:35pm)

Reading of Open Public Meeting Act.

**Members present:** Tom Kline, Dave Wilding, Caryl Keyser, Bob Roy, Laura Olstein,  
New Council Liaison Vince Russo

**Absent:** Mary DiBrigida, Jill Iannino

**Friends:** All absent (they had their own meeting at the same time)

**Approval of Minutes:** Motion to approve October 2017 minutes made by Caryl Keyser and seconded by Bob Roy, all in favor, none opposed.

**Discussion from the Chairman on various topics:**

- 1) Changing ordinance: Explained to new council liaison history of changed ordinance and gave him draft of new proposed ordinance.
- 2) Facebook page and website: The museum has a page on the borough website. Mayor should be aware that the Historic Committee is looking to have their own Facebook page. Docent Mike Zaccagnino, a borough employee, will maintain for the committee.
- 3) Software Program 'Past Perfect' Status: Motion made by Bob Roy and seconded by Caryl Keyser, all in favor, none opposed, to ask Friends to buy. The other companies that the Friends had suggested do not cater to museums; therefore, this is the program that the Historical Committee feels is best for their use.
- 4) Status of printer purchase: Done.
- 5) Charlotte Wheeler Girl Scout project-She is still working on her proposal.

**Old Business:**

**Friends Report:** Cori absent; no news.

**Building and Grounds Report:** Caryl Keyser-1) Spoke to John Whitehead who suggested tying ribbons around the trees that need to be taken down. 2) Boxwoods are old and overgrown. 3) Holly looks better. 4) Everything is out of the garage and it's been swept. 5) Upstairs toilet needs new flapper (DPW). 6) Garage door opener works but has to be mounted-it's a wireless keypad. 7) Security is questionable; should have floodlights installed. Will discuss at January meeting.

**Grant Reports:**

Morris County Historic Preservation Trust-Nothing new to report.

Morris County Heritage Commission-Nothing new to report.

**Pathways:** Laura Olstein-Date for next year's tour is September 22-23; involves 30 towns.

**Publicity Reports:** Bob Roy-Nothing new to report.

**Research & Collections:** Tom Kline-Nothing new to report.

**Scout Projects:** Laura Olstein-Will be cleaning up Van Ness Cemetery this Sunday which is at Brookvalley & Jardine; there is a 6' wide pedestrian easement which crosses through people's yards in order to get there. No one has been there to clean it up for probably 6 years; can't even tell it's a cemetery. Might have a copy of the subdivision map where the easement is for the cemetery. Ask Michael to see if he can find it. Tom asked if before and after pictures can be taken for the L'Ecole file.

**Special Programs:** Mary DiBridiga-Absent, nothing from her to report but she is working on the museum tour script.

**Staff report:** Caryl Keyser-Nothing to report.

**New Business:** Tom Kline-1) Re: meeting dates for next year; gave dates to Karen Luele; same as this year. 2) Budget: Some items show significant increase. a) A subterranean sprinkler was put in and it runs once a day unless it's raining. Line item needs to be increased from \$500 to \$2100; as water bill was \$1600 this year and will probably increase to approx. \$2000/year, b) Termite control and care of the sprinkler system are maintenance cost per John Whitehead and line item needs to be increased to \$500, c) Grounds care-lawn to be treated chemically for weeds and need to put down termite-free mulch; therefore, increase line item \$500 per John Whitehead (DPW needs special chemical permit license to spread mulch which is why they don't spread it themselves), d) Capital improvement-need to repave driveway; waiting for John Whitehead's estimate. Tom suggested that Caryl ask John to get an estimate by 12/15. Last time was \$6-7000. Good place to start would be Haskell Paving which has re-paved all the roads in Smoke Rise. Motion to pass budget made by Caryl Keyser and seconded by Dave Wilding. 3) Brought council liaison Vince Russo up to date regarding latest grant-the grant was for \$230,000 to redo the outside of the museum; had 80/20 match from Open Space Fund; supposed to be completed in July; there was a punch list meeting but 5 weeks later items are still not completed; Tom called Margaret Hickey; no one happy. 4) Contractor adjusted floodlights in back.

**Next Meeting: Tuesday, January 9, 2018 – 7:30 pm**

**Adjournment:** Time 8:40pm. Motion made to adjourn by Laura Olstein and seconded by Caryl Keyser. All in favor, none opposed.

*At the January 9, 2018 meeting, on a motion by Bob Roy and seconded by Laura Olstein, and the affirmative voice vote of all members present, the November 14, 2017 minutes were approved. All in favor-none opposed.*

*Laura Gaker*