

**Township of Verona
Landmarks Preservation Commission**

**Meeting Minutes
January 19, 2017**

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 - excused
- Jane Eliasof
- Joe Hallock
- Pat Hynes
- Michael Nochimson
- Dianne Oster
- Sandra Smith

4. Adoption of minutes from the 11-17-16 meeting

The meeting minutes from the November 17 meeting were reviewed and accepted into the record.

5. Old business

a. Town Survey Status

- Chairman Houthuysen and Mrs. Eliasof have been in touch with Barton Ross.
- Mapping is in process
 - One more section needs to be reviewed
 - When complete the survey will be revised.

b. Matt Cavallo

- Chairman Houthuysen has been in touch with Mr. Cavallo.
 - Board member name plaques have been ordered.
 - Professional publications for the commission have been authorized.
 - The survey process was discussed and it was confirmed that the town is taking care of the payment.

c. Planning board plans

- Reviewed but no action required of the Commission as thee properties are not on our lists.

d. Plaques

- Chairman Houthuysen has created some sample verbiage for the plaques.

- Mrs. Eliasof will look into Montclair's standard for plaques. They could cost approximately \$500 each.
 - Should include the date in large letters on the top of the plaque.
 - Mr. Hallock suggested asking Johnathan Kinney about style that may be preferred/approved.
 - e. Preservation in Practice: A Primer for Historic Preservation Commissions.
 - Chairman Houthuysen and Mr. Hallock will be attending.
 - Saturday March 18 in Bordentown, NJ
 - f. Gmail
 - The Commission email address has been officially moved to Gmail
 - Ms. Smith will contact Steve Neale about making the email address specific to the commission.
 - g. The CLG report is due in March.
 - h. The Commission report to the Town Council will be tentatively set for February 21. Councilman Nochimson will confirm with Chairman Houthuysen.
 - Need to have approval to officially change the name of the commission to the Verona Historic Preservation Commission.
6. New Business
- a. Need to identify next Landmarks.
 - Hathaway house is next prime candidate for designation.
 - b. Building a Place for History 2017 NJ History and Historic Preservation Conference will be held June 7 – 8, 2017 at Middlesex County College, Edison
 - c. Annin Flag
 - In attendance were the owner representatives from the Annin Flag project, D & R Verona LLC
 - Andrew Scneidman
 - Nicholas Dinallo
 - Christopher Minks, ESQ
 - Points and suggestions from the planning board in design redirection to fit the aesthetic of the existing building were taken into consideration and will be included in the final new building.
 - Preserving the flagpole
 - Break ground late April on the new construction.
 - Memorial Day 2018 slated for occupation
 - Submitted to the state for designation but did not pursue.
 - Interested in allocating space to memorialize the history and contribution of Annin Flag.
7. **Other business:** There was no other business.

8. **Public participation:** There was no public participation
9. **Adjournment:** Chairman Houthuysen adjourned the meeting at 8:44 pm. The next meeting is to be held on March 16, 2017.