

**Minutes of the Metuchen Historic Preservation Committee Regular Meeting
February 28, 2020**

**Metuchen Borough Hall
500 Main Street, 2nd Floor
Metuchen, New Jersey**

Chair Nancy Zerbe called the February 28, 2020, regularly scheduled meeting of the Metuchen Historic Preservation Committee (HPC) to order at 7:40 p.m.

Attendance: Suzanne Andrews, Lori Chambers, Steven Patrick, Thomas Mullins, Nancy Zerbe; and Todd Pagel (council liaison)

Public Comment: No members of the public were present.

Review of Minutes: Review of the December 5, 2019, minutes was deferred to the March 19, 2020, meeting. The minutes of the January 23, 2020, regular meeting were reviewed; Suzanne Andrews/Richard Miller (M/S/C, unanimous) to approve.

Ongoing Business

Historic Preservation Element of the Municipal Master Plan: The Committee received a status update from Nancy Zerbe and discussed a few outstanding issues, including:

- Revisions to Section 5.1, especially a pending analysis of the interactions of historic preservation with other elements of the municipal master plan to be provided by planner Chris Cosenza
- The need for photographs that a.) illustrate a greater variety of architectural styles and geographic locations within the borough; b.) have a greater relevance to the key points of the element; and c.) are of a higher quality (96 dpi or above)

Steve Patrick and Richard Miller volunteered to help with the photography needs and to meet with Nancy Zerbe in March for further discussion.

Historic District Signage: Nancy reported that, as per his request, she provided Todd Pagel with an electronic version of the signage we are recommending for the Middlesex Avenue–Woodwild Park Historic District to share with the borough. Todd indicated to Nancy that he will consult with Jay Muldoon regarding funding for the project.

The committee discussed actions that need to be taken to move the project forward, including:

- Identifying the person in charge of signage for the borough in order to coordinate our work
- Ascertaining whether it is permissible to use the horse trough as a visual symbol for the district; Nancy will inquire of the Woodwild Park Association
- Deciding the number and placement of the signs within the district

Richard volunteered to provide a design proposal to share with the committee.

New Jersey Historic Trust Grant: The committee discussed issues related to our grant application for professional assistance with the development of a draft historic preservation ordinance, including the need to obtain letters from Metuchen individuals and organizations in support of exploring a historic preservation ordinance. A list of possible supporters was reviewed and updated; Nancy and

Richard volunteered to make the overtures. The borough's grant writer is to provide a draft letter that can be used as a model for those who agree to provide support.

The deadline for submission of the grant application is April 23.

New Business

Library Grant Application: Nancy reported that the Metuchen Public Library is applying for a state grant to support interior improvements and a small addition. She is assisting the library with the historic review component of the application, as the library is part of the Middlesex Avenue-Woodwild Park Historic District.

Recognition of Past Members: Nancy reported that thank you cards and gifts had been purchased—using donated funds—to give to Tyreen Reuter and Rebeccah Seely, long-time members of the committee, in recognition of their tireless work and continuing commitment to historic preservation in Metuchen.

Old Business

No old business was discussed.

Adjournment: There being no further business, Suzanne Andrews/Steven Patrick (M/S/C, unanimous) to adjourn at 8:37 p.m.

Respectfully submitted by Lori Chambers, HPC secretary

2020 Meeting Schedule

March 19*

Apr 23

May 28

June 25

July 23

Aug 27

Sept 24

Oct 22

December 3*

*Change to regular schedule