

**Township of Verona
Landmarks Preservation Commission**

**Meeting Minutes
June 16, 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)
- Ben Blinder
- Steve Chait
- Jane Eliasof - excused
- Pat Hynes
- Michael Nochimson - excused
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 5-15-15 meeting

The meeting minutes from the May 1st meeting was reviewed and accepted into the record.

5. Old business

a. Town Survey Status

- The survey has been approved in the budget.
- Chairman Houthuysen will contact Barton Ross.

b. Annin Flag

- Councilman Nochimson will let Chairman Houthuysen know when the best timing for the letter to the owners regarding their interest in making Annin Flag a Verona Designated Landmark.

c. Chairman Houthuysen will be meeting with the township manager, Matt Cavallo, to discuss the following:

- Town survey status and cost, VLPC budget for 2016, use of township attorney rather than planning board attorney, designate properties with or without owner's permission, financial disclosure forms for VLPC members, nameplates, microphones/town clerk at VLPC meetings, VLPC meeting location change, location to store VLPC docs and papers, name change to VHPC

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. Email announcement and agenda will be sent to both publications and town hall 48 hours prior to meetings. Ms. Smith will handle this per instructions from Jenn Kiernan.
 - b. Dates set for 2017 meetings:

January 19	June 15
March 16	September 14
May 18	November 16
 - c. Visit from NJ State Historic Preservation Office - Jonathan Kinney, the Certified Local Government Coordinator will visit us on Thursday, 9/15 – verify Certified Local Government Guidelines, Appendix D.
 - d. Morris County workshop – What are Historic Preservation Commissions All About? – Thursday, 7/21 at 7pm – rsvp: 973-267-4717 – mcthp.org – Morris County Trust for Historic Preservation (Morristown and Morris Township Library, 1 Miller Road, Morristown 07960)
 - e. Next landmark designations & districts
 - 70 Fairview Ave. looks like it will be demolished
 - 190 Grove - Brower house
 - Other properties: Town Center was discussed but we will review list from 2009 and Master Plan.
 - f. Workshops – in person and web based training, information TBD.
 - g. New member: Joe Hallock is interested in joining the commission and Chairmen Houthuysen will reach out to him.
7. **Other business:** Mr. Blinder was presented with a print of Verona Park as a token of thanks for his dedication to the commission.
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 September 15.