

**Minutes of the Metuchen Historic Preservation Committee Regular Meeting  
April 22, 2021**

**Virtual Meeting (Zoom)**

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Chair Nancy Zerbe called the April 22, 2021, regularly scheduled meeting of the Metuchen Historic Preservation Committee (HPC) to order at 7:33 p.m.; the meeting was held virtually due to COVID-19 restrictions. The chair announced that the Borough of Metuchen had posted public notice of the meeting in accordance with New Jersey's Open Public Meetings Act and that instructions for participating in the Zoom meeting were publicly posted.

**Attendance:** Lori Chambers, Steve Kitsko, Thomas Mullins, Steven Patrick, Nancy Zerbe; and Tyler Kandel (council liaison)

**Public Comment:** Metuchen resident Kate McNamara joined the meeting and provided an overview of her Girl Scout Gold Award project, an architectural history tour of the Tommy's Pond area. The HPC commended her efforts and brainstormed ways to support her. Via voice vote, committee members agreed to post the flyer for her tour on our new Facebook page. Tyler Kandel offered to look into having Ms. McNamara appear at an upcoming council meeting.

**Review of Minutes:** The minutes of the March 25, 2021, regular meeting were reviewed; Steve Kitsko/Tommy Mullins (M/S/C, unanimous) to approve.

**New Jersey Historic Trust Grant:** Nancy Zerbe reported that the quarterly report required by the grantor had been submitted by the April 15 deadline. She continues to work with the borough on the RFP to hire a consultant on the grant project.

**Historic Preservation Element of the Municipal Master Plan:** Nancy Zerbe continues to work with planner Chris Cosenza on final revisions to the Appendix; revisions to Section 6 are now complete. Nancy recently emailed to all members the latest version of the draft text, including all sections other than the Appendix.

**Public Outreach Video:** Steve Patrick reported on the work of the video subcommittee (Steve Patrick, Nancy Zerbe, and volunteer Brian Keenan). An updated preliminary draft of the first video, a short introduction to Metuchen's historic neighborhoods and architectural diversity, was prepared and is in review with the subcommittee for further discussion. Once approved by the subcommittee, a working draft will be submitted to the HPC for review and comment. Committee members also discussed the possibility of Metuchen residents appearing in the video.

**FaceBook Page:** Steve Kitsko reported on the work of the FaceBook subcommittee (Steve Kitsko, Tommy Mullins, Nancy Zerbe). Two draft posts were presented to the HPC for review and approval. Post #1 was approved; Steve Kitsko/Tommy Mullins (M/S/C, unanimous). The text of Post #2 was approved; the photo selection is to be made by the subcommittee from the options shared with the HPC; Steve Kitsko/Tommy Mullins (M/S/C, unanimous). It was proposed that a third post be developed to promote Kate McNamara's tour; Steve Kitsko/Tommy Mullins (M/S/C, unanimous).

**Historic District Plaques.** The issue of plaques for homes in the Middlesex Avenue-Woodwild Park Historic District was revisited. It was suggested that the HPC could identify and recommend a specific product, with the goal of encouraging consistent branding of the district; purchase of the plaques would be at the homeowner's discretion.

**HPC Logo.** Tyler Kandel reported discussing with Nancy Goldberg the possibility of the Metuchen Arts Council assisting with the design of an HPC logo. In keeping with past practice, she suggested the HPC might approach art teachers at Metuchen High School to ask if any students would be interested.

**Potential Changes to Meeting Schedule:** Nancy Zerbe suggested that, if work on the New Jersey Historic Trust Grant begins over the summer, it may become necessary to amend the 2021 meeting schedule and add meetings in July and August. The HPC agreed to revisit the issue as needed.

**Adjournment:** There being no further business, the meeting was adjourned at 8:26 p.m.

Respectfully submitted by:  
Lori Chambers, HPC secretary