

**MILLSTONE TOWNSHIP HISTORIC PRESERVATION COMMISSION**  
**ZOOM MEETING and IN-PERSON MEETING**

**7:30**

**August 17, 2023**

**Meeting Minutes**

**CALL TO ORDER**

- This meeting was called to order by Commissioner Chair Butch at 7:38PM

**FLAG SALUTE**

**ROLL CALL**

- Attendees: Commissioner Muhammad, Commissioner Ragosa, Commissioner Butch, Commissioner Blackwell, Commissioner Onitiri
- Absent: Commissioner Castagliola, Commissioner Bruins
- Guest in Attendance: N/A

**APPROVAL OF MINUTES**

- Commissioner Ragosa sent out Minutes from May to July for review
- Minutes from May Meeting
  - Approval of the minutes with amendments was sent into motion by Commissioner Blackwell. Commissioner Butch seconded the motion, which all members then approved
- Minutes from June Meeting
  - Approval of the minutes with amendments was sent into motion by Commissioner Muhammad. Commissioner Onitiri seconded the motion, which all members then approved
- Minutes from July Meeting
  - Approval of the minutes with amendments was sent into motion by Commissioner Blackwell. Commissioner Onitiri seconded the motion, which all members then approved

**CORRESPONDENCE**

- 764 Perrineville Road
  - See "NEW BUSINESS" for details
- 64 Roberts Road

**COMMITTEE REPORTS**

1. NJ Heritage Tourism Grant
  - a. Patty from Hunter Research, Inc. (HRI) requested additional photographs of the 1-room and 4-room Schoolhouse
2. Preservation Grant for the Thomas Baird Homestead
  - a. The Township put forward this grant but FMTHRP is responsible for

- day-to-day monitoring
  - b. Repair work to siding is just about complete
    - i. Painting is next
  - c. Interim report was submitted by Commissioner Butch
    - i. Report was due at end of July
  - d. Plan is for the siding to be complete by end of 2023
- 3. Historic Scenic By-ways
  - a. N/A
- 4. Oral History
  - a. N/A
- 5. Education
  - a. N/A

### **NEW BUSINESS**

1. Tannery Easement Update
  - a. Easement will be called the “Barker Tannery Easement”
    - i. Name was given to the Township
  - b. Language for easement should be given to us next month
    - i. Language will be given to us for review
  - c. Want the area where ruins are protected and have public access
  - d. HPC wants to put a sign there describing the tannery and bark milling process
2. 764 Perrineville Road
  - a. Commission members visited the exterior of the home on August 8
  - b. Renter will provide commission with interior photographs and any history that has been written documenting the house
    - i. Will provide information and graphics that support the history of the house
  - c. Commission informed owner that process of going before the HPC is a 2 to 3 month process
    - i. Owner needs to allow that before demolition can occur
    - ii. Owner needs to request meeting with HPC
    - iii. Owner plans on demolishing home in about a year, so they will hold off on this process until it comes closer
3. 64 Roberts Road
  - a. Property went on the market
  - b. Commissioner Butch will contact the new owners to see if they are interested in preserving the historic house instead of demolishing it through a subdivision
    - i. Can there be a historic easement on the house?
4. Historic Inventory List Update

- a. Due to the confusion with the process to demolish historic resources in Millstone, Mayor Ferro asked if we could update the list to mark which resources have already been demolished
  - i. If a resource has been demolished, it will not be removed from the list, but marked as demolished and the date of demolition
    - 1. Objective is for Commission to find the property at a later date
  - ii. Commission will recommend that the Township hire an intern to do an update to the intensive-level survey of the Historic Inventory
    - 1. Time consuming process that the Commission cannot currently take on
- 5. 2024 Monmouth County Historic Preservation Grant
  - a. Phase II will focus on the side and rear for the siding on the Thomas Baird Homestead
  - b. HPC will provide the Township with a letter of support for this grant
    - i. Approval for writing a letter of support for this grant was sent into motion by Commissioner Ragosa. Commissioner Muhammad second the motion, which all members approved.
- 6. Sidewalk Grant
  - a. Kevin Abernathy would like to put in a grant to construct a sidewalk from Millstone Township Middle School to Wagner Farm Park
    - i. 2 crossing lights will be placed
      - 1. One will be placed at Thomas Baird Homestead so Middle School children can cross the road to easily access the Baird Homestead for future activities
      - 2. One will be placed in front of Wagner Farm Park
        - a. Desire for Middle School students to access the facilities at Wagner Farm Park
  - b. HPC will provide a letter of support for this grant
    - i. Approval for writing a letter of support for this grant was sent into motion by Commissioner Ragosa. Commissioner Onitiri second the motion, which all members approved.
- 7. Prioritization for Commission Projects
  - a. Oral History should be the focus due to the time sensitivity
  - b. Robert Scott will be focusing on formatting the Chapter Books getting it ready for the publisher
- 8. Interview for New Commission Member
  - a. Commissioner Onitiri and Commission Butch, with committee liaison need to interview with a potential new members for the Commission
- 9. Clarksburg Cultural Center Update
  - a. The exterior of the building is nearly finished

- b. Currently working on heating and plumbing
  - c. Commissioner Butch will order the fix-it and bicycle pump for the side of the building
  - d. Parking has not been done yet
10. Possible Education Session
- a. Want to do a session to focus on where to find sources, where to save sources, how to document sources
    - i. Commissioner Ragosa will hold an information session at next month's meeting

### **ANNOUNCEMENTS**

- Millstone Day 2023
  - September 12 beginning at 12:00 pm at Millstone Park
  - Setup will happen around 11:00 am

### **MOTION TO ADJOURN**

- Having no further business, Commissioner Ragosa adjourned at 8:59PM. Commissioner Blackwell second that motion in which the meeting was concluded.

### **NEXT MEETING**

- September 21, 2023

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