

**HISTORIC COMMISSION
MINUTES**

APRIL 22, 2015

8:15 p.m.

<u>ATTENDANCE:</u>	<u>Present</u>	<u>Absent</u>
<u>Phyllis Angelo</u>	X	
<u>Mary Donohue</u>	X	
<u>Judi Sussman</u>		X
<u>Sara Theresa Bartelloni</u>	X	
<u>Mike Ginch</u>	X	
<u>Joan Kristan</u>	X	
<u>Liaison Ellen Busteed</u>		X

AUDIENCE:

PHYLLIS ANGELO: Stated the Historic Component was sent to the Planning Board and was reviewed by the attorney and that possibly it will be up for review in May. Indicated the Borough has the Grant Agreement and Alan stated the Grant has to go the Insurance Risk Management. Advised the deadline for archiving was moved up to September 30, 2015 and the position has to be advertised for 30 days. Questioned if anyone had suggestions to advertise the position so that Mr. Carter would overly qualify.

MIKE GINCH: Stated they probably have guidelines on how to advertise.

PHYLLIS ANGELO: Indicated the only guidelines were where to advertise.

SARA BARTELLONI: Stated it has to be posted publicly, so you can place a flyer in the Town Hall.

PHYLLIS ANGELO: Stated that the wording should indicate you are looking for someone who had worked in Bergen County and in libraries as an archivist.

MIKE GINCH: Indicated you can ask for someone that has customized data base specific for this purpose.

PHYLLIS ANGELO: Questioned if you need to indicate the hourly rate which would be paid through a Grant.

MARY DONOHUE: Indicated to wait until the interview.

MIKE GINCH: Indicated you can state you are looking for someone having experience working close with Town Historian and can customize a data base.

PHYLLIS ANGELO: Advised Sara worked with him and a lot of it has changed. Stated that if the information cannot get on the "highway," to send the scope of the work to them. Would also like to get information from Kevin to include with our documents.

MARY DONOHUE: Stated she will find out if there are records of people that are local whose family can be traced to the American Revolution.

PHYLLIS ANGELO: Questioned Mike what his concerns are about the scope of the work.

MIKE GINCH: Stated his concern was the reference to the time period, as it is not very clear and suggests including some type of time differential so it will not appear as if only the project manager has control of the project.

MARY DONOHUE: Stated Daragh needs to know where the Grant came from, as he may think the Grant was given to the Library.

SARA BARTELLONI: Advised she went to the meeting and made it clear to the Friends of the Library that the Grant originated from this Commission and we joined together for the specific purpose of fulfilling the need of a Borough, and we were not looking to encroach on their space but to enhance it. Stated they seem to understand the Historic Commission found this Grant and would decide which artifacts would be part of the collection.

MIKE GINCH: Indicated you need to address who is going to maintain oversight and ownership of the documents that are in boxes.

SARA BARTELLONI: Stated if someone donates a box of documents to the archives, you need to determine who will maintain ownership of that information. She advised that if artwork is donated to the library, they maintain ownership of that artwork as they need to have insurance on it.

MIKE GINCH: Stated it should be looked at like a museum, as the items in a museum are on loan. Indicated the root of his concern is if he feels the ownership exists with the library, they can do whatever he wants with it.

PHYLLIS ANGELO: Stated she does not believe he wants anything to do with it and the Commission is choosing what do with the first phase.

SARA BARTELLONI: Questioned if the Commission can establish a law that would officially establish this project within the Commission, so the Commission's vision can be written down.

PHYLLIS ANGELO: Indicated she liked that idea and stated at the next phase, we will advertise for photos, there may be a lot of people coming forward with historic documents to donate and questioned who will have ownership of those documents.

MIKE GINCH: Advised you need to establish that now.

PHYLLIS ANGELO: Stated the Commission needs to establish their own criteria now for how the project is to be done going forward.

SARA BARTELLONI: Indicated you could put in the document where the collection could live as it is being developed.

PHYLLIS ANGELO: Advised everybody has to go to one historic workshop per year, so when she comes across something she will advise the Commission. Stated there is money left in the Open Space Grant and Historic Commission can avail itself for the money, however, Alan said it has to be on the National Registry. Indicated she wanted to use the money for the signs on Claredon Court Signs, however they are not on the National Registry.

MIKE GINCH: Stated he will look at the signs to see if it is something he can do.

PHYLLIS ANGELO: Indicated everyone should meet at the Library to go over everything.

SARA BARTELLONI: Stated she thinks everyone should meet at the Library with the Library Board.

PHYLLIS ANGELO: Questioned if everyone is available over the summer to go over the documents. Questioned Sara about the historic survey.

SARA BARTELLONI: Advised she has the access file and it can be edited. Advised she has not heard back from Don for a new date for his interview.

JOAN KRISTAN: Stated she introduced herself to Joe Maguire and she will also reach out to Joan Christensen, once she gets the number. Indicated since she is off in the summer it may be easier for her to do the both interviews in July.

PHYLLIS ANGELO: Advised there will be no formal meeting in the summer, but needs everyone to help over the summer getting the documents indexed and to decide how much is doable within the time period.

MARY DONOHUE: Stated April 25th is the clean-up day at New Bridge Landing and Brent Park. Stated they will be having a ball game in July and wine tasting in September.

MEETING ENDED: Next meeting May 27, 2015