

**Township of Verona
Landmarks Preservation Commission**

**Meeting Minutes
January 15, 2015**

1. Call to order

Chairman Glenn Houthuysen called the meeting to order at 7:37 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)
- Ben Blinder
- Jane Eliasof
- Cyndi Hawkins - absent
- Pat Hynes
- Michael Nochimson – absent
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 11-20-14 meeting

The meeting minutes from November 20, 2014 were reviewed and accepted into the record.

5. Old business

- a. Officers of the VLPC slated to remain the same for 2015.
- b. Town survey: Chairman Houthuysen and Vice Chairman Eliasof will reach out to those with interest (as well as those with current proposals) in conducting the survey over the next few weeks.
 - Intensive vs. Comprehensive: Due to the fact that we do not have a state grant there is no need for an Intensive survey.
 - Current proposals include:
 - Keystone: \$18,500 for an Intensive Survey
 - TBR: \$9,400 for a Comprehensive Survey
 - Fall and/or winter are the best time to conduct the survey as there is greater visibility. This would also allow time for public education about the survey.
 - Historic maps that are available:
 - 1934 Sanborne map as well as the 1904 and 1906 maps.
- c. Town Council Report: Chairman Houthuysen posited the report to the VLPC website.

- d. Preservation in Practice follow up: Mr. Blinder offered that he and Chairman Houthuysen would meet with Joe Martin to discuss the information he gathered and how to implement those suggestions in Verona. Mr. Blinder would also reach out to Councilman Nochimson
 - Attorney: the VLPC could use the township attorney and this will be discussed with Mr. Martin.
 - Change of name to Historic: In the township ordinance the VLPC is designated as the “Landmarks Preservation Commission.”
 - The Ordinance also states the need for consent by the owner of an identified potential landmark (Section 150 – 15.10)
 - Publishing agendas and documents on the township website.
 - Binders for commission members that should include Janet Foster’s survey, a copy of the ordinance and other pertinent reference information among other documents TBD.
- e. Kip’s Castle: Not able to confirm at this time if this will be available for meetings or for storage.
- f. Email address for the commission and discussion of possibly using Google Drive to hold commission information.

6. New Business

- a. Annin: still on the agenda. Chairman Houthuysen will reach out to Councilman Nochimson to reassess interest.
- b. 2015 Budget:
 - VLPC members reviewed the proposed budget with consensus that this was appropriate.
 - Chairman Houthuysen will reach out to Councilman Nochimson on the budget as well as other topics noted at this commission meeting.
- c. CLG (Certified Local Government) Report is due in March.
- d. Montclair Historic Preservation Commission.
 - Suggested that the VLPC plan to attend one of their meetings this spring. Ms. Smith will look into the dates.
- e. Reassignment to VLPC: If anyone’s term is close to expiration then we will need a resolution and vote from the town council. Chairman Houthuysen will reach out to Mr. Martin.
- f. Vice Chairman Eliasof will be giving a talk at the NJ History & Historic Preservation Conference in Mt. Laurel, June 2015. The subject will be the Reinterpretation of the Crane House by the Monctclair Historical Society.

7. **Other business:** There was no other business.

8. **Public participation:** No members of the public were present.

9. **Adjournment:** There being no public participation, Chairman Houthuysen adjourned the meeting at 8:25 pm. The next meeting is to be held on March 19, 2015.

Submitted by S. Smith, secretary