

MILLSTONE TOWNSHIP HISTORIC PRESERVATION COMMISSION
ZOOM MEETING
7:30
October 19, 2023
Meeting Minutes

CALL TO ORDER

- This meeting was called to order by Commissioner Chair Butch at 7:34 PM

FLAG SALUTE

ROLL CALL

- Attendees: Commissioner Muhammad, Commissioner Ragosa, Commissioner Butch, Commissioner Onitiri, Commissioner Blackwell, Commissioner Bruins
- Absent: Commissioner Castagliola
- Guest in Attendance: Doreen Polhemus, Township Historian and Robert Scott, assisting in publication of Chapter Books

CORRESPONDENCE

1. Danielle Simms to HPC regarding 99 Stillhouse Road
 - a. Doreen Polhemus connected with owner of property
 - i. Owner will donate a few items to HPC and can give us a tour of the home
 1. Ms. Polhemus will coordinate some dates
 - ii. Owner not requesting any information about the home nor is it in danger of being demolished
2. Monmouth County Historical Commission to HPC regarding an exhibition for "A Gilded Age Weekend"
 - a. Exhibit will be held from October 28 to January 31
 - b. Commissioner Ragosa will schedule dates for HPC to visit exhibit and coordinate purchasing of tickets
3. Commissioner Butch to the Township regarding the 3rd Quarter Report
 - a. Commissioner Butch has filed the report for the 2021 Heritage Tourism Grant Report
 - i. Includes a financial audit of what we have done to date

NEW BUSINESS

1. The HPC will be hosting the Monmouth County Historical Commission meeting on October 23 at the Baird Homestead at 7pm
 - a. Commission members to arrive at the Baird Homestead between 6:00 to 6:15
 - i. Commissioner Butch, Commissioner Ragosa, Commissioner Onitiri, Robert Scott, and Doreen Polhemus will be in attendance

- ii. Some light refreshments and beverages to be provided
- b. Monmouth County Historical Commission funds our preservation grant and regrant that the FMTHRP receive to pay the utility bills

OLD BUSINESS

1. Chapter Books Update
 - a. Robert Scott will assist HPC to format the material into a program for the publisher to create the books
 - i. Ms. Polhemus sent Mr. Scott information regarding existing and possible future programming in the schools relating to the books
 - b. Commissioner Butch will coordinate a meeting with Muriel Smith, the art teacher and Mr. Scott to discuss programming
2. Clarksburg Cultural Center Update
 - a. The schoolhouse is standing and is being painted
 - b. The electric should be hooked up before the next meeting
3. Baird Homestead Update
 - a. Work is complete for the preservation grant
 - b. Once Commissioner Butch receives the canceled checks then the grant will be closed out
4. Tannery Easement Update
 - a. Commissioner Butch sent group map to review the language
 - b. Commissioner Butch will meet with Matt next Thursday, October 26
 - i. Want to include the word "public" for the purpose of having public access
5. Budget Update
 - a. Possible avenues to allocate the budget
 - i. Commissioner Muhammad and Commissioner Butch met with Professor Melissa Ziobro from Monmouth University regarding a workshop in Oral History and conducting interviews
 1. Discussed quotes in transcription
 2. Thinking about storage and how to store these files
 - a. How will individuals access it?
 3. Offered to schedule a workshop in best practices in Oral History
 4. Will send HPC quotes for a half day seminar or a per-hour seminar
 - a. \$175 per hour for audio transcription
 5. Commissioner Butch and Commissioner Muhammad will report back next month regarding exact quotes
 - ii. Monmouth County Parks Design Shop
 1. Will receive a price quote for designing signs
 - iii. Hunter Research, Inc.

1. Can offer a design per hour with history research
 - a. Specifically for the St. James AME Church and Woodville
2. Possible Speakers and topics to consider
 - a. Ian Burrow - speak on Black History and the Sourlands and speak to Revolutionary War archaeology
 - b. Larry Kidder - Revolutionary War militia and agricultural history
 - c. Beverly Mills and Elaine Buck - extensive research on Black history and AME Churches in Hopewell
 - i. Commissioner Butch will report back next month with specific fees for speakers
- iv. Jane Meggitt
 1. Interesting in giving a lecture in the role of horses during the Revolutionary War and what it offered
 - a. Given that the Millstone community is heavily involved with horses
- v. Kelly Atkinson with Montford Point Marines Association
 1. Can speak on African American militia and all-black militias
 2. Commissioner Muhammad will make contact with him
- b. \$2,167 will be allocated for fabrication of 4 signs
- c. \$110 for archival boxes
- d. Has a total of \$7,000 to spend
 - i. Can possibly use some of the remaining money for cloud storage
 1. If Commission decides to use Google Drive and needs additional storage it is \$30 per year for 200GB or \$100 per year for 2TB
 - a. HPC will see what Professor Ziobro recommends
- e. Remaining money will be going to wayside signs

COMMITTEE REPORTS

1. NJ Heritage Tourism Grant
 - a. N/A
2. Historic Scenic By-ways
 - a. N/A
3. Oral History
 - a. N/A
4. Education
 - a. N/A

ANNOUNCEMENTS

- Commissioner Ragosa will share the Google Drive information and account to HPC members
- Monmouth County Historical Commission Meeting will be held at the Baird Homestead at 7:00
- As of January 1, 2024 Dr. Huss, Superintendent of Millstone Township Schools will resign

MOTION TO ADJOURN

- Having no further business, Commissioner Ragosa adjourned at 8:37PM. Commissioner Bruins second that motion in which the meeting was concluded.

NEXT MEETING

- November 16, 2023

Meeting Minutes taken by Historic Preservation Commission's Secretary, Grace A. Ragosa