

MILLSTONE TOWNSHIP HISTORIC PRESERVATION COMMISSION
ZOOM MEETING
7:30
September 21, 2023
Meeting Minutes

CALL TO ORDER

- This meeting was called to order by Commissioner Chair Butch at 7:37 PM

FLAG SALUTE

ROLL CALL

- Attendees: Commissioner Muhammad, Commissioner Ragosa, Commissioner Butch, Commissioner Onitiri, Commissioner Bruins
- Absent: Commissioner Castagliola, Commissioner Blackwell
- Guest in Attendance: Doreen Polhemus, Township Historian and Patricia Madrigal, Vice-President and Publications Director from Hunter Research, Inc.

CORRESPONDENCE

- Commissioner Butch sent Commissioner Ragosa information regarding when grants will be announced
 - Commissioner Ragosa distributed this information to other commission members

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

NEW BUSINESS

1. Hunter Research, Inc. Update
 - a. Graphics for Clarksburg School sign were sent to graphic designer for mock-up design
 - b. 2 options were given
 - i. Both options have same color scheme, same words, same graphics, but just arranged differently
 - ii. Designs will be emailed to Commissioner Butch for Commission approval

- iii. Need all signs to look like they are related
- iv. Commission needs to focus and review 2 things in regards to signs
 - 1. Commission to review the content
 - a. How do we like the content in terms of images, heading, topics covered...etc.?
 - 2. Commission to review the design
 - a. Do we want to use a different color scheme, different layout...etc.?
- v. All participatory members of the signs need their logos.
 - 1. HPC to give HRI a black Township logo, rather than gray
 - a. Gray logo is hard to see
- c. Signs would be NPS cantilever 24x36 signs to be put in front of municipal buildings.
- d. The stand-up signs will be at Baird Homestead and Municipal Building.
 - i. The stand-up signs will have the same 2 panels
 - 1. 1 informative panel about homestead or ccc
 - 2. Map of Township of some historic sites with additional information
- e. HPC will discuss location of sign, size of sign and how it relates to budget
- f. HRI needs to know the Commission's topics for the signs, location of signs and general thoughts on layout
 - i. HPC will schedule a follow-up meeting with HRI next week
- 2. Location of Signs and Content from Hunter Research, Inc.
 - a. 3-sided sign
 - i. 1 at Baird Homestead
 - 1. Content will be Baird family, Woodville village origin, agriculture
 - a. At Baird, will have information about Woodville and how village came amount
 - ii. 1 at Municipal Building
 - 1. Content will be Clarksburg villages, 4-room schoolhouse and taverns
 - b. Wagner Farm Park
 - i. Content will be discussion of Woodville community and St. James AME Church
 - ii. History of village, how it started, founding families, Catherine Conover, deeds showing land bought from Bairds
 - c. Millstone Park
 - i. Content will be discussion on agriculture
 - d. Veterans Park

- i. Content will be discussion on Millstone during Revolutionary War
- 3. Location of Signs and Content for Additional Signs
 - a. Barker Tannery Easement
 - i. Discussion of mills and tannery
 - b. Perrineville Lake Park
 - i. Discussion of mills
 - c. Charleston Springs Park
 - i. Discussion of taverns along stagecoach routes
- 4. Presentation on Resource Storage and Accessibility
 - a. Topics covered by Commissioner Ragosa were:
 - i. How documents could be digitally stored
 - ii. How does Google Drive operate
 - iii. Future uses for Google Drive
 - 1. How to acquire more storage if necessary
 - iv. Helpful resources
 - 1. Historicaerials.com
 - 2. The Story of NJ Civil Boundaries, 1606-1968
 - 3. Google Books
 - 4. Newspapers.com
 - b. Commissioner Ragosa will create a table for helpful resources, maps and other databases
 - c. Commissioner Ragosa will give permission to the Drive to all Commission members
- 5. Hosting Monmouth County Historic Preservation Commission Meeting
 - a. October 23, 2023 at the Thomas Baird Homestead
- 6. Budget
 - a. HPC currently has \$3,889 in our account that needs to be spent
 - i. Priorities of how to spend the money
 - 1. Oral history consultant
 - 2. Speaker for Clarksburg Cultural Center
 - a. 1 or 2 speakers
 - i. Speaker to discuss equine history
 - 3. Hire Monmouth County Parks graphic designer for 4 additional signs
 - 4. Business cards
 - a. Specific one for Commissioner Butch and general one for other members
 - ii. Commissioner Ragosa made a motion to approve spending the remainder of the 2023 budget on the 4 categories listed above. Commissioner Bruins second the motions, which all members approved.

7. Thomas Baird Homestead Update
 - a. Painting on the siding is just about done

ANNOUNCEMENTS

- Millstone Day 2023
 - September 10 at Millstone Park
 - Begins around 12:00 pm, but set up at 11:00 am
- Monmouth County Historic Preservation Meeting
 - October 23 at Thomas Baird Homestead
 - Begins around 7:00 pm

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

- October 19, 2023

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