

CHATHAM BOROUGH HISTORIC PRESERVATION COMMISSION

April 20, 2021

7:30 p.m.

Chairman James Greener called this Regular Meeting to order at 7:30 p.m. This was a virtual meeting. All Commissioners were present by way of Zoom.

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, and the Daily Record on January 27, 2021 and was filed in the office of the Borough Clerk.

Names	Present	Absent
James J. Greener, Chrmn.	X	
Frank Truilo, Council Member	X	
Carolyn Dempsey, Council Member	X	
Catherine Chin		X
Lynn Magrane	X	
Liz Holler, Minutes Secretary	X	

Also present:

Brian Dempsey, husband of Council Member Carolyn Dempsey

A legal quorum was present.

Motion to Adopt Meeting Minutes

Council Member Truilo made a motion to adopt the March 16, 2021 Historic Preservation Commission minutes. Council Member Dempsey seconded the motion. A voice vote was taken. The March 16, 2021 minutes were approved as submitted.

Flag Award update

Chrmn. Greener brought up the matter of someone undertaking the design of the flag.

Council Member Dempsey noted that Brian, her husband, has done some research on flag designing.

Mr. Dempsey discussed the possibilities and limitations for hiring an inexpensive company to design and produce the flag. The flag could be small in size and minus pole pockets. He pointed out that most flags are printed on polyester. Mr. Dempsey noted that he had sent Commissioners the pricing of the first flag making company he had researched.

Mr. Dempsey explained a second option of making the flag. Three layers would be used for the flag, thereby eliminating any transparency.

Commissioners discussed how this type of flag would effectively hang. Mr. Dempsey noted that there is hardware available to hang the flag on a pole, straight down. He gave the different sizes of a flag. These flags start in the \$75 range, so the Commission could award a flag each year and allow the homeowner to keep the flag.

Chrmn. Greener stated that the Commission still has to decide on the design of the flag.

Mr. Dempsey answered that his firm does that sort of thing, He said he would enjoy doing the design.

Commissioners discussed the size of the flag. Council Member Truilo reminded them that a water-resistant fabric should be used. Chrmn. Greener suggested the flag measurements be 3 feet by 5 feet.

Mr. Dempsey pointed out that the flag should be readable when hung. If it is hung at a wrong angle, the message cannot be easily read.

Chrmn. Greener noted that the HPC could buy the necessary hardware for the flag.

Commissioners felt that the flag should be suitable for both residential and commercial buildings.

Chrmn. Greener suggested Mr. Dempsey look at the new Historic Guidelines photos which have just been created. The flag could feature a historic door or part of a historic building shown in the Guidelines book.

Mr. Dempsey said he would look through the Design Guidelines photos; however, the Commission will have to decide on the wording for the flag.

After some discussion, Mr. Dempsey suggested he create a logo for the HPC for the flag. Also, include on the flag the words: "Jan Westfall Award 2021". The Commissioners agreed to keep the year on the flag.

Chrmn. Greener brought up that the flag could be awarded twice a year.

Mr. Dempsey and Commissioners reviewed the different prices of flags.

Chrmn. Greener will send the Design Guidelines to Mr. Dempsey by PDF.

Mr. Dempsey said he will review the Design Guidelines and send a couple of flag design options for Commissioners to consider.

Commissioners discussed when the actual flag presentation should be held. They decided on a presentation probably taking place on the homeowner's front lawn on a weekday, if that is convenient with the homeowner.

Design Guidelines Presentation

Council Member Dempsey reported that she had asked Mayor Kobylarz when the HPC could present their Design Guidelines at a Council Meeting. Mayor Kobylarz wants Mr. DeNave, the Zoning Officer, and the Borough Attorney to first review the Guidelines before a presentation is made.

Council Member Dempsey had suggested to Mayor Kobylarz that the HPC pick out sample pages of the Guidelines for the presentation.

Mrs. Magrane offered to look through the Guidelines and will try and select the best pages for the presentation.

Council Member Truilo suggested that the presentation should not go beyond 30 minutes, maybe less. He and Council Member Dempsey felt the presentation should be done at a Council Meeting before school lets out for the summer and families scatter for vacations.

Commissioners discussed how to publicize this presentation. Chrmn. Greener said he will try and do a press release.

For the presentation, Council Member Dempsey suggested that Commissioners should explain how property owners can use these Design Guidelines. Local contractors should be provided with a link to the Guidelines.

HPC ordinance changes

Chrmn. Greener noted that the HPC still has to complete their ordinance changes. He pointed out that the Madison Building Dept. has to be made aware of these ordinance changes. The Commission's ultimate responsibility is keeping an eye on any Main Street changes. Chrmn. Greener felt that after the Covid pandemic, new construction and development will begin. The HPC will have to stay alert to what may be proposed in the historic district.

Stanley Building update

Council Member Dempsey reported that Janet Foster has put together and submitted the application to the NJ Register of Historic Places seeking certification for the Stanley Building in the Borough. Unfortunately, the State came back and said they felt too many renovations had been done to the building in the 1950s.

Ms. Foster and Ray Chang, Coordinator of Morris County's Historic Preservation Program, will work together to revise the application.

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

The next Chatham Borough Historic Preservation Commission meeting will be held on Tuesday, May 18, 2021, 7:30 p.m. It will be a virtual meeting.

Respectfully submitted:

Liz Holler
Recording Secretary

cc: Vince DeNave, Borough Engineer & Zoning Official