

**WARREN COUNTY BICENTENNIAL  
CULTURAL & HERITAGE ADVISORY BOARD**  
500 Mt. Pisgah Avenue  
Oxford, NJ 07863

**MINUTES OF THE MEETING ON  
August 19, 2025**

**CALL TO ORDER**

Mr. Fineran called the meeting to order at 5:05 PM.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Members Present:** Charles Fineran (left at 6:00 PM), Karin White, Jane Primerano, Alex Ibarra, and Richard Gardner (arrived at 5:09 PM)

**Members Absent:** Mark Young and Laurie Rapisardi

**Staff Present:** Gina Rosseland, Olivia Stettler, and Commissioner Lori Ciesla

**Staff Absent:** Art Charlton

**INTRODUCTORY STATEMENT**

Mr. Fineran read the opening statement.

**MINUTES**

The June 10, 2025 meeting minutes were reviewed. Ms. White made a motion to approve the minutes, seconded by Ms. Primerano. All voted in favor. Minutes were approved.

**PUBLIC COMMENT**

none

**CORRESPONDENCE**

none

**OLD BUSINESS**

**COUNTY MUSEUMS / CHPP GRANTS:**

Ms. Rosseland reported that she received notification of the state County History Partnership Program (CHPP) grant awards for the next cycle (2026-2028). The award is for \$23,923.00 for fiscal year 2026, which is \$3,000.00 less than this current year.

Since the State of New Jersey requires Warren County to implement General Operating Support (GOS) component to the CHPP grant, Ms. Rosseland reached out to the other counties to see how they incorporated GOS and if they required matches (cash or in-kind). Ms. Rosseland reported that while some counties do require matched funds for GOS, others do not. Ms. Rosseland explained her proposal for a graduated match system for the CHPP 2026 GOS grant. The CHPP 2026 Project grant, however, will not require a match. She then asked the board for feedback and discussion.

Mr. Fineran stated that the match requirement could be prohibitive for organizations that are low on volunteers to count toward the match. Ms. Rosseland clarified that the match is for GOS only, not for the Project grants. There was discussion about further clarification of the difference between GOS

and Project grants, and how a required match would affect GOS grantees. In reaching out to other counties, Ms. Rosseland received information regarding if they require matches and if they are composed of a percentage (50% and under) of cash and/or in-kind contributions.

Mr. Fineran asked how the amount of money in the budget for each county is awarded by the State. Ms. Rosseland explained that the larger counties with higher populations tend to have more groups that apply for grants, and therefore receive more funding. Mr. Fineran asked if the addition of the GOS option for the CHPP grant will make a lot of extra administration work for staff. Ms. Rosseland answered that once this system is established, it should not significantly increase the administrative work.

Ms. White stated that she liked the idea of the match system as it ensures that grantees are serious and responsible with their funds, and they are not solely relying on the county funding. She also stated that she does not want this new system to create additional work for staff. Ms. Rosseland mentioned that a new clerk would be starting in her division, which should help with managing any additional tasks regarding the grant(s).

Ms. Rosseland suggested that if the GOS matches are implemented for 2026, that they can be assessed and possibly modified for 2027 and 2028, as needed. Mr. Gardner stated that he likes the match plan and that it will hopefully encourage the municipalities to support their organizations while encouraging the organizations to show more fiscal responsibility.

Ms. Rosseland also asked the board if they would be willing to create a subcommittee to exclusively work with her on any amended changes for the CHPP 2027 grant pertaining to the GOS grant and they agreed that it would be revisited in 2026.

Mr. Gardner made a motion to approve the plan presented for the CHPP 2026 grant, seconded by Ms. White. All voted in favor, motion was passed.

## **NEW BUSINESS**

### **REVIEW AND APPROVE ADDITIONAL FUNDS (CHPP 2025):**

Ms. Rosseland summarized the proposed allocation of additional funds to current CHPP 2025 regrantees that have already completed the approval process. CHPP 2025 funds of \$8,096.00 to be allocated to the re-grantees based on need and project with the initial offer of \$2,024.00 by Ms. Rosseland. The funds awarded will be added to their original grant monies. The four regrantees, Hope Historic Preservation Commission, Hope Historic Society, Knowlton Township Historical Commission, and Rutherford Hall Foundation requested additional funds.

Mr. Gardner asked for clarification that there will be no additional regrantees. Ms. Rosseland answered that there will be no additional regrantees, and no second round.

A discussion regarding recusals was brought up prior to the motion to approve. There was discussion with Commissioner Ciesla about whether members of the advisory board needed to recuse themselves if they are just setting up the plan for the commissioners to vote on. Commissioner Ciesla decided that all members were able to vote on this motion.

Mr. Gardner made a motion to approve the additional funds, seconded by Mr. Ibarra. All voted in favor, motion passed.

The remaining monies will be used to pay a conservator to hold two in-person workshops for the regrant organizations. These will occur on August 29 and September 5, 2025.

### **BICENTENNIAL CELEBRATION FESTIVAL**

Ms. Rosseland thanked the board members for their participation in the Bicentennial Event on June 28, 2025.

Ms. Rosseland asked the board what should be done with the t-shirts that were left over from the event and suggested that perhaps a tent be set up at Shippen for the History Trail Day (Sunday, November 2nd) in order to sell Bicentennial T-shirts, suggesting there should be more than one person in the tent that day. Ms. Primerano volunteered to staff the T-shirt table at Shippen as well as possibly Mr. Ibarra.

Ms. Rosseland then mentioned the stemless wine glasses with the Bicentennial logo that were for sale at the Bicentennial Event. Commissioner Ciesla agreed to sell wine glasses at the Tavern Talk, which is scheduled for Sun., September 7th and is a part of the NJ Semiquincentennial (250th).

Ms. Rosseland asked for board approval to throw out the candy purchased for a cancelled event three years ago as it was most likely expired. All agreed that it could be thrown out.

Ms. Rosseland asked for feedback and observations regarding the Bicentennial Event from the board members. Overall, the board members were pleased with the event and the attendance.

Mr. Fineran left at 6:05pm.

Ms. White mentioned that the police presence was very robust. Commissioner Ciesla explained the need and purpose for law enforcement at the event.

The board also discussed how well the fireworks were received as well as a great job that the maintenance and road crews did in the set up and breakdown of the event. Commissioner Ciesla suggested a letter to be sent to donors and volunteers, thanking them for their contributions to the event.

Ms. White asked if there was a final cost for the event yet. Commissioner Ciesla answered that there was not a final cost calculated as yet.

### **PUBLIC COMMENT** (open)

None.

### **NEXT MEETING**

The next meeting will be held September 16th, 2025.

### **ADJOURNMENT**

Mr. Gardner made a motion to adjourn the meeting, seconded by Ms. White. All voted in favor. Meeting adjourned at 6:16 PM.

Respectfully Submitted,

Olivia Stettler  
Clerk, Land Preservation Dept.