



THE  
PAULSBORO  
HISTORIC  
PRESERVATION  
COMMISSION

PAULSBORO HISTORIC PRESERVATION COMMISSION MEETING  
BOROUGH OF PAULSBORO

AGENDA

Thursday, February 17, 2022 – 7:00 PM  
Virtual via Zoom

Join the Zoom meetings at:

<https://us02web.zoom.us/j/84328306825?pwd=OFhCczZkVzRRbnpUbTI5SGRERW41UT09>

Dial in +1 929 205 6099

Meeting ID: 843 2830 6825

Meeting Passcode: 467603

**Points of Order:**

**A. Notice of the meeting**

Notice of this meeting was submitted for publication to Courier Post and posted on the Borough website.

**OPEN PUBLIC MEETINGS ACT STATEMENT**

*This meeting is convened in accordance with the provisions of the Open Public Meetings Act of New Jersey (N.J.A.C. 5:39-1.1-1.7 AND P.L. 2020, C. 3). Let the official Minutes reflect that adequate notice of this meeting has been provided by publishing a notice in the Courier-Post newspaper, and thereafter posting same on the Borough Hall bulletin board for such notices, and filing same with the Borough Clerk. The meeting dates have also been posted on the Borough web page.*

**B. Roll call**

*Members:* Jennifer Maden, Eric Singleton, Melissa Lexa, James Pratz, Marc Kamp, Abbie Kidd, and Walter Quint

*Consultant:* Vincent Caliguire, Community Liaison, New Jersey Department of Environmental Protection

*Council Liaison:* Jennifer Turner, Chairperson of the Borough's Public Property Committee

**C. Approval of Meeting Minutes**

Review and approve minutes from 1/20/2022 meeting.

Informational: See [PHPC-meetingminutes from 1/20/22](#)

**D. Opening of the floor for members of the public in attendance**

At this time, members of the public may address the Paulsboro Historic Preservation Commission on any topic included in this agenda document.

**E. Status on Historic Preservation Plan Element, Land Use Board, and Master Plan**

Marc Kamp is the liaison between the Historic Preservation Plan Element and the Paulsboro Land Use Board.

Informational: Our goal is for the Land Use Board to include the Historic Preservation Plan Element in the Municipal Master Plan.

**F. Status on Establishing a Banking Account for PHPC**

Walt Quint will provide guidance on this action item and related logistics.

Informational: In order to effectively begin fundraising, PHPC will need, at minimum, a bank account.

- Walter Quint has been coordinating with Susan Jacobucci, Administrator for the Borough of Paulsboro, to close the banking account for the Fort Billingsport group (now defunct) and transfer the approximately \$2,300 balance into a new account for PHPC.

**G. Status on Windshield Survey**

James Pratz is leading early stage efforts for this initiative.

Informational: Goal: to perform an informal survey of historic sites by driving around the Paulsboro area and recording observations, with data providing background and context for the Tour of Historic Paulsboro.

#### H. **Status on Tour of Historic Paulsboro**

James Pratz is leading early stage efforts for this initiative.

Informational: Goal: to capture and build core content (photos, narrative, etc.) to showcase key historic buildings, structures, sites, and locations of interest to residents and visitors.

#### I. **Status on Website for PHPC as a component of <https://paulsboronj.org/>**

Jennifer Maden is this initiative with support from Walter Quint.

Informational: Goal: create a central web-based location for public-facing content for PHPC. Early stages will include key and core content (e.g., organizational description, meeting dates and Zoom login details, reports, articles on historic Paulsboro, etc.). Future stages will link to third party sites, e.g., social media presence for PHPC, digital apps and websites for travelers, etc.

*Action Items in Progress:*

- Stage 1 is complete thanks to technical assistance from Teresa Colanero
- Stage 2 will include some additional organization of resources listed, e.g., begin to categorize, nest, stack, etc., for easier navigation.
- Feedback requested from PHPC members, see: <https://paulsboronj.org/boards-groups/historic-preservation-commission/>

#### J. **Status on Creekside Park**

Jennifer Maden is leading early stage efforts for this initiative.

Informational: Goal: to collaborate with Martin Kimmel and Matt McQuaide of Kimmel Bogrette (the Architecture firm that led the Gill Memorial Library expansion) to generate a concept design that includes hardscaping, native plantings, and social seating to encourage community members and guests to visit, relax, and enjoy the park-like setting.

*Action Item in Progress:*

- Jen and Matt had a kickoff meeting 2/11/22
- Five stage process with typical 3-month timeline:
  - 1) meet stakeholders to gain insights on project mission and goals,
  - 2) investigate site conditions, opportunities, challenges, constraints, variables, etc.,
  - 3) establish a program, e.g., the research and decision-making process that identifies the scope of work to be designed, how the site is intended to be used such as structures, seating, picnic tables, etc.,
  - 4) creation of site plan for use in master plan, fundraising, grant applications, etc.,

- 5) prepare a budget for all phases, e.g., fees for permits and design, materials and labor cost, etc.
- Next steps:
  - Determining pro bono vs. associate costs with Kimmel Bogrette
  - Jen will coordinate with Kimmel Borgette on providing content for review (e.g., vision on Creekside Park and related Wish List items), brainstorming on components to be included in the site plan, and on when to set up a meeting for more stakeholders from PHPC to join the collaborative discussions.
  - Jen will reach out to South Jersey Land & Water Trust for potential collaboration once we are further along with Kimmel Bogrette.
    - [SJL&T](#) is a non-profit 501(c)(3) conservation organization that works to protect and preserve the land and water resources of southern New Jersey. See Oldmans Creek Preserve ([OCP](#)) and [other](#) projects.

