

**Morris County Heritage Commission Minutes**  
**Meeting of December 13, 2011**

**Present:** Commissioners Larry Fast, Virginia Vogt, Daniel Beards, James Woodruff, Dave Bogert, Epsy Farrell, Henry Kafel, Kathy Fisher; Freeholder Margaret Nordstrom; Archivist/Acting Director Peg Shultz

**Absent:** Commissioner Tracey Kinsel

**Call to order:** The meeting was called to order by Chairman Fast at the County Cultural Center at 9:38 a.m. The Open Meeting Statement was read.

**Minutes:** November minutes were read and approved.

**Financial report:** Treasurer not present. Our operating budget as of November 4 shows a balance of approximately \$10,895 but is on track toward total disbursement as major projects are completed and billed in the next few weeks.

**Freeholder report:** Freeholder Nordstrom initiated a general discussion of the Morris County Historic Trust Fund philosophy and guidelines in the selection of grant applicants and the procedural follow-up to ensure project implementation that reflects the grant's original, approved intent. She and Commissioner Fast agreed that there is sometimes an educational aspect to successful grant completion on the part of some applicants, and that there are several resources available at both the county and state level to help applicants keep on course. Commissioner Bogert stated his opinion that taxpayers should have a reasonable expectation that most of the grant funding will benefit the various municipalities.

Ms. Nordstrom also reminded all that the state Historic Preservation Office is now within the Department of Planning and Economic Development under the new strategic plan.

**Chairman's report:**

- Chairman Fast noted the recent difficulty of producing viable marker copy in a timely manner. After exhausting committee/staff options, retired County Archivist David Mitros was hired on a price-per-project basis to resume his former role as regards county markers. Mr. Mitros succeeded in expeditiously providing exemplary, research-based marker copy for the Museum of Early Trades and Crafts, and Chairman Fast foresees a continued role for Mitros in the coming year.
- Chairman Fast and Mr. Mitros have narrowed the choice of vendors down to two for the Mitros Civil War ebook project.
- He coordinated Archivist Shultz's work schedule and sat in on the re-grant decision meeting as a non-voting observer.
- He noted the passing of former commissioner and active historian Scott Shepherd.

**Archivist/acting director's report:** Archivist/Acting Director Shultz reports the following activities in addition to her work in various subcommittee areas:

- Ms. Shultz reported on MCAT's upcoming year of events:
  - First Night Morris on New Year's Eve
  - Holly Days walking tour
  - St. Patrick's Day Parade in Morristown on March 10
  - Revolutionary Times Weekend April 13-15
  - Be Our Guest May 20
- Ms. Shultz is working with the supervisor of buildings and grounds to move shelving to Morris View and assemble the new A/V cart.
- She will meet with potential intern Eric Dietz of Roger Williams University this week.

**Committee reports:**

***Archives: David Bogert, Chair***

Nothing new to report.

***Grants/Re-grants: Dave Bogert, Chair***

Ms. Shultz reported that the re-grant contacts were with the county administrator for approval and will be on the December 14 freeholder's meeting agenda. Letters to recipients and public press releases will follow freeholder approval.

***Exhibits/Programs: Virginia Vogt, Chair***

Planning for next year's program will begin in January.

***Long-Range Plan: Virginia Vogt, Chair***

The long range plan is in effect. At the January meeting, each committee head will review his or her first-year goals and achievements.

***Personnel: Henry Kafel***

Commissioner Kafel will conduct Archivist/Acting Administrator's annual review some time after Christmas.

***Publications: Virginia Vogt and Epsy Farrell, Co-chairs***

Commissioners Vogt and Farrell will meet with Acting Director Shultz soon to create a writing/production schedule for an early spring newsletter. (Also see Chairman's Report on Mitros e-book).

***Marker program: Kathy Fisher, Chair***

Text for the Hibernia Church and Museum of Early Trades and Drafts markers has been sent to Lake Shore Industries, and the work will be invoiced by next week.

***Communications: Secretary Vogt***

The Commission received a Section 106 notification for a religion-based temple on 3.5 acres in Parsippany-Troy Hills, in addition to several newsletters and announcements.

***Old Business:*** Commissioner Farrell has been monitoring the proposed cell tower site near Glen Alpin. An alternative, a DOT site, is being recommended for the tower.

***New Business:***

Recently a request was received concerning permission to use a limited amount of information from the Acroterian historical survey, a publication sponsored by the county some years ago, administered by the Heritage Commission. It was agreed that the request would be approved but that it should be based on standardized legal language in this instance and all in the future. Freeholder Nordstrom volunteered to ask Daniel O'Mullan, county counsel, to draft permission boilerplate, and Commissioner Farrell made a motion to this effect. Commissioner Beards seconded the motion, which carried unanimously.

Freeholder Nordstrom's swearing-in ceremony will be held on January 6 at noon on the fifth floor of the Building of Administration and Records in Morristown.

***Adjournment:*** The meeting was adjourned at 11:20 a.m.

Respectfully submitted,  
Virginia Vogt, Secretary

The next Commission meeting will be held on **Tuesday, January 10**, at 9:30 a.m.  
Please inform Ms. Shultz if you are unable to attend.