

**Historical Preservation Advisory Committee**  
**Meeting Minutes**  
**February 13, 2018**

Meeting Called to Order (Time 7:32pm)

Reading of Open Public Meeting Act.

**Members present:** Vice Chairman Dave Wilding, Council Liaison Vince Russo, Caryl Keyser, Bob Roy, Laura Olstein, Mary DiBrigida, Jill Iannino

Friends: None

Guests: Mayor Robert Collins, Emily Less

**Emily Less** is a member of Mary DiBrigida's Girl Scout troop and she would like to set up a project for her Gold award. She wants to bring children's programs to the museum by creating event boxes (mostly for holidays so they can be used more often) and making up activity packages, games and coloring books with educational information about Kinnelon's history and the museum. She wants to reach out to the elementary schools, probably second or third grade level, to have them add a field trip to the museum back into their curriculum. She would work on the program over the summer and have it completed for the fall semester. The Mayor will speak with Supt. Diane DiGiuseppe and put in a good word to see if anything can be done to re-establish the school program to the museum. The Gold Award protocol: The Scout sends in her preliminary proposal to the Girl Scout Council, once it is approved then she can begin the project. Laura and Mary will help.

**Mayor Bob Collins** wanted to help aid the committee in the transition of the resignation of Tom Kline, who he wanted to thank for his service. Tom also resigned his position as the town historian. Update on the ordinance:

1) The deed restriction is very clear as to who shall run the museum and property. 2) Regarding the museum inventory, should there be some issues regarding potential disposal of some of the artifacts, the committee can make a recommendation and the governing body will endorse the recommendation. Councilman Glenn Sisco is the ordinance chairman-the ordinance is moving forward with introducing the resolution at the March Mayor and Council Meeting with adoption of the ordinance scheduled for the April meeting. The Mayor asked Bill Yago (Council President) to assist in moving it forward towards adoption.

Regarding the county application for the next phase: A declaration of intent was sent to Ray Chang yesterday; all required documents were sent as well.

Bob Roy has been speaking with Margaret Hickey about the project and she is working on the drawings that have to be in by the 28<sup>th</sup>. The next project will definitely be phased.

All of the open items from Phase II have been completed by the contractor.

Mayor Collins spoke with John Whitehead-DPW removed the ugly stump and the yews were cut out. The end of the driveway was cleared out so it is no longer vision-impaired. Looking forward to seeing grass rather than weeds with the new irrigation system. The museum is looking great.

Community Center-This has been an on-going effort for over 8 years. The technical aspect of the application was completed late fall. It's been in legal review ever since. DEP thinks that Highlands will be a challenge yet they actually fully support it; has to be denied before approved, probably won't be on Highlands agenda until April. Needed aquifer re-charge calculations from the engineers.

Badanco property-Acquired the property off of Saw Mill which is a forest mitigation plan; purchased 10 acres of which 5 acres are proposed for the project. Had to preserve 63 acres as an environmentally sensitive piece that we cannot touch. Proposing to construct a building that will act as meeting rooms, have a full gymnasium and serve as a shelter. Older residents were in favor. Would like to have a large atrium community room as well as nice display cabinets to showcase the museum and the history of the town. Won't start project til late

fall/early spring, probably at least a 2 year project. Would like it to be done by April 2022 as Kinnelon turns 100 years old. Last major construction we will ever have in town.

### **Questions:**

Bob Roy-Are we still being pushed for low cost housing? Yes, affordable housing is being dictated by judges that might not have been fully aware of what they have asked us to do due to the fact that we are located 97.8% in the Highlands preservation area. The number of units they were proposing was inconsistent with economic growth and population growth. Lawsuit filed, a settlement has been approved; going before judge on March 9<sup>th</sup>. Affordable housing is coming but needs to be done the right way.

Dave Wilding-Without a town historian, does it affect our grant position? No, but we need knowledgeable people. The Mayor is looking for suggestions for new committee members; the town will be advertising as well. The committee will be comprised of 9 members when the new ordinance is adopted-but will then need 5 people for a quorum.

Caryl Keyser-What is the chain of command if something at the museum needs to be done? 1) Can contact John Whitehead directly unless it's a big issue, then the next point of contact is Committee Liaison Vince Russo.

The Mayor is reviewing the budget with council. The maintenance log has disappeared, hopefully John Whitehead/Brian Kimble has it because the county requires it to be on the premises. Insurance levels are where they should be.

**Approval of Minutes:** Motion to approve January 2018 minutes made by Caryl Keyser and seconded by Jill Iannino, all in favor, none opposed.

