

CHATHAM BOROUGH HISTORIC PRESERVATION COMMISSION
October 22, 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 the 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.

Motion to Adopt Meeting Minutes

The minutes of the September 17, 2019 Historic Preservation Commission meeting were approved as submitted.

Chrmn. Greener asked that Mr. DeNave, the Zoning Officer, receive copies of approved HPC minutes.

Discussion Items

New Electronic Guidelines

Chrmn. Greener distributed a draft of the Design Guidelines for Rehabilitation & New Construction in the Chatham, New Jersey Historic District. He reminded Commissioners that these Guidelines are currently a work in progress. Chrmn. Greener asked for feedback on these Guidelines from the Commissioners.

Chrmn. Greener explained that he took the historic guidelines that had recently been typed up and submitted them into Microsoft Publisher. The next step is to physically put together the newly designed electronic version of the design guidelines. Chrmn. Greener asked for the Commission's opinions on all the facets of this draft – content, wallpaper, type size, etc.

Commissioners felt the cover page was nicely done.

Chrmn. Greener explained that he could easily change the wallpaper for each page if the Commissioners wanted. The wallpaper should not be “too busy”, distracting the reader from the content of the page. It could also be lightened up.

Commissioners discussed whether the pages should have uniformity for the wallpaper or have a variety. Some of them felt that the variety of wallpaper backgrounds help display the photos on each page.

Chrmn. Greener and Commissioners reviewed each page of the draft Design Guidelines.

Commissioners made some minor corrections on the punctuation and wording. Mr. Greener hoped that these Guidelines could be finished up this year.

Council Member Dempsey suggested, when the Design Guidelines are finished, perhaps a presentation could be done to the Mayor and Borough Council.

Chrmn. Greener agreed, stating that it would remind the Borough Council and residents why the HPC pays careful attention to maintaining a suitable downtown appearance.

Chrmn. Greener would like more partnering done with the Chatham Historical Society because they are very familiar with the cultural aspect of this town.

Commissioners reviewed the photos in the Design Guidelines. Referring to the page entitled “Architecture: Central Business District”, Chrmn. Greener said he

would like to take a better photo of 331 Main Street, the former Chatham Diner structure. Mrs. Chin suggested maybe enlarging the type on this particular page.

Chrmn. Greener noted that this page was as far as he got on revising the Guidelines. There is still more to do. He will sent Commissioners electronic copies of the pages worked on tonight, with the suggested edits included. Chrmn. Greener explained how the Table of Contents could work on this electronic copy. No scrolling down would be involved.

Commissioners complimented Mrs. Chin on her wonderful photography for the Design Guidelines. It is much appreciated.

Main Street Design Competition

Council Member Dempsey suggested including Vince DeNave, the Zoning Officer, to help with this competition.

The prize situation still has to be resolved.

Council Member Dempsey will contact Janice Piccolo at Borough Hall to see if there are any historic building grants available.

At 8:35 p.m. the meeting adjourned.

The next Chatham Borough Historic Preservation Commission meeting will be held on Tuesday, November 19, 2019, 7:30 p.m., Room 212, Chatham Borough Hall.

Respectfully submitted:

Liz Holler
Recording Secretary

cc: Vincent DeNave, Zoning Official & Borough Engineer