

**Township of Verona
Landmarks Preservation Commission**

**Meeting Minutes
January 21, 2016**

1. Call to order

Chairman Glenn Houthuysen called the meeting to order at 7:44 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 – excused
- Steve Chait
- Jane Eliasof - excused
- Pat Hynes
- Michael Nochimson - excused
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 11-18-15 meeting

The meeting minutes from the November 18, 2015 were reviewed and accepted into the record.

5. Old business

a. Town Survey Status:

- Barton Ross and Partners are still interested in conducting the survey.
- Brian Aloia is the new Township attorney and will need to be apprised of the VLPC budget it goes to the town for approval.

b. Annin Flag

- Chairman Houthuysen will write a letter to the owners regarding their interest in making Annin Flag a Verona Designated Landmark.

c. Cloud Service: Box.com account set up for VLPC documents. Chairman Houthuysen suggested that we use flash drives to upload commission information.

d. Mailbox at Town Hall contained quite a bit of documentation not pertinent to the commission.

e. Chairman Houthuysen will reach out to the new Township manager, Mathew Cavallo to set up a meeting regarding commission business as previously outlined with Mitchell Stern, the interim manager:

- Town Survey and cost
- VLPC budget for 2016
- Use of township attorney rather than Planning Board attorney
- Designation of properties with or without the owner's permission
- Financial disclosure forms and nameplates for VLPC members
- Microphones and town clerk at VLPC meetings.
- VLPC meeting location Change
- Storage location to store VLPC docs and papers

- Change in name of commission to Verona Historical Preservation Commission
- f. Plaques for Verona Designated Landmarks: Methodist Church and the Freight Shed. Ms. Smith will approach both to see their interest.
- 6. **New Business**
 - a. Next designation: 190 Grove Ave.
 - Owners have expressed an interest in designation. Chairman Houthuysen will reach out to them.
 - b. Town Survey
 - The VLPC needs the monies necessary to complete the survey.
 - c. March 5 workshop, New Jersey Historic Trust
 - Preservation in Practice: A Primer for Historic Preservation Commissions will be held at Rutgers Camden - Campus Center
 - d. VLPC current information will be updated on the website.
 - e. The 2016 NJ History & Historic Preservation Conference New Jersey at Seton Hall University in South Orange on June 8-9, 2016!
- 7. **Other business:** There was no other business.
- 8. **Public participation:** There was no public participation
- 9. **Adjournment:** Chairman Houthuysen adjourned the meeting at 8:43pm. The next meeting is to be held on March 10, 2016.