

**WARREN COUNTY BICENTENNIAL
CULTURAL & HERITAGE ADVISORY BOARD**

500 Mt. Pisgah Avenue
Oxford, NJ 07863

**MINUTES OF THE MEETING OF
June 20, 2023**

CALL TO ORDER:

Ms. Rapisardi called the meeting to order at 5:04 PM

ROLL CALL:

Members Present: Laurie Rapisardi, Charles Fineran, Jane Primerano, Mark Young, Rick Gardner, Karin White (left at 6:45)

Staff Present: Corey Tierney, Gina Rosseland, Jennifer Correa-Kruegel, Dennis Austin (arrived at 5:08 PM), Art Charlton, Holly Luberto (left at 5:45 PM)

Minutes: The April 28, 2023 minutes were reviewed. Mr. Fineran motioned to approve the meeting minutes. Mr. Young seconded. Ms. White requested her name be added to the "members present". Minutes approved.

PUBLIC COMMENT-

Mr. Kestin from JamFam Productions submitted his estimates for upcoming events (Winter Wonderland and Community Day Carnival. He invited the board to ask any questions regarding the estimates or his business. Mr. Kestin did note that the prices in the estimate could fluctuate since the events are two years away.

Mr. Kestin is a general contractor who works with 150 bands and provides full-stage production, activities, and other event planning. Mr. Kestin advised the board to make changes to the estimates as they wish. Ms. Ciesla requested local breweries and wineries be contacted as vendors and provide the kids rides for free. Mr. Kestin advised they would need a separate theatre for the band if they plan to charge the band separately. The board would like to plan a raindate for the summer event. He pointed out that if the board had a rain date for the event, the cost would go up for that as well by about 50%.

Inquiries were made about staff provided and time blocks which Mr. Kestin does provide for 3-4 hours. Mr. Kestin inquired as to how many people they anticipate attending. The board predicted at least 10,000 people or more. Mr. Kestin will work within the budget the board determines.

Mr. Charlton inquired as to upcoming events that the board could attend to see what JamFam Productions does. Mr. Kestin said that there is the 4th of July celebration in Livingston from 9 AM to 10 PM and Lopatcong Community Day the last weekend in August.

Mr. Kestin confirmed that he makes sure that the insurance is handled and health inspections are arranged.

There was further discussion regarding having pony rides, a petting zoo, sand art, and face painting among other activities. Marketing can also be included. Mr. Kestin explained the payment would be an initial 25% of the total and then payments made leading up to the event.

Mr. Kestin thanked everyone for their time and told them to call with any additional questions they might have. Mr. Kestin left at 5:48 PM.

CORRESPONDENCE- none.

OLD BUSINESS

BOOK:

Ms. Rosseland spoke with Brenda Higgins who has worked on books and has agreed to help Ms. Rosseland. Examples were handed out. It will be under 100 pages and soft-covered. Concerns regarding copyright regarding the use of pictures that are not original or the owners are not known were brought up. It was recommended to talk to the surrogate. It was pointed out that any photos over 170 years old were considered public domain.

Ms. Rosseland advised the board that Tom Drake is no longer doing publishing and will not be able to assist with the book.

WEBSITE:

Ms. Rosseland is currently updating the site with thousands of articles from the Second Presbyterian Church and is almost ready to publish. She will continue to update as she reads through the articles.

HISTORIC MARKERS:

Ms. Rosseland reported that Washington BID submitted their application for the sign. Harmony and Hope are to be completed by December. She will send out another email at the beginning of July that the application deadline is coming up at the end of August.

Ms. Rapisardi said that a number of historical societies from various towns were interested. Historic societies can apply as long as there is a letter of permission from the towns.

OUTREACH EVENTS:

Mr. Tierney advised the board that 6 table runners were ordered and received along with wooden nickels and sticker samples. If the board approves we will order more and put together packets for anyone interested in hosting a table at an event.

