



MINUTES
BOROUGH OF EMERSON
HISTORIC PRESERVATION
COMMITTEE

June 19, 2017

7:00 P.M.

Borough Hall-Council Chambers
Emerson, NJ 07630



I. Jill McGuire called the meeting to order at 7:05 p.m. and identified the emergency exits and requested all cell phones ringtones be turned off.

- Jill McGuire asked Emerson Resident Ed Bueti to lead us in the Pledge of Allegiance.

II. Roll Call

Linda Flynn called the Roll of the Emerson Historic Preservation Committee (“EHPC”).

Present: Jill McGuire, Phil Mazzo, Ann McElwain, Marie Castrovillari, Tony Basile, Frances Varoli, Owen Cassidy and Linda Flynn

Absent: Vincent Benanti

- Point of Order: Jill McGuire reminded committee members to be observant of those speaking and not to interrupt. She added our meetings are being recorded and have been posted on the borough’s website. If committee members would like to discuss items that are not on the agenda they should wait until the Reports section of the meeting to discuss.

III. EXCUSED ABSENCE OF HISTORIC PRESERVATION COMMITTEE MEMBER

■ **Motion** to excuse the absence of Vince Benanti from the Regular Meeting of June 5, 2017 was **moved** by Tony Basile, **seconded** by Phil Mazzo and carried unanimously.

• Jill McGuire will follow up with council liaison, Richard Worthington, regarding Vincent Benanti’s absences from the last several meetings.

IV. PROCLAMATIONS & CITATIONS

• Jill McGuire announced that there were no proclamations or citations.

V. APPOINTMENTS/RESIGNATIONS

• Jill McGuire stated, we will be addressing Oaths when we get to the New Business section of the agenda

VI. APPROVAL OF MINUTES

• Jill McGuire requested the approval for the minutes of May 15th 2017.

- Marie Castrovillari stated the following amendments be made to the minutes.

Suggested Amendments: Dwight de Stefan and Tony Marsico were referred to as Emerson residents. They are both former Emerson residents.

NOTE: Marie Castrovillari referred to correcting the minutes of May 15th. The statements regarding former Emerson residents, Dwight de Stefan and Tony Marsico are actually from the meeting of June 5th. The corrections were made to the minutes of June 5th.

■ **Motion** to approve the Minutes of the meeting of May 15, 2017 was **moved** by Phil Mazzo, **seconded** by Ann McElwain and carried unanimously.

- Jill McGuire requested the approval for the minutes of June 5th, 2017.
 - ▀ **Motion** to approve the Minutes of the meeting of June 5th, 2017 was **moved** by Ann McElwain, **seconded** by Frances Varoli and carried unanimously.

VII. UNFINISHED BUSINESS

- Jill McGuire stated she will submit the signed Social Media Policy to the Borough Administrator from those members of the Committee who have reviewed and signed off. She will also notate the names to the Borough Administrator of those who elected not to sign.
 - The following members have elected not to sign the policy. France Varoli, Marie Castrovillari, Ann McElwain and Tony Basile.
 - Jill McGuire will send new committee member Owen Cassidy a copy of the Social Media Policy.
- The following is a discussion of information we learned from the “Summer Kickoff”
- What we feel went well
 - Gallery/Photo Display
 - Cut Outs – Photos captured with younger residents, council members, Fire Dept members etc.
 - VIP’s – Former older Emerson Residents invited to the event.
- What we feel didn’t go well
 - All of our table items were overlooked because it appeared to be a seating area. Jill McGuire showed the committee a photo of what the Westwood HPC event table looks like.
 - Table set up is for presentation only.
 - Guest speakers should sit further behind not at the presentation table.
 - Name tags for future events.
- How we can improve moving forward?
 - Be better prepared for weather.
 - Follow up on access to the tables and chairs for events.
- Frances Varoli asked about the response to the questionnaires. Jill McGuire replied that due to the amount of people sitting at our Presentation table the questionnaires as well as the table were overlooked.

VIII. NEW BUSINESS

- Jill McGuire provided Linda Flynn and Owen Cassidy with their Oath’s.

IX. REPORTS

- Jill McGuire talked about EHPC’s photo assistance with Unity Bank. In return they have donated \$250. Dollars to the committee.
- A resolution was made on June 13, 2017, by the Mayor and Council for the EHPC. The Resolution states that Finance will be acting as the Treasurer for the EHPC.
 - Ann McElwain questioned, why don’t we have our own Treasurer? Jill McGuire replied, that this set up is going well and we can take a look at it again in 2018 but for now that’s what we are doing.
 - The good thing is the EHPC has a Dedication by Rider which means the budget carries over into the next year.
- Phil Mazzo suggested we invite our Council Liaison Richard Worthington to our next meeting so we can express concerns. Jill McGuire stated she has been updating Council Liaison Worthington with all committee questions and recent events.

- Jill McGuire updated the committee on her recent attendance at the Land Use Board and Mayor and Council Meetings. A review of the Master Plan is forthcoming. Jill asked Council Liaison Worthington to ask the council about their intent to add a historic element into the Master Plan. This will assist the EHPC in the capacity of advisory role to the Mayor and Council in designation of historic sites in our community which is listed as one of the committee's roles.
- Tony Basile gave a report related to the history of music. Specifically the recent appearance of The Dick Meldonian Band at the Emerson Junior/Senior High School. One of the members was a former Emerson resident. Tony will inquire further and update us at one of our next meetings.
- Tony Basile also commented on the articles he is tracking in local publications. He will be sorting and placing them in a book.
- Tony Basile suggested we look in to fund raising flyers featuring Emerson historic sites, similar to the flyers given out at the TD Bank. Tony will gather more information and get back to us regarding publishing and distribution. Suggested historic site could be the American Legion.

X.PUBLIC COMMENT

■ **Motion** to open the meeting to comments from the public was **moved** by Phil Mazzo, **seconded** by Ann McElwain and carried.

Ed Bueti, 91 Chestnut St., Mr. Bueti stated he thought the presentation of the EHPC at the "Summer Kick Off" was wonderful. It had an impact on the community even with the bad weather.

Mr. Bueti spoke about how the budget was handled when he was a member of the Shade Tree Commission. He mentioned the budget for the Shade Tree Commission was controlled by the CFO. Suggested we speak to our liaison so we can get a budget set up for next year.

■ **Motion** to close the meeting to public comment was **moved** by Phil Mazzo, **seconded** by Marie Castrovillari, and carried.

XI.RESOLUTION

NA

XII.ADJOURNMENT

■ **Motion** to adjourn the meeting at 7:52 p.m. was **moved** by Frances Varoli, **seconded** by Tony Basile and carried.