

**Township of Verona
Landmarks Preservation Commission**

**Meeting Minutes
May 21, 2016**

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
- Steve Chait
- Jane Eliasof - excused
- Pat Hynes
- Michael Nochimson - excused
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 1-21-15 and 3-10-16 meetings

The meeting minutes from the January 21st and March 10th meetings were reviewed and accepted into the record.

5. Old business

a. Newspaper notifications

- Town Hall does not notify papers, it is the responsibility of each commission.
- Chairman Houthuysen has the details for submissions.

b. Town Survey Status

- The survey approval is still pending as it is tied to the township budget.
- Once the budget is set then the VLPC budget can go to the town for approval.

c. Annin Flag

- Councilman Nochimson recommends that Chairman Houthuysen should postpone for the time being on writing a letter to the owners regarding their interest in making Annin Flag a Verona Designated Landmark.

d. Cloud Service: Box.com account set up for VPLC documents. Chairman

Houthuysen suggested that we use flash drives to upload commission information.

e. Plaques for Verona Designated Landmarks:

- Methodist Church and the Freight Shed. Ms. Smith will approach both to see their interest.
- Cost could be approximately \$500 per sign.

6. New Business

- a. Annual Report
 - The commission annual report will need to be presented to the council.
- b. New Members
 - Ms. Smith will reach out to Joe Hallock to assess his interest in joining the Commission.
- c. 2016 NJ History & Historic Preservation Conference New Jersey at Seton Hall University in South Orange on June 8-9, 2016.
 - Chairman Houthuysen has signed up for the conference.
- d. Chairman Houthuysen will email Ms. Smith information on notifications current information will be updated on 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 8:13pm. The next meeting is to be held on June 16, 2016.