

**Historic Preservation Committee
Meeting Minutes – November 13, 2018**

A meeting of the Mountain Lakes Historic Preservation Committee (“HPC” or the “Committee”) was held on Tuesday, November 13, 2018, at the Mountain Lakes Library. In attendance were Chair Lesley Karczewski, Ginny Cassidy, Tom Dagger, Alex Gotthelf, Rob Infante, Andy Scott, Justin Savage, Megan Powers, and Kaylee Smith. Absent were Margaret DeWitt, Michael DeWitt, and Borough Council Liaison Bill Barrett.

Approval of Prior Meeting’s Minutes

The Minutes of the October, 2018 meeting were approved.

Chair's Report

Lesley reported that she met with Alex to discuss hand-off of Chair responsibilities. She reminded the committee that, although Alex will take over the role of Chair when she resigns at the end of the year because he is currently Vice Chair, the committee needs to formally elect him (and all other officers) at the January reorganization meeting. She also reminded the committee that they will need a new Vice Chair.

She reported that she submitted the final report for the 2018 Morris County Heritage Commission re-grant and is working on the 2019 application which is due Dec. 3.

Treasurer’s Report

Lesley read a report from Roberta providing details on the Committee's finances.

Opening Balance as of October 15, 2018:	\$28,820.24
Debits: \$292.63 (2 plaques)	
Credits: \$530.00 (salvage donation and ?)	
Closing Balance as of September 19, 2018:	\$29,057.61*

*Grant funds do not appear in the HPC working account.

Margaret DeWitt submitted a report that the following were sold at the Nov. 3 Open House:

Historic House Plaque	\$400	2 @ \$200
Centennial t-shirt	\$25	5 @ \$25
Centennial book	\$100	2 @ \$50
Centennial book	\$25	1 @ \$25 (damaged copy)
Centennial Print	\$50	1 @ \$50
Note Cards	\$10	1 @ \$10
House Book	\$30	3 @ \$10
Annual Reports	\$55	2 @ \$10
		7 @ \$5
Total sales:	\$695	

Roberta and Andy have talked about the hand-off of Treasurer duties and will meet before the next committee meeting to complete the hand-off.

Archive Report

Justin and Rob cleaned out the fireproof file cabinet in preparation for pick-up and disposal by the DPW. Rob reported he is all out of supplies purchased for the work order project. He had underestimated the amount of pages by quite a bit. Upon motion by Ginny Cassidy, seconded by Alex Gotthelf, the committee unanimously voted to allocate \$1,500 for the purchase of additional polyester sleeves to complete the project. Justin described the work done to assist the High School Veteran's Day project and the work he is doing to assist with a 100th anniversary of women's suffrage project. Needs for the 2019 Heritage Commission Re-Grant application were discussed which will include: museum vacuum, disaster preparedness kit, map containers, and photo albums for the historic homes photo collection. And a bunch of polyester sleeves.

Salvage Report

Alex reported that he did a good clean-up of the shed with the help of Kaylee and her father. He feels that at some point we will need to throw a bunch of items out that no one is ever going to want. He will speak with Mark Prusina about exterior clean-up and rodent control.

Borough Liaison Report

No report was presented.

Old Business

Open House. The committee discussed the Open House and all agreed it was a success. Attendance was good and Rob received several material donations for the archive. As reported above in the Treasurer's report, we did quite well in sales of items.

Landmarks Protection. Tom reported that Dave Shepherd indicates that he plans to introduce the ordinance to the council at the February meeting and that the borough attorney has been looped in.

Certified Local Government Designation. Mitchell Stern has reviewed the application and indicated that all is in order. Lesley will ask if he feels the need to present to the Council or if we are free to go ahead and submit the application.

New Members. Mark Hoffman has indicated an interest in joining the committee. Alex will confirm with him that he is ready to join and provide Lesley with his contact information to submit to the Borough for appointment in January.

New Business

Review/update Strategic Plan. Lesley said she needed the committee to update our Goals & Objectives since they have to be included with the 2019 Heritage Commission Re-Grant application. The committee agreed that much of what was contained in the existing document was of an on-going nature and only made a few changes. Lesley will revise the document and send it out for review and approval before submitting the grant application.

80 Boulevard. The condition of the house was discussed and it was agreed that there was no point in spending committee funds to further document the house. We have the photos provided by Mr. Maione and Marcia Carrier, the original agent, has agreed to give us digital copies of her photos. She is also looking to see if she has a floor plan. The committee agreed to proceed with salvage on Sat., Nov. 17 provided Mr. Maione agreed. The committee also discussed the fact that the demolition permit process did not work as it should have in this instance and the owner lost about a month due to lack of information about the committee's involvement. Lesley will discuss with the Borough to ensure this doesn't happen again.

Town Club Holiday House Tour. Lesley stated the date of the house tour is 12/7 and that there would be a reception at the ML Club. She asked if the committee would be interested in having a table there. Roberta said that she and Margaret ran the table last year and there wasn't a lot of interest but she would be willing to do it again. She will see if Margaret will help out and reach out to the Town Club.

Oral Histories. Roberta reported that she has obtained 2 new oral histories. She will send digital copies to Lesley and Rob and Lesley will work with John Lester of the Communications Committee to put them on the town website. Roberta has several more candidates that she will be working with. Tom reminded the committee that we had paid to have his ordinance presentation videotaped last fall but it needs editing before we put it on the website.

Ginny will reach out to the Lores to see if we can get a date to video their house now that it is finished.

Date for Next Meeting

Next meeting date – Tuesday, December 18, at 7:30 in the Mountain Lakes Library.

There being no further business, the meeting was adjourned.

Minutes prepared by Lesley Karczewski and Alex Gotthelf.