

**Township of Verona  
Historic Preservation Commission**

**Meeting Minutes  
May 19, 2022**

**1. Call to order**

Chairman Glenn Houthuysen called the meeting to order at 7:28 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 - excused
- Sandra Smith

**4. Adoption of minutes from the January 20, 2022 meeting**

The meeting minutes from January 22, 2022 were accepted into the record.

**5. Old business**

- a. Mr. Houthuysen has included an extensive list of workshops for historical conferences and training for potential commission attendance both in person and web-based training
- b. Mr. McEvoy checked the VHPC mailbox which contained a survey from the county regarding the 250 anniversary of Essex county.
- c. Plaques for landmarked structures - VUMC and Freight Shed are on the back burner for now.
- d. Freight Shed
  - Plan is to reach out to the town manager at the end of June.
  - Ms. Smith indicated that the Landsberger Foundation is still on board with funding for this project
- e. White Rock historic designation
  - Mr. Houthuysen will reach out to Kelly Ruffel on this county property.
- d. Revisiting the letters to potential homeowners of historic homes.
  - The town will help with the mailing
  - The list needs to be reviewed for inclusion of potential homes.
    - All houses 100+ years old? 1927 and earlier?
    - Mr. McEvoy found 1090 homes in Verona that meet the criteria out of a total of 5600 homes.

- Mr. Houthuysen suggested that it is not just old houses but those with significance.
  - Mr. Hallock stated that age perse is not a ground under the National Park Service guidelines. Age is only one factor.
  - Mr. McEvoy confirmed that the town attorney and council approves the changes to the Master Plan.
  - Mr. Houthuysen and Mr. Hallock confirmed that 51% of homeowners need to agree to being a part of a Historic district.
  - Mr. McEvoy suggested that we hold discussion until the New Business portion of the meeting.
- f. Mr. Houthuysen completed and submitted the CLG report.
  - g. Commission membership
    - We still have one opening on the Commission
- 6. New Business**
- a. Mr. McEvoy has been in conversation with Tina Schwartz about consideration of Cook Lane as a historic district.
  - b. Mr. McEvoy suggested that we review the new master plans map that includes Historic districts throughout the township.
  - c. The Master plan will be finalized at the end of June. Mr. McEvoy suggested that we should wait for that to be in place before proceeding as there will be extensive change in how Historic Districts will be perceived in the community and the VHPC subsequent actions may require additional members.
  - d. We will continue with Zoom meetings for the time being.
  - e. July 28 the Master Plan may be discussed.
  - f. Mr. McEvoy will send a link to the VHPC members with property ages included.
  - g. 2022 NJ History and Historic Preservation conference - Thu, 6/3 at the Trenton War Memorial (<https://www.njpreservationconference.org/agenda/>)  
Mr. Houthuysen may be attending if anyone else is interested.
  - h. Mr. McEvoy said the Planning Board may discuss the Master Plan at the July 28 meeting.
- 7. Adjournment:** Chairman Houthuysen adjourned the meeting at 8:22pm. The next meeting is to be held on June 23rd at 7:00 pm via Zoom.