

CHATHAM BOROUGH HISTORIC PRESERVATION COMMISSION
December 17, 2019 7:30 p.m.

Chairman James Greener called this Regular Meeting to order at 7:30 p.m. in Room 212, middle level, Chatham Borough Hall. Chrmn. Greener read aloud the following notice:

Pursuant to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. seq. adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the official bulletin board on the main floor of Borough Hall, emailed to the Chatham Courier, the Daily Record, and Alternative Press on January 3, 2019 and was filed in the office of the Borough Clerk.

Names	Present	Absent
James J. Greener, Chrmn.	X	
Mindy Pitonyak		X
Eleanor Smith		X
Frank Truilo, Vice Chrmn.	X	
Barbara Farricker	X	
Catherine Chin		X
Council Member Carolyn Dempsey	X	
Liz Holler, Minutes Secretary	X	

Public Comment

There was none.

Commissioners noted that a long time HPC member, Eleanor Smith, will be stepping down. They would like to honor her service at a future meeting.

Also, Commissioners noted the vacancies that need to be filled on the HPC. The ideal number of HPC Commissioners is seven members. Commissioners discussed ways to reach out to possible interested candidates. Chrmn. Greener suggested when the new HPC Guidelines are officially presented to the Borough, mention could be made that volunteers are needed for the HPC.

Motion to Adopt Minutes

The minutes of the November 19, 2019 Historic Preservation Commission meeting were approved as submitted.

Awning Contest

Mr. Truilo and Commissioners discussed how to get this competition started. They discussed the financing that may be involved. Council Member Dempsey suggested Mr. Truilo ask Janice Piccolo, Director of Community Services, to see if local realtors could be approached for possible sponsorships. Mr. Truilo suggested it would be good to have at least three or four realtors involved. Council Member Dempsey was not sure if a Borough Council resolution would be required for this contest. It will be looked into.

Mr. Truilo and Council Member Dempsey agreed that the contest should focus on the recent upgrades of signage or an upgraded awning.

Chrmn. Greener suggested each Commissioner check in with a local realtor to see if they are interested in a sponsorship for this competition. Commissioners can keep in touch by email of their progress. Mr. Truilo suggested that each realtor be asked if they would be interested in giving \$250 for sponsorship. If the response is good, Mr. Truilo suggested that the Borough Administrator be asked if a Borough Council Resolution must be done.

Council Member Dempsey will talk to Mrs. Piccolo about sponsorships for this contest. Mr. Truilo asked her to inform Mrs. Piccolo that the HPC would like to make an official announcement of this competition in January.

Related to this, Chrmn. Greener asked Commissioners to keep an eye on any residential or commercial buildings that may be eligible for the Historic Preservation Commission's Flag Award.

HPC ordinance changes

Chrmn. Greener would like these ordinance changes kicked into circulation in January. He believed the HPC did everything it could on its own to upgrade its ordinance. Chrmn Greener would like an informal discussion to be held with Borough Attorney Jim Lott. The concept of an HPC Zoning permit could be explored. Chrmn. Greener noted that Mr. DeNave, the Zoning Officer, has informed him that currently there is nothing in the Borough ordinance requiring a contractor or owner to appear before the HPC regarding changes to be made to a structure in the Historic District. The HPC could then write up their opinion on these proposed changes.

Continued Review of the Design Guidelines

Chrmn. Greener reported that he had added more language and photographs to the latest draft of the HPC ordinance. He will try and finalize the last version in January, if possible. He reviewed some of the new photos he has inserted in the Design Guidelines.

Chrmn. Greener explained that he is using Microsoft Publisher, so, in the future, someone could download these Guidelines from the Chatham Borough website, as a PDF.

Chrmn. brought up the section in the Guidelines regarding storefronts. The Storefronts section is where the Commission had left off with their latest editing. Chrmn. Greener suggested that Commissioners continue, on their own, their Guidelines review from the storefronts section and beyond.

Commissioners discussed the section of the Rehabilitation of Exterior Walls and Surfaces. Chrmn. Greener brought up the Parrot Mill Inn. In that situation, the primary building still remained, even after a number of additions. That does not happen too often. Commissioners worked on the wording of this section.

Chrmn. Greener had to excuse himself from the meeting. He and other Commissioners noted the stormy weather conditions outside and decided to head home. Some areas in town had lost power.

The Commissioners will continue to review these Guidelines on their own, before the next meeting.

At 8:38 p.m. the meeting adjourned.

The next Chatham Borough Historic Preservation Commission Meeting will be held on Tuesday, January 21, 2020, 7:30 p.m., Room 212, middle level, Chatham Municipal Building.

Respectfully submitted:

Liz Holler
Recording Secretary