

**HISTORIC COMMISSION  
MINUTES**

*November 18, 2015*

8:10 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>Eric Model</u>	X	
<u>Liaison Ellen Busteed</u>		X

AUDIENCE: George Carter

**PHYLLIS ANGELO:** Advised they used \$9,587.13 out of the \$19,000 Grant. Stated Allen did ask for an extension but they turned that down and the Grant was not allowed to be used for supplies beyond the Grant ending date in September. George stated there is enough supplies. George Carter will be giving a presentation.

**GEORGE CARTER:** Stated Mike and himself were working on the slides, which required a lot of work, as the slides were underdeveloped.

**MIKE GINCH:** Advised Photoshop Elements would be a little more sophisticated as some of the filters will compensate for fading.

**GEORGE CARTER:** Indicated if he tries anything other than auto adjust, the color picture comes out red. Advised most of the archival work was done with photographs. Stated there are 62 file folders, and each folder describes what is in the folder and has a code and is also linked to word documents. (Mr. Carter demonstrated the program.)

**SARA BARTELLONI:** Advised they are the same documents that were uploaded to the Digital Highway.

**ERIC MODEL:** Questioned having residents make contributions, so documents are not lost or thrown out during a move.

**PHYLLIS ANGELO:** Advised she spoke to the Borough, who stated they would create a big box for donations at Town Hall and she has a Release Form from the Borough Attorney. Indicated they will meet Mr. Carter at the Library on December 8<sup>th</sup>.

ERIC MODEL: Stated he would not mind collecting historical documents.

PHYLLIS ANGELO: Questioned if he wants to put something in the Patch about collecting historic documents.

GEORGE CARTER: Advised you may want to indicate in your advertisement that you have an Archivist who would collect and protect their collection.

PHYLLIS ANGELO: Questioned putting some old photographs around the Library to create interest.

ERIC MODEL: Stated he would like to start a "blog" and it would be another out-reach to the residents.

PHYLLIS ANGELO: Questioned if the Commission should create their own website, or just stay with the NJ Digital Highway.

SARA BARTELLONI: Stated the NJ Digital Highway is on the Borough website and eventually the Commission can do their own.

PHYLLIS ANGELO: Advised she has two more boxes of documents and the library still has some more documents and stated there is enough money in the budget to keep the Archivist and Margaret, the library assistant, to work on the project.

GEORGE CARTER: Stated due to the volume of documents, to prioritize what documents you want to start with first.

PHYLLIS ANGELO: Advised Daragh will be including in his budget for this year money to build a community room, and the back storage room would be given to the Historic Commission.

ERIC MODEL: Questioned if George could have some input as to how the room is set up.

GEORGE CARTER: Stated he will be available.

PHYLLIS ANGELO: Advised the Library Board is very receptive, but is not sure if they can get Borough approval.

GEORGE CARTER: Advised you need to decide who will control the room and believes it should be the Historic Commission, and he will advise what should be put into the room.

ERIC MODEL: Questioned if there is a power point that can be shown to the Council when it comes to the budget meetings, so they can see what has been done.

PHYLLIS ANGELO: Stated she agrees that would be helpful and that the budget has been approved the past 2 years. Advised the scope of the work was forwarded to the

CLG last week. Questioned George if he would continue doing the work again in December.

GEORGE CARTER: Stated that he would do whatever the Commission wants.

PHYLLIS ANGELO: Questioned if the Historic Survey should be on the data base George is working on.

GEORGE CARTER: Indicated that would be important, but he is not up to that point in the project.

PHYLLIS ANGELO: Questioned the Commission if they want to put in the 2016 budget the same amount of hours, which was 28 hours for George and 20 hours for Margaret.

ERIC MODEL: Stated based upon what he has seen, he is good with those hours.

PHYLLIS ANGELO: Questioned if that would be enough hours.

SARA BARTELLONI: Indicated she would request the amount that was spent from the Grant, in terms of salary.

ERIC MODEL: Stated that is the purpose of having a visual at the budget meeting, so the Council can see how the money was spent.

PHYLLIS ANGELO: Stated she will go back and see the amount spent on the salaries, but there is money they can spend on more archival materials.

SARA BARTELLONI: Suggested asking for \$5,000 for salaries.

PHYLLIS ANGELO: Stated she will ask for double their hours. Advised Mary will ask Kevin to give a workshop at the January meeting for the CLG required workshop.

**TAPE ENDED**