**K. Status on Showcasing the Value of Historic Preservation**

Walter Quint is leading early stage efforts for this initiative.

Informational: Goal – Preservation enhances real estate values and fosters local businesses, keeping historic main streets and downtowns economically viable. Heritage tourism is a demonstrable economic force, evident in places that have been preserved their historic character. Generating content to showcase the value for Paulsboro will support funding initiatives regarding grants, donors, government sponsored programs, etc. Audience members also include Paulsboro area citizens, Greater Paulsboro Chamber of Commerce, Borough Council, Paulsboro Public Schools, etc.

*Action Items in Progress:*

- PPT deck to present historic Paulsboro to groups like the Chamber of Commerce, Senior Citizens, School Administration, etc. PHPC team member input is welcome and encouraged, please see [Historic Paulsboro - An Extremely Rough Draft -2-8-2022](#)
- Preliminary nomination and application materials in development for the Paul House and Native American Encampment to be included on the NJ and National Registers of Historic Places.

**L. Status on Prioritization of “Wish List” items in overall project plan**

Collaborative effort being led by Marc Kamp, Jennifer Maden, and Eric Singleton for early stage efforts for this initiative; input from full PHPC members welcome and encouraged.

Informational: Goal – Solicit “wish list items” from full working group of all commission members, and potentially select community members, to drive additions and prioritization in 5-Year Historic Preservation Plan. Prioritize projects based on cost, appeal, difficulty, and desirability.

*Action Items in Progress:*

- PHPC team member input is welcome and encouraged, please see [PHPC - Wish List Items for 5-Year Plan 2.14.2022](#)

**M. Grant Opportunities**

Vincent Caliguire is leading the initiative from a perspective of available opportunities via state programs relevant to his professional role.

Informational: Goal – Gain an understanding of potential funding through government channels and other sponsored channels that can inform other relevant initiatives that will ultimately contribute to securing and/or require funding sources.

Key areas of focus for grant opportunities: environmental remediation, environmental justice, capital and infrastructure, site management, tourism, conservation of materials, educational initiatives, and research projects, etc.

*Action Items in Progress:*

- Two opportunities to review for consideration (Walter Quint and Jim Pratz):
  - [Preservation Assistance Grants for Smaller Institutions](#)
    - Preservation Assistance Grants help small and mid-sized institutions — such as libraries, museums, historical societies, archival repositories, cultural organizations, town and county records offices, and colleges and universities — improve their ability to preserve and care for their significant humanities collections. These may include special collections of books and journals, archives and manuscripts, prints and photographs, moving images, sound recordings, architectural and cartographic records, decorative and fine art objects, textiles, archaeological and ethnographic artifacts, furniture, historical objects, and digital materials.
  - [CAPES: Caucus Archival Projects Evaluation Service](#)
    - A special program of the NJ Caucus of the Mid-Atlantic Region Archives Conference (MARAC), made possible by a grant from the NJ Historical Commission, Department of State. Provides small local libraries, archives, historical societies, agencies, and other non-profit private organizations with assistance from professional archivists in evaluating, organizing, and preserving their archival materials. The records under consideration must relate to the history of New Jersey.
- Suggested new Action Item:
  - Begin to capture ideal opportunities, in particular those that are annual, cyclical, recurring, etc., and map out in a matrix that tracks timing and key

content needed. This would help us build toward early grant efforts as well as longer term operationalizing of grant seeking processes.

#### **N. Old Business**

Informational: The following initiatives are priorities for the Historic Preservation Commission to be added to our agenda and action items in next stages as they build on early stage initiatives in progress. We will ultimately seek members of the Commission to chair committees charged to lead each project.

- a. Create a budget
- b. Seek grant funding
- c. Develop a social media presence
- d. Generate ideas on attracting business and visitors: Consider ideas on how to attract business to Paulsboro that might coordinate or facilitate with the goals of the PHPC, e.g., dining and commerce that would appeal to out-of-town visitors, with the intention of coordinating with the Chamber of Commerce in drawing such business.
- e. Develop 5-Year Historic Preservation Plan
  - i. Collaborative effort being led by Marc Kamp, Jennifer Maden, and Eric Singleton for early stage efforts for this initiative; input from full PHPC members welcome and encouraged.
  - ii. Informational: Goal – Map out key points including goals, objectives, strategies, and milestones for the overall vision and mission of PHPC over the next five years. This effort will draw directly from the “Wish List” noted in Agenda.
- f. Other

#### **O. New Business**

#### **P. Opening of the floor to members of the public in attendance**

At this time, members of the public may address the Paulsboro Historic Preservation Commission on any topic under the jurisdiction of the Commission.

#### **Q. Adjournment**