

**MINUTES
OF THE
CRANBURY TOWNSHIP
HISTORIC PRESERVATION COMMISSION
CRANBURY, NEW JERSEY
MIDDLESEX COUNTY**

TIME AND PLACE OF MEETING

A scheduled meeting of the Cranbury Township Historic Preservation Commission was held in Town Hall, Cranbury, New Jersey, on August 8, 2017 beginning at 7:30 pm.

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-5) was provided on August 4, 2017 of this meeting's date, time, place and an 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.

CALL TO ORDER

With a quorum present, Mr. Szabo, HPC Chair, called the meeting to order. Ms. Scott, performed as recording secretary.

MEMBERS IN ATTENDANCE

Mr. Banks, Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh.

MINUTES

The minutes of the August 1, 2017 meeting was reviewed and amended. Roll call to approve the minutes as amended; AYES: Ms. Marlowe, Ms. Ryan, Mr. Szabo, and Mr. Walsh. Mr. Banks was ineligible to participate.

APPLICATIONS

None.

NEW BUSINESS

Review of 2016 CLG Grant Inventory Forms: Mr. Seth Hinshaw and Mr. Robert Wise of Richard Grubb & Assoc. (RGA) were present for review and discussion of the second half of the Intensive Level Survey. The completed survey forms for properties located on Bunker Hill Drive, Maplewood Avenue, North Main Street, Prospect Street and Westminster Place were reviewed. Survey forms that were discussed include the photos, architectural and historic details, classifications and property descriptions to either add or correct the descriptions as supplied. The discussed changes will be incorporated into the forms that will be submitted to the NJDEP SHPO.

A discussion on Classification, Contributing/Non-Contributing, and recommendations raising/lowering the class for some properties was addressed. The time to talk and make a recommendation on the reports is now. Mr. Hinshaw suggested to talk with Mr. Kinney of SHPO to explore what is involved to change the status for a contributing site.

The discussed changes will be updated on the forms by RGA and forwarded to SHPO. Mr. Wise is hopeful that internally, a 30 page single space report will be produced which is due on August 23rd.

DISCUSSION

An invoice has been received from RGA for services rendered. A question was raised about the details that should be included on the bill. This will be investigated.

ADJOURNMENT OF MEETING

There being no further business, a motion duly made by Ms. Ryan, seconded by Mr. Szabo, and carried, the meeting was thereupon adjourned.

CERTIFICATE OF SECRETARY

I, undersigned, do hereby certify;

That I am the duly appointed secretary of the Cranbury Township Historic Preservation Commission and,

That the foregoing minutes of the Historic Preservation Commission, held on August 8, 2017 consisting of 2 pages, constitute a true and correct copy of the minutes of the said meeting.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this 15th day of August 2017.

Linda M. Scott, Recording Secretary