

## **MINUTES OF THE REGULAR MEETING**

### **MORRIS COUNTY HISTORIC PRESERVATION TRUST FUND REVIEW BOARD**

**300 Mendham Road  
February 1, 2017**

**Morris Township  
New Jersey**

The meeting was called to order at 5:10 PM by Ray Chang.

Members present:

Gary DeBiasse, Preservation Architecture (Arrived 5:16 PM)  
Edward Engelbart, At-Large  
Lawrence Fast, Morris County Heritage Commission  
Bethany Russo, Architectural History  
Nita Galate, Region II  
Ann Granbery, Historic Landscape Specialist  
Mary-Anna Holden, Region IV (Arrived 5:20 PM)  
Monica Scozzafava, Region III  
John Solu, Building Restoration (Arrived 5:15 PM)  
Eileen Stokes, Region I  
Randy Tortorello, At-Large

Also attending:

Christine Myers, Freeholder  
Deena Leary, Director, Morris County Dept. of Planning & Public Works  
Christine Marion, Morris County Planning Director  
Ray Chang, Historic Preservation Program Coordinator

### **OPEN PUBLIC MEETINGS STATEMENT**

Mr. Chang stated that adequate notice of this meeting in compliance with the Open Public Meetings Act has been provided and filed with the Town of Morristown, Township of Morris, the Morris County Clerk, the Daily Record and the Star Ledger.

### **ELECTION OF OFFICERS**

Mr. Chang served as temporary Chairperson and took nominations for the position of Chairperson.

On motion by member Engelbart, seconded by member DeBiasse, Ms. Mary-Anna Holden was nominated for Chairperson. There being no other nominations, on motion by member Tortorello, seconded by member Stokes, the Board voted to close the nominations for Chairperson. Ms. Holden was unanimously elected Chairperson, and chaired the meeting from this point.

On motion by member Granbery, seconded by member Engelbart, Mr. Lawrence Fast was nominated for Vice-Chairperson. There being no other nominations, on motion by member

Stokes, seconded by member Engelbart, the Board voted to close the nominations for Vice-Chairperson. Mr. Fast was unanimously elected Vice-Chairperson.

## **PUBLIC COMMENTS**

There were no comments from the public.

## **APPROVAL OF MINUTES**

On motion by member Galate, seconded by member Tortorello, the Board voted to approve the minutes of the Board's meeting of December 7, 2016.

Aye: DeBiasse, Engelbart, Fast, Galate, Holden, Solu, Stokes, Tortorello

Nay: None                      Abstain: Granbery, Russo, Scozzafava

## **PROJECT UPDATE**

*Whippany Burying Yard, Hanover*

Mr. Chang provided the Board with parts of the Hanover Township's Request for Quotation (RFQ) for the Whippany Burying Yard Conservation Project (as prepared by Gary McGowan), a Marker Conservation Program, dated December 23, 2016, as prepared by Jablonski Building Conservation, Inc., and Preservation Briefs #48: Preserving Grave Markers in Historic Cemeteries, from the National Park Service. The Township plans to use Township funds to implement Jablonski's work plan in the coming spring. The work plan allows, for resetting purposes, that the headstones can be placed on a course of bricks with tamped down sand and gravel. But where the dry-laid brick is either deteriorated or does not exist, mono-cast concrete block will be used with a U-shaped trough coupled with sand and gravel.

The Board found the work plan to be helpful in understanding the work being performed on the grave markers. The Board suggested, for future application purposes, that it would be helpful for Gary McGowan to speak to the details of the proposal. The Board raised concerns about the landscaping that the Township was planning to add along Route 10, and asked staff to communicate with the Township regarding how this might impact a future grant application.

## **2017 REVIEW SCHEDULE**

Mr. Chang provided the Board with the 2017 grant review schedule as follows:

Wednesday, May 3 – Board meeting, 7:00 PM MC Planning & Preservation

Saturday, May 13 – Board Site Visits, 8:30 AM throughout County

May 15~25 – Visits to Return Sites by individual Board members

Monday, June 5 – Applicant Presentations #1, 6:30 PM County Library

Tuesday, June 6 – Applicant Presentations #2, 6:30 PM County Library

Monday, June 12 – Applicant Presentations #3, 6:30 PM County Library

Wednesday, June 14 – Board Deliberation, 7:00 PM MC Planning & Preservation

Wednesday, June 28 – Funding Recommendation made to Freeholders at Work Session

Wednesday, September 27 - Board Meeting, 7:00 PM MC Planning & Preservation

Wednesday, November 15 - Board Meeting, 7:00 PM MC Planning & Preservation

(Member Stokes left the meeting at 6:16 PM)

**CONFLICT OF INTEREST POLICY**

Mr. Chang advised the Board regarding the County's Conflict of Interest policy. Board members with conflict of interest on any application must refrain from Board discussions and deliberation on those particular applications.

**PUBLIC QUESTIONS/COMMENTS**

There were no questions or comments from the public.

**NEXT MEETING**

The next regular meeting is scheduled for Wednesday, May 3, 2017 in the 4<sup>th</sup> Floor Conference Room of the Offices of Planning & Public Works, located at 30 Schuyler Place, Schuyler Annex Building, in Morristown, New Jersey at 7:00 P.M.

**ADJOURNMENT**

There being no further business, on a motion by member Fast, seconded by member Tortorello, the Board voted to adjourn the meeting at 6:31 PM with all in favor.

Respectfully submitted,

Ray Chang, P.P.  
Historic Preservation Program Coordinator