

**Township of Verona  
Historic Preservation Commission**

**Meeting Minutes  
May 25, 2021**

**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)
- Martin Golan
- Joe Hallock
- Dianne Oster
- Jack McEvoy
- Kelly Ruffel
- Nick Savva - excused
- Sandra Smith

**4. Adoption of minutes from the January 21, 2021 meeting**

The meeting minutes from January 21 with changes were accepted into the record.

**5. Old business**

**a. Membership renewal**

- Mr. Golan will continue as a commission member.
- Mr. Savva will need to be confirmed.

**b. Preservation conferences**

- Opportunities for workshops: New Jersey History and Historic Preservation Conference. Ms. Ruffel is a participant.
  - Virtual conferences June 3, 10, 17
- Mr. Hallock noted that these are three consecutive Thursdays and inquired if there was a discount rate for participants.
- Noted that a CLG requirement to attend and the fee would be covered.
- Perhaps we might get an agenda.

**c. VHPC mailbox at Civic Center – Mr. McEvoy confirmed that there was no mail.**

d. Ongoing business

- Designations
  - Freight Shed
    - Ongoing based on the townships purchase of the Cameco and Poekel properties for affordable housing.
    - Ms. Smith stated that funding is still available.
  - Methodist Church Plaque placement possibility.
  - White Rock.
    - Mr. Houthuysen and Ms. Ruffell discussed the need to have County permission for historic designation of a county property. Perhaps in September.
    - Process is to notify the property owner with 30 days in place for a public hearing.
    - Mr. Hallock thinks it might be unlikely that we will get a response from the county.
    - Discussion of the Ordinance
      - Ms. Ruffel: based on the ordinance “after consent” should the designation be moved to the council or the planning board? Mr. McEvoy stated the planning board first then to the council.
      - Ms., Ruffel suggested that step one would be to send to county official, then final edits to the township council and the VHPC
- Review of a letter to homeowners of potential landmarks
  - Mr. Hallock questioned the VHPC authority to put plaques on homes and suggested review with the township attorney.
- VHPC 2022 proposed meeting dates:
  - January 20, 2022
  - March 16 or 17 pending - St. Patrick’s Day
  - May 19, 2022
  - June 16, 2022
  - September 15, 2022
  - November 17, 2022

**6. Adjournment:** Chairman Houthuysen adjourned the meeting at 8:20 pm. The next meeting is to be held on September 16, 2021.