

**Historical Preservation Advisory Committee**  
**Meeting Minutes**  
**October 13, 2020**

Meeting Called to Order (Time 7:34pm). Meeting held via Zoom.

Reading of Open Public Meeting Act.

**Members present:** Chairperson Dave Wilding, Vice Chairperson Laura Olstein, Caryl Keyser, Mary DiBrigida, Jim Roselius, Council Liaison Vince Russo

Absent: Bob Roy, Corresponding Secretary Jill Iannino

Friends: None

Guests: Tom Kline as town historian

**Approval of Minutes:** Motion to approve February 11, 2020 minutes made by Caryl Keyser and seconded Laura Olstein, all in favor, none opposed.

**Old Business:**

**Grant Reports:**

**Morris County Historic Preservation Trust (large grant money)**-Phase III, Part A has been completed. Air conditioning in office not working-will contact the contractor and work on in the spring. The Phase III, Part B application was submitted in March; Tom put together a video to use instead of a site visit; Margaret used it for a power point presentation to the county; the project was approved mid-August. Working on bid specifications but need to advertise for a public hearing first and get info to the Mayor and Council November meeting to adopt a regulation for pre-qualifying contractors. Margaret then has to send info to the Dept. of Community Affairs for approval; the boro can then advertise for contractors to come in and pick up the pre-qualification package and after applications are submitted, Margaret can invite contractors to bid. Tom will speak with Karen Luele to make sure the paperwork gets in on time.

**Morris County Heritage Commission History Re-Grant Program (small grant money)**-The \$1800 grant was approved; took longer than usual to act on paperwork due to Covid; received 80% of grant money-bought laptop and Past Perfect software. Michael has imported and exported from the Excel program in order to set up the transfer into the new Past Perfect program. There is now a location for everything that is accessioned. Michael will provide an inventory by room. Double-checking items in each room to make sure everything has been accounted for that needs to be included, as well as tagging items now. Final paperwork due to county November 15<sup>th</sup>-will then receive the final 20% of grant money. New grant dates have been pushed back-should form a committee (Tom will oversee) and figure out what to apply for next and get some quotes.

**Friends Report:** Dave Wilding-Friends are not meeting.

**Building and Grounds Report:** Jim Roselius/Caryl Keyser-1) All furniture and files moved back upstairs. 2) Mowing and mulching by DPW has been ongoing thru spring and summer. 3) Jim and Carol made a list of things of ongoing projects they'd like done and sent to John Whitehead and Joe Niosi, and Jim spoke with Joe about these projects. Asked for coat of paint to cover spackle. Caryl and Mary did some maintenance around the property. 4) Maintenance book needs to be found and returned to museum and kept there. 5) Gutters have supposedly been taken care of. 6) Painting won't be until spring.

**Pathways:** Laura Olstein-No event this fall; hopefully 1<sup>st</sup> weekend in May. Sent in promotional one minute video for virtual tour. Posted on Facebook about Dr. Miller for October-breast cancer awareness month-as she was a leader in women's health. Laura posted 'please like and follow the Kinnelon museum'-had 25 followers went to 85 followers in the 4 days after posting. Need to continue to post on social media. Also-looking for pictures of the first municipality building in back of Kiel School, now the garage of the Board of Ed. Laura took a picture of the building; will post on Facebook and ask.

**Scout Projects:** Laura Olstein-Still meeting with Wesley Sullivant regarding his Mayor Sisco project. Laura dropped off a flash drive for him to record at least the audio part of the project. Will invite Wesley to next meeting.

**Special Programs Report:** Mary DiBrigida-Tabled until museum can actually open.

**Research & Collections:** Previously discussed.

'Past Perfect' status: In progress!

**Staff report:** Caryl Keyser-Michael and Caryl got @ 75% of materials back in the file cabinet. Michael working on Past Perfect. Cleaning people are coming in twice a month. Little flies came back-Jim put that issue on the DPW list.

**New Business:** 1) Laura's friend's father was the lead architect on the original Meadtown shopping center and wants to donate plans. 2) Acorn Hall of the Morris County Historical Society contacted Laura. They have a vitrine-a doctor's supply case from the 1930's-and want to find a good home for it. They have also done research on the piece which they can donate as well. They liked Dr. Miller's story and are interested in donating to L'Ecole. It fits the time period of the museum. 3) Dave wants to bring the 2022 centennial anniversary into a monthly focus-how should that be handled? First event in Feb. 2022? Souvenirs? Afghan again? Cori developed design. Coasters? Anne pricing. Phone covers- 'Kinnelon Proud'? Caryl can meet with Friends to show them ideas. Vince will ask if Council will put together a group of people to handle. 4) Caryl-annual report due. Decided to submit same budget (see attached)-will discuss more and vote on in November. 5) Dave-wants to update the alarm to current technology with keyless entry; costs \$100-250ish. DPW can put in. Dave will talk to the police, DPW, and alarm companies to get options. 6) Laura wants to move meeting time; she will talk to Jill and discuss in November.

7) Tom Kline-Historical markers in Kinnelon: A) The Great Charlottesville Furnace Tract sign near the Smoke Rise North Gate was blown over; signs are maintained by Morris County Heritage Commission. Tom e-mailed them and they said they would send someone over to fix it. B) Fredericks Cemetery-Girls Scouts put up a sign years ago. Tom and Fayson Lakes Association getting together to create a new sign-cost @\$2000 to replace sign; fund-raising in the community. Does museum want the old one? Not in great shape.

**Next Meeting: Tuesday, November 10, 2020 at 7:30 pm**

**Adjournment:** Time 9:01pm. Motion made to adjourn by Mary DiBrigida and seconded by Caryl Keyser; all in favor, none opposed.

*At the November 10, 2020 meeting, on a motion by Caryl Keyser, and seconded by Laura Olstein, and the affirmative voice vote of all members present, the October 13, 2020 minutes were approved.*

*Laura Olstein*