

**Township of Verona
Historic Preservation Commission**

**Meeting Minutes
November 16, 2017**

1. Call to order

Chairman Glenn Houthuysen called the meeting to order at 7:34 pm.

2. Statement of compliance

Chairman Houthuysen advised that notice of the meeting was published pursuant to the requirements of the NJ Open Public Meetings Act.

3. Roll call of members

- Glenn Houthuysen (Chairman)
- Steve Chait
- Jane Eliasof – excused
- Joe Hallock
- Jack McEvoy
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 9-14-17 meeting

The meeting minutes from the September 14 meeting were reviewed and accepted into the record.

5. Old business

- a. Plaques for locally designated landmarks. VUMC and Freight Shed.
 - Discussed plaques materials and size
 - Discussion about the size and material
 - a. 8 x10 – Bronze \$396, Aluminum \$236
 - b. 12 x14 – Bronze \$692, Aluminum \$388
 - National Landmarks plaques are 8 x 10
 - Did not hear from Johnathan Kinney regarding plaques.
 - Ms. Smith will reach out to Ms. Eliasof regarding size and materials.
- b. FAQs on Historic Preservation
 - Chairman Houthuysen distributed information from other communities that could be used as a template within Verona for educational purposes.
- c. Preservation in Practice workshop will be repeated in March 2018. Location TBD.
- d. Class A member replacement.
 - Continuing with search for someone knowledgeable in building and building practices.
 - Placing an ad in the paper, town website and myveronanj.com are possible

6. New Business:

- a. Verona Township Council Liaison

- Jack McEvoy is the new Verona Historic Preservation Commission liaison.
The commission welcomes Mr. McEvoy.
 - b. The Verona Historic Preservation Commission should plan on presenting the survey to the Town Council.
 - c. Designations
 - White Rock should be the next designation.
 - No update on 42 Martin Road
 - d. VHPC officers
 - Officers will continue in their current positions for 2018.
 - e. Workshops
 - In person and web based training discussed.
 - f. VHPC FAQs should be added to the website.
7. **Other business:** There was no other business.
8. **Public participation:** There was no public participation
9. **Adjournment:** Chairman Houthuysen adjourned the meeting at 8:25 pm. The next meeting is to be held on January 18, 2018.