

**Township of Verona
Landmarks Preservation Commission**

**Meeting Minutes
November 17, 2016**

1. Call to order

Chairman Glenn Houthuysen called the meeting to order at 7:35 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
- Pat Hynes
- Michael Nochimson
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 7-15-15 meeting

The meeting minutes from the September 15 meeting were reviewed and accepted into the record.

5. Old business

a. Town Survey Status

- Barton Ross Has begun the survey.
- Chairman Houthuysen shared a list of homes he has already identified.
- Mapping is in process.
- Mr. Hallock noted that the cluster of homes raised the idea of historic districts.
- Ms. Smith brought up that the southwest quadrant of Verona was originally developed by Gilbert Pease as Sunnyside Heights.
- Barton Ross will have the report pulled together later this fall.

b. Annin Flag

- Councilman Nochimson has had positive dialogue with the new owners.
 - Chairman Houthuysen will email Councilman Nochimson a letter to set up discussion of Annin in the next couple of weeks.

c. Matt Cavallo

- Chairman Houthuysen is looking for answers on the agenda that was previously presented, Councilman Nochimson will be able to facilitate the information needed.

- d. Plaques for designated Historic structures.
 - Ms. Smith has contacted the Methodist Church who has agreed to install a plaque.
 - She will confirm the date of dedication and research with the town any design requirements before researching prices.
 - e. Hathaway House
 - Councilman Nochimson has had discussion with Bob Williams about the township purchasing the property.
6. New Business
- a. Properties that should lead the list for potential identification:
 - 190 Grove – the Brower House
 - 110 Claremont – the Priest House
 - Verona Civic Center
 - b. Mr. Hynes suggested that we acquire the names of the owners, possibly from the tax assessor's office. Letters then could be sent to the homeowners.
 - c. Workshops: the commission has conducted a workshop in the past and this needs to be revisited.
 - d. Change of name to Verona Historic Preservation Commission. Needs to be changed by ordinance. Name change to VHPC - this is approved but the name will need to be changed in the Landmarks ordinance.
 - e. Kips Castle: Mr. Hallock and Councilman Nochimson discussed Kips Castle.
 - f. Ms. Smith will confirm that the meeting room for the commission is reserved for published dates in 2017.
7. **Other business:** There was no other business.
8. **Public participation:** There was no public participation
9. **Adjournment:** Chairman Houthuysen adjourned the meeting at 8:35 pm. The next meeting is to be held on January 19, 2017.