**Annual Reorganization Meeting:** The ordinance is not updated; therefore, there is no provision to even elect officers. Will keep current officers in place until ordinance is corrected.

**Open Space Liaison:** Bob Roy agreed to serve in this capacity.

**Phase III Restoration Grant:** The deadline was approaching so paperwork was done fast. A recommendation was made to the Mayor and Council; the letter of intent was signed and mailed by the Borough Clerk to Ray Chang at the Morris County office, and an encumbrance of approx. \$40,000 out of the Open Space fund was approved. All paperwork is completed. What is next to do? Margaret Hickey needs to submit her final drawings by February 28<sup>th</sup> and the CFO has to sign the grant application for the March 29<sup>th</sup> deadline.

### **Discussion on various topics:**

- 1) Lighting Assessment: Will decide at next meeting, but try and meet with them before the April meeting. Start with the police chief, then contact Bill Yago for the fire department.
- 2) Security Assessment: No lights outside; want to get on the police department's security schedule. Will invite them to a meeting to discuss when the weather is better, probably in the evening.
- 2) Changing ordinance: The corrected ordinance will be introduced at the February Mayor and Council meeting and should be passed at the March meeting.
- 3) Facebook page and website: Got the okay to proceed. The committee will shop on the internet to get ideas for the website. Caryl and Michael had previously looked at sites of museums that are on the Pathways tour but they weren't to their liking. Will schedule a workshop at the March meeting to discuss. Also try to set up a workshop with Michael before the next meeting. The Friends are willing to pay Michael \$400.00 to design the website. Laura will try to make a list of sites and send it out to committee members.

- 4) Software Program 'Past Perfect' Status: Have not purchased yet. The Friends are purchasing but need to coordinate with them to receive funds. Cori Kline has resigned from The Friends so the committee needs a new liaison; don't know if she will still help out with the start-up of the program. Council liaison Vince Russo will look into setting up an e-mail account for L'Ecole so the program can be filtered specifically through the museum.
- 5) Charlotte Wheeler Girl Scout project-Still have not heard anything. Laura will contact her and give her a deadline of September 1<sup>st</sup>.
- 6) Van Ness Cemetery Access-Scouts cleaned the cemetery a few months ago, looks great, neighbors are allowing the Scouts to access the cemetery because the access is blocked by a fence and logs; the zoning officer is going to write a letter to the home owner who has obstructed the access.

### **Old Business:**

Friends Report: Caryl and Dave will try to set up a meeting with the Friends before the next meeting; need new Friends liaison and want to establish ground rules on how they're going to run the garage sale which is June 10<sup>th</sup> and 11<sup>th</sup>. Do they want to have a program running that day at the museum? May 22<sup>nd</sup> is Kinnelon's birthday-it was actually incorporated at the museum-play up the day the previous weekend at the museum?

**Building and Grounds Report:** Nothing to report.

### **Grant Reports:**

Morris County Historic Preservation Trust-Previously discussed.

Morris County Heritage Commission-Small grants, they come up once a year, Mary will look up submission dates on the website-might be too late to submit requests for this year.

**Pathways:** Laura Olstein-1) Contacted Acorn Hall for suggestions for local traveling lectures and boxed lectures that the committee can put together, they said they weren't doing lectures anymore; waiting to hear back regarding suggestions. 2) Waiting to hear back from The Canal Society of NJ to see if they would be willing to come give a lecture.

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

**Research & Collections:** On hold until the accessioning starts.

**Scout Projects:** Laura Olstein-Previously discussed.

**Special Programs:** Mary DiBrigida-Did a walk through with the tour script, made additional changes, then went over with Michael and will update according to his input. Mary asked if Michael could give them all the tour to see what he typically points out.

**Staff report:** Caryl Keyser-Previously discussed in item 3.

**New Business:** 1) Kinnelon Senior Citizens wanted to use the museum as a meeting room, the Committee decided that it was not in the best interests of the museum. 2) Caryl asked for a motion to accept Tom Kline's resignation with regret. Motion by Caryl Keyser and seconded by Dave Wilding.

**Next Meeting: Tuesday, March 13, 2018 – 7:30 pm**

**Adjournment:** Time 9:20pm. Motion made to adjourn by Dave Wilding and seconded by Mary DiBrigida. All in favor, none opposed.

*At the March 13, 2018 meeting, on a motion by Bob Roy and seconded by Mary DiBrigida, and the affirmative voice vote of all members present, the February 13, 2018 minutes were approved.*

*Yours Truly  
Mary DiBrigida*