

**MINUTES
OF THE
CRANBURY TOWNSHIP
HISTORIC PRESERVATION COMMISSION
CRANBURY, NEW JERSEY
FEBRUARY 7, 2023**

TIME AND PLACE OF MEETING

The Meeting of the Cranbury Township Historic Preservation Commission (HPC) was held on February 7, 2023, 7:00 pm at Town Hall, 23A North Main Street, Meeting Room.

CALL TO ORDER

Chairperson Ryan called the meeting to order at 7:00 pm and presided over the meeting.

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on January 20, 2023 of this meeting's date, time, and place, and the agenda was mailed to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

ROLL CALL:

Members Present: Ms. Ryan, Chair; Ms. Suttmeier, Vice-Chair; Mr. Geier; Mr. Golisano; Ms. Marlowe; Mr. Szabo, Alt I

Members Absent: Mr. Ponnada, Alt II

Professionals and Staff Present: Robin Tillou, HPC Administrative Officer

Professionals and Staff Absent: Lisa Knierim, Township Committee Liaison

APPLICATION

Ordinary Maintenance and Repair Certificate of Approval Application Approval

HPC Number	Date Received	Block	Lot	HD or BA	Address	Concept Major/Minor /Ord Maint and Repair	Application Deemed Complete	Approved / Denied / Withdrawn	Ord. Main. And Repair Approval Letter Sent
166-23	01/19/23	23	34	HD	7 & 9 Prospect Street - Roofing and Repairs	Ord Main & Repair	01/19/23	Approved	1/26/2023

OLD BUSINESS

2023 Goals and 2022 Accomplishments

Chair Ryan wanted input from the Commission for the accomplishments of the Commission for 2022 and the goals of the Commission for this upcoming 2023.

Mr. Szabo mentioned the CLG grant was submitted and approved through the state's NJ Department of Environmental Protection Historic Preservation Office in 2022.

Mr. Golisano explained the 2021 Goals and Accomplishments that was sent to the Township Committee and the state's Historic Preservation Office for the CLG eligibility.

Chair Ryan advised the 2023 goals will be executing the CLG grant, listing of the individual properties for the historic sites, Cranbury Station Hamlet state and national register and figure out how to fund that and following up with the developer of 2-4 Cranbury Station Road, LLC to keep the train depot.

Cranbury Township Signage

Vice-Chair Suttmeier advised she had presented to the Township Committee (TC) at the January 20, 2023 budget meeting for the proposal of the signage. The TC did discuss that HPC should work with the Township Traffic Engineer, Andrew Feranda, and must be mindful of his time. There must be three (3) bids for the street signs. The estimates should include the installation of the signage. It was advised that the street signs are the most important for Phase I and would like the signs marking the historic district and the township. Another department could own the township signage, but HPC would like to weigh in on them. She has reviewed the bike plan and will follow up with the TC regarding questions on that. This is something that should be put in the HPC's goals for this year.

Mr. Geier asked if the design will be the responsibility of HPC.

Chair Ryan stated yes. The TC stated they expected HPC to follow through.

Mr. Szabo would like to know who is responsible for overseeing the installation.

Vice-Chair Suttmeier feels HPC should come up with three (3) ideas and bring them to Mr. Feranda.

Mr. Geier feels HPC should do a design-built bid and go to manufacturer installers to do the design, fabricate it and install the signage.

Vice-Chair Suttmeier stated the signage companies already have templates for designing signs.

Vice-Chair Suttmeier will take pictures of each intersection proposed.

Mr. Golisano stated there should be a document for the signage company to review.

Mr. Geier stated the document should show locations and describe what the sign's content will be.

Vice-Chair Suttmeier will do the drafting of the document.

Mr. Golisano asked if we would have to do the bidding for every phase or if it will be one bid for everything.

Chair Ryan stated we will have to do one phase at a time. Chair Ryan mentioned there is \$5,000.00 in funds for EDAC (Economic Development Advisory Committee) that are earmarked for signage and Vice-Chair Suttmeier will follow up with EDAC on what they will be doing for signage.

