

## MINUTES OF THE REGULAR MEETING

### Morris County Historic Preservation Trust Fund Review Board

Regular Meeting via Webex: <https://morriscountynj.webex.com/join/rchang>

**November 15, 2023**

The meeting was called to order at 7:02 PM by Chairman Fast.

Members present:

Amy Curry, Region II  
Joseph Falco, At-Large  
Lawrence Fast, At-Large  
Jill Gotthelf, Architectural History  
Ann Granbery, Historic Landscape Specialist  
Edward Hanington, Region I  
John Solu, Building Restoration  
Martha Wells, Region IV

Excused Absence:

Richard Conklin, Region III  
Gary DeBiasse, Preservation Architecture  
Martin Kane, Morris County Heritage Commission

Also attending:

Ray Chang, Historic Preservation Program Coordinator

### OPEN PUBLIC MEETINGS STATEMENT

Chairman Fast 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, the Morris County Clerk, the Daily Record and the Star Ledger.

### PUBLIC COMMENTS

There were no comments from the public.

### APPROVAL OF MINUTES

On motion by member Gotthelf, seconded by member Curry, the Board voted to approve the regular meeting minutes from the September 20, 2023 Board Meeting.

Aye: Curry, Fast, Gotthelf, Granbery, Hanington, Solu, Wells

Nay: None                      Abstain: Falco

### HP PROCESS REVIEW

Mr. Chang summarized the review process in 2023. Member Gotthelf pointed out that some applicants did not seem prepared to answer Board questions asked during the final presentations. Could the site visits be made virtual or return to virtual (Site visits were virtual for 2020 and 2021) so that Board members who cannot attend in person could have opportunities to ask questions? Mr. Chang encouraged Board members to transmit questions to him so they can be directed at the applicants, especially between the period of site visits and the final presentations.

Member Wells asked about the timing of match grants. New Jersey Historic Trust annual grant award is a few months behind Morris County's (This year's NJHT grant awards were announced on Sept. 27<sup>th</sup>, while Morris County HP grant awards were made on July 12<sup>th</sup>). For those HP applicants relying on NJHT for their match, the results of their NJHT application are not known by the time of HP deliberations. Member Gotthelf asked if we could require match to come from awarded NJHT grants.

Member Curry observed the varying needs of certain historic sites, including municipally-owned and non-profit-owned resources which may or may not rely on the municipality for matching assistance. Mr. Chang read our Rules guideline for matching funds, "applicant shall...show evidence of matching funds in hand **or demonstrate clearly the ability to match the grant requested**" ([HP Rules](#), sect. 5.9). The Board was reminded that this year's (2023) applications were scrutinized closer by making the applicants commit to a backup match source if their NJHT applications were not successful. The Board asked staff to get some clarification from County Counsel as to what leeway we have in interpreting the "Or" clause highlighted above, whether our current practice is workable and what other ways of providing match can fall under the "Or" clause.

Member Gotthelf pointed out that there were questions the Board asked during the review process which should have been covered by the County Consultant in the initial review period in April. Other Board members expressed that the current consultant comments in the handbook seemed like boilerplate responses, and the Board is looking for more than whether the application meets the *Secretary of Interior's Standards for the Treatment of Historic Properties*, such as the appropriateness of the choice of construction materials, etc. Staff will reach out to the County Consultant to communicate this issue.

#### **QUESTIONS AND COMMENTS:**

There were no questions or comments.

#### **NEXT MEETING**

The next regular meeting is scheduled for Wednesday, January 24, 2024, 7:00 PM,  
via Webex: <https://morriscountynj.webex.com/join/rchang>  
Join by phone 1-408-418-9388 Access code: 714 291 650

#### **ADJOURNMENT**

There being no further business, on a motion by member Granbery, seconded by member Curry, the Board voted to adjourn the meeting at 8:30 PM with all in favor.

Respectfully submitted,

Ray Chang, P.P.  
Historic Preservation Program Coordinator