Ms. White requested materials to provide for Blairstown Historic to distribute for their 4th of July event at Footbridge Park.

Ms. Rapisardi brought up the board needing to divide working tables at upcoming events. Mr. Gardner said that there is a parade in Washington Twp for 4th of July.

Mr. Tierney inquired about t-shirt samples. Not enough to have available for the same day. Ms. Rapisardi recommended creating posters that show the shirts and other merchandise with a QR code on them for purchase.

Ms. Rosseland reminded the board that there needs to be a kid's activity offered for National Night Out with is on August 1 at different times and in different townships. Various ideas for kid's activities were discussed. A coloring book was determined to be the best idea. Mr. Tierney asked how much should be made available at each event. The board requested 200 of everything with handouts. Ms. Rapisardi will work on rack cards that advertise the Bicentennial events and a poster.

National Night Out Event responsibilities:

Belvidere- Mark Young
Blairstown- Karin White
Hackettstown- Laurie Rapisardi
Mansfield- Jane Primerano
Phillipsburg- Lori Ciesla
Washington Twp- Gina Rosseland

Ms. Rapisardi requested a car or wagon to have in the 4th of July parade in Washington Twp.

July 22, 2023, 2 PM Event-

Ms. Rosseland will reach out to the historic groups. The bubble guy and balloon arch will be ordered again. An ice cream truck was requested to make the ice cream free for kids. Hire a face painter volunteer. Mr. Charlton said that the food and band have been booked. There is a rain location inside the Presbyterian Church. They are working to get a gazebo in the park by that date.

Roaring 20's October 21, 2023 Event-

A date was secured for Rutherford Hall from 6 PM – 10 PM and will be charging \$150 a person. The Drew Nugent band. Ms. Rapisardi also recommended dancers, people in costume, caterers with drinks stilt walkers, and silent auction. Glassware souvenirs It is anticipated that 125 or so for the event. The sub-committee with Ms. Rapisardi, Mr. Young, Ms. Primerano, and Ms. White will meet regarding the event.

Mr. Tierney inquired if the board wanted to use JamFam for the WinterFest and the Main event in the summer of 2025 or just one of the events. After discussion, the board made a motion to not use JamFam for the Winter Wonderland with Mr. Gardner first and Ms. Primerano second. All in favor. A motion to recommend to the County Commissioners to enter into a contract with JamFam Productions for the Warren County Community Day Event was made with Ms. Rapisardi first and Mr. Fineran second. All in favor.

Mr. Young inquired about participation in Victorian Days in Belvidere. Mr. Charlton will look into it.

Notes from Ms. Rosseland:

Ms. Rosseland reviewed her notes. She said that Hackettstown Historical Society has offered to Shippen Manor an 1828 Daybook for a store in Oxford (not sure which) that was privately owned by Joseph & William Dusenberry ("Dusenberry's Folly" of Port Colden fame). They received it as part of a large donation from the son of the late Len Frank, a Hackettstown resident and collector of historical memorabilia. I have asked to see it in person. I will then report whether or not it is interpretable for the museum. If not, I will suggest Hackettstown offer it to the County Library (Belvidere branch has a local history room).

The Round 2 CHPP Grants are in review. She will have a meeting with the panelists the first week of July.

Notes from Mr. Austin:

Mr. Austin reported on the BalloonFest on June 2, 3 and 4 at Warren County Community College. The wind was too much so they provided tethered rides. The event was supported with music and strolling musicians. They will be doing a second one in Fall.

Sunday, June 18 was the first concert for the Summer Concert Series with 130 people and 5 dogs for The Lost Ramblers.

Finished setting up the Senior Art Show with the reception happening this Friday with a photographer there to take pictures of the art and artists.

519 days until November 20th and the anniversary.

Adjournment: There being no further business, the next meeting is July 18, 2023, Ms. Rapisardi adjourned the meeting at 7:11 p.m. Motion carried.

Respectfully Submitted,
Jennifer Correa-Kruegel, Park Naturalist