Vice-Chair Suttmeier stated she will be meeting with EDAC on March 1, 2023 to discuss their signage initiatives.

Historic Sites Review

Chair Ryan stated HPC should revisit the Historic Preservation Master Plan element.

Ms. Marlowe reviewed the Master Plan identified historic sites and one has been torn down due to the Turnpike widening, two have been absorbed by the road and one on Old Trenton Road is missing. Ms. Marlowe can review the list and update the owners and house addresses.

Chair Ryan stated HPC will be drafting a notification letter to the Owners of the identified historic sites from the Master Plan advising of interest to designate the property.

CLG Grant

Chair Ryan advised HPC that the subcommittee (consisting of Chair Ryan and Mr. Szabo) has chosen the Architectural Historian to be Richard Grubb & Associates. Richard Grubb & Associates will perform the scope of work for the CLG grant. Chair Ryan has just signed their contract.

CLG Monitoring Follow-Up

Chair Ryan advised that when Lindsay Thivierge, NJDEP Historic Preservation Office, had come to the December 20, 2022 meeting it was to observe the HPC. There will be a follow-up meeting for that CLG monitoring with herself, Ms. Suttmeier, Ms. Knierim and Ms. Tillou to discuss any positives and negatives she took from the meeting. The CLG monitoring meeting will be on Thursday, February 9, 2023 at 10 am via virtual.

Brainerd Lake Railing

HPC will wait to hear and see what Ms. Knierim has regarding her investigation into the Brainerd Lake Railing and if the municipality has any jurisdiction on replacing the bent railing as discussed in previous HPC meetings.

New Homeowner Letter

Ms. Tillou has sent out a new homeowner letter to 10 Cranbury Neck Road. The new homeowner letters advise of the requirements of homeowners residing in the historic district or the buffer area of Cranbury.

MINUTES

January 10, 2023

Mr. Geier made the motion to approve the minutes with amendments. Mr. Golisano offered a second.

ROLL CALL:

AYES: Ms. Ryan, Mr. Geier, Mr. Golisano, Ms. Marlowe and Ms. Suttmeier.

NAYS: None.

ABSTAIN: None

DISCUSSION

Mr. Golisano continued the discussion from the last meeting regarding the roofing for the pavilion at Village Park. While it is not in the HPC's jurisdiction, it is an important look and feel to Cranbury. The recommendation at the meeting was to patch, clean and seal the damaged sections of the roof. He did look at the roofing of the pavilion and the gazebo at Village Park, and they are cedar roofs with exposed purlins and the cedar is mounted to the purlins on the top side of the roof. You can see the slats and the exposed cedar from the bottom. Most of the damage is at the edge of the eaves where there are squirrel holes, spots at the chimney and water staining. We should be clear to the Parks Commission of what the recommendation was. He has pictures that he can send out.

Vice-Chair Suttmeier stated HPC should put together the recommendations and add the pictures and send to the Parks Commission secretary to distribute.

Mr. Szabo stated when the pavilion was originally built there was a reason why they put on the cedar roof.

Chair Ryan stated she had made a visit to the new Cranbury Library and inquired about all the books that were donated from the HPC. The library did not have the books on a shelf and/or the books in a common area.

Mr. Szabo stated the old library had all HPC donations on a shelf.

Mr. Golisano stated HPC should reestablish that shelf in the new library. There should be a file of all books donated by the HPC.

Chair Ryan stated there should be a plate in/on the books donated stating donated by HPC.

PUBLIC COMMENT

Chair Ryan opened the meeting to the public.

With no public comment, Chair Ryan closed the public portion of the meeting.

ADJOURNMENT OF MEETING

There being no further business, a motion was made by Ms. Suttmeier to adjourn the meeting and Mr. Golisano offered a second. By unanimous vote, the meeting was thereupon adjourned at 9:05 pm.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly appointed secretary of the Cranbury Township Historic Preservation Commission, and that this document, consisting of four (4) pages, constitutes a true and correct copy of the minutes of the regular meeting held on February 7, 2023.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of March 8, 2023.

Robin Tillou

Robin Tillou

Recording Secretary

Historic Preservation Commission