

## Minutes of the Flemington Historic Preservation Commission Meeting on May 1, 2019

**Call to Order:** This meeting, held in conformance with the Open Public Meetings Act, was called to order by Chair Elaine Gorman at 7:00 PM. It was held at Flemington Borough Hall, 38 Park Avenue, Flemington NJ. 08822.

### Flag Salute

**Roll Call:** Elaine Gorman, Richard Giffen, Kim Tilly, and Don Eckel were present. Councilwoman Giles-McCormick and John Hatch, AIA were also in attendance. Emily Kelchen was absent.

#### **1. Approval of the Work Session Minutes of April 16, 2019**

Don Eckel moved to approve the minutes. Richard Giffen seconded the motion, which passed 3-0-1 with Kim Tilly abstaining.

#### **2. Acceptance of Letter of Resignation from Al Brewer**

Richard Giffen moved to accept the letter and Kim Tilly seconded the motion, which passed 4-0-0.

#### **3. Historic Map Update**

John Hatch, AIA, of Clarke Caton Hintz, provided the HPC with additional information on properties discussed at the April 16, 2019 meeting. Discussion was had regarding the process of updating the map. The next meeting to receive a Historic Map update will be on **TUESDAY, June 4, 2019**.

#### **4. Planning Board attended by Richard Giffen**

- a. The three HPC application submitted to Planning Board were approved.
- b. Ordinance 1404-Establishment of the Historic Preservation Commission was updated on April 30, 2019. It needs attorney review before it is given to the HPC for review. Richard Giffen and Don Eckel discussed contacting Jonathon Kinney, Senior Historic Preservation Specialist and Certified Local Government Coordinator, of the New Jersey Historic Preservation Office, to review the updated ordinance.

#### **5. Council Items**

- a. Proper procedure for filing of minutes (regular meeting, work session, and execution session) will be discussed with Emily Kelchen.
- b. HPC Process-Late Fees/Penalties and procedures are currently being discussed with the League of Municipalities.

#### **6. HPC Follow-Up Items**

- a. **HPC Vacancies**-Don Eckel will be appointed to a Regular Member at the next Council meeting. Elaine Gorman will contact Judy McCarthy to verify she is able to serve as an Alternate Member #1, leaving a vacancy for Alternate Member #2.
- b. **HPC Postcard #2**-Kim Tilly stated she was in receipt of Emily's email with the latest photos and proposed text. A larger postcard is being proposed using the USPS EDDM.
- c. **Social Media** – No update
- d. **Historic Plaques – Board of Education**-Kim Tilly will contact Tim Bart for a proposed presentation date.

#### **7. Public Comment**

Members of the public were present but there were NO COMMENTS.

#### **8. Chair Items**

- a. **Community Day Schedule – June 1, 2019, 11am – 4pm** -Elaine Gorman mailed the form to participate which includes free tent space and free vehicle parking. Confirmation of manning schedule will be confirmed at the next meeting.
- b. **Monument Fence Project** – The Civil War Monument needs approximately 30' to complete. All present agreed to proceed with receiving quotes for the needed fencing.
- c. **Upcoming Applications:** 178 Main Street, 19 Church Street & 7 Bonnell Street.

#### **9. Adjournment**

Kim Tilly moved to adjourn at 9:42 PM, Don Eckel seconded the motion which passed unanimously.

Respectfully Submitted,

Kim Tilly, Regular Member