

CHATHAM BOROUGH HISTORIC PRESERVATION COMMISSION
January 16, 20187:30 p.m.

Commissioner James Greener called this Regular and Reorganization Meeting to order at 7:30 p.m. in Room 212, middle level, Chatham Borough Hall. Mr. 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 December 21, 2017 and was filed in the office of the Borough Clerk.

Names	Present	Absent
James J. Greener	X	
Mindy Pitonyak		X
Frank Truilo	X	
Eleanor Smith – 1 st Alternate	X	
Council Member Thaddeus Kobylarz		X
Liz Holler – Minutes Secretary		X – at a Shade Tree Comm. meeting

Also present was Council Member Len Resto.

A legal quorum of Commissioners was not reached.

Public Comment

There was none.

Administration of the Oaths of Office

Mr. Truilo and Ms. Smith will be sworn in at a future meeting.

Motion to Adopt Meeting Minutes

The minutes of the December 19, 2017 Historic Preservation Commission meeting could not be approved because a quorum was not present. They will be reviewed and voted on at a future meeting.

Reorganization Resolutions

The following resolutions could not be voted on because a quorum was not present:

Resolution #18-01: Resolution of the Chatham Borough HPC Establishing the Annual Meeting Schedule for the Year 2018

Resolution #18-02: Resolution Designating the Official Newspapers for the Publication of Legal Notices for the Year 2018

Resolution #18-03: Chatham Borough HPC Election of Officers for the Year 2018

These resolutions will be re-visited and voted on at the February 20th Commission meeting, when hopefully a legal quorum will be present.

Those Commissioners present and Council Member Resto briefly discussed the following topics:

The Madison Building Department needs direction on the proper procedures for permit applications associated with buildings in the Chatham Historic District. They may not have a complete listing of all the properties located in the Historic District. Council President Len Resto offered to assist. Mr. Greener will send Council Member Resto a spreadsheet with the block and lot numbers of all the properties within the Historic District. The Borough Clerk can arrange to complete the spreadsheet by adding house and street numbers.

Chatham Borough must have an internal meeting to discuss how local ordinances must be changed to better suit the current arrangement with Madison. The Commission will furnish recommendations for these changes for the discussion.

The Borough Attorney must provide the necessary language for the ordinance changes. These changes must be reviewed and adopted.

A meeting or meetings must take place with Madison so that they understand procedures for taking applications for work on properties within the Chatham Borough Historic District.

The Historic Commission needs new Commissioners. This is an urgent matter, in that currently there must be 100% attendance from the Commissioners for there to be a quorum. Given the changes in the Borough Master Plan, there are major

applications anticipated for the Historic District. The Commission must be built up so that it can continue to be a solid resource for the Borough.

The Historic Guidelines must be updated and converted to an electronic document that can be uploaded to the Borough website. To accomplish this, the Commission will require assistance from Borough interns. Photos of the properties within the District must be taken and a new document must be created that includes new graphics and illustrations to convey the intent of the Guidelines.

Tonight's gathering dispersed after covering these topics.

The next Historic Preservation Commission meeting will be held on Tuesday, February 20, 2018, 7:30 p.m., Room 212, middle level, Chatham Borough Hall.

Respectfully submitted:

James Greener, Commissioner
Liz Holler, Minutes Secretary