

**MINUTES  
OF THE  
CRANBURY TOWNSHIP  
HISTORIC PRESERVATION COMMISSION  
CRANBURY, NEW JERSEY  
JANUARY 4, 2022**

**TIME AND PLACE OF MEETING**

The regular meeting of the Cranbury Township Historic Preservation Commission (HPC) was held on January 4, 2022 at 7:00 pm by remote access videoconferencing in response to COVID-19 and the updated Open Public Meeting Act guidelines.

**CALL TO ORDER**

With a quorum present, Chair Golisano called the meeting to order at 7:00 p.m.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant to the Sunshine Law, adequate notice in accordance with the Senator Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6) was provided 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. Notification of remote access meetings going forward, until further notice, was posted on the Township website on July 3, 2020 and sent to the Trenton Times, Home News, and Cranbury Press on July 3, 2020.

**ROLL CALL:**

Members Present: Ms. Ryan, Chair, Mr. Golisano, Vice Chair, Ms. Marlowe, Mr. Walsh, Mr. Szabo, Alt I and Mr. Geier, Alt II

Members Absent: Ms. Suttmeier

Professionals and Staff Present: Robin Tillou, Historic Preservation Commission Secretary

**INTRODUCTION OF HPC 2022 MAYORAL APPOINTMENTS, ELECTION, AND SELECTION**

At the January 3, 2022 Township Committee Reorganization Meeting, the following HPC reappointments were made by the mayor:

- Ms. Ryan was reappointed to Class A Historic Preservation Commission Member (1/3/22 – 12/31/2025).
- Ms. Marlowe was reappointed to Class C Historic Preservation Commission Member (1/3/2022 – 12/31/2025).
- Mr. Geier was reappointed to Class C Historic Preservation Commission Alternate II Member (1/3/2022 – 12/31/2023).

**RE-ORGANIZATION**

According to Township Code Chapter 21-3 F, a nomination to select Ms. Tillou as recording secretary for January 3, 2022 – December 31, 2022 was made by Mr. Golisano and seconded by Ms. Marlowe.

Hearing no other nominations, roll call to approve Ms. Tillou as secretary was taken; AYES: Ms. Ryan, Mr. Golisano, Ms. Marlowe, Mr. Walsh and Mr. Szabo.

According to Township Code Chapter 21-3 F, a nomination for Ms. Ryan to serve as 2022 HPC Chair was made by Mr. Golisano and was seconded by Ms. Marlowe.

Hearing no other nominations, roll call to approve Ms. Ryan as 2022 Chair was taken; AYES: Ms. Ryan, Mr. Golisano, Ms. Marlowe, Mr. Walsh and Mr. Szabo.

According to Township Code Chapter 21-3 F, a nomination for Mr. Golisano to serve as 2022 HPC Vice-Chair was made by Ms. Ryan. Nomination motion was seconded by Mr. Walsh.

Hearing no other nominations, roll call to approve Mr. Golisano as 2022 Vice-Chair was taken; AYES: Ms. Ryan, Mr. Golisano, Ms. Marlowe, Mr. Walsh and Mr. Szabo.

## **NEW BUSINESS**

### **2021 Year End Report**

Ms. Tillou advised the Commission they were sent the actions report which is to be included in the Certified Local Government (CLG) Year End Report. The remainder of information required for CLG status will be distributed to the HPC once it is complete. The due date for the CLG Year End Report is March 31, 2022.

Chair Ryan advised that once the requirements for the CLG have been met, then approval from the Township Council is made. And from there the Chair and previous Chair will consult and once finalized from us it will be sent to the CLG for certification.

## **OLD BUSINESS**

### **Cranbury Station Hamlet Designation/Proposed Changes to Historic District and Buffer Areas**

Mr. Szabo advised at this point he is awaiting on Ms. Leheny's reply for the Cranbury Station Hamlet survey result initiative is to add those properties into the State historic property database which may have a cost for that from her.

Chair Ryan stated when Ms. Leheny put the Hamlet designation together a state survey form was used.

Mr. Szabo stated he will clarify.

Vice Chair Golisano believes there was documentation within our own application that had to be updated including that part of the map.

Chair Ryan clarified to update our own application to make sure the Hamlet is a part of the area covered.

Vice Chair Golisano stated yes and it is something to follow up with. Once that is completed it should post on the Cranbury Township website.

Mr. Szabo stated Ms. Leheny will update the historic district map. He will follow up with Ms. Leheny regarding the update to the map.

### **Certified Local Government (CLG) Grant-In-Aid 2023 (FFY 2022)**

Mr. Szabo stated the deadline to file for the CLG Grant application is January 21, 2022. The State needs an electronic copy and a hard copy. That will be coordinated with Lori Thompson and Ms. Tillou. Using the prior cost estimate for the budget a figure of \$10,000 had come up. Ms. Thompson suggested getting grant money for additional signage that was discussed at the previous HPC meeting that Ms. Suttmeier was willing to work on. We could have one of the signs near the Hamlet Historic District and give a history and historic pictures of the Hamlet. We could possibly just add a new sign for the Camden railroad sign that we are wanting to relocate as opposed to relocating it. If we do add a sign,

that sign could point toward the Cranbury Station Depot to give a history of the Depot and explain where the passenger depot was further down the road. Photos could be given and advise of the train crash that had happened in the late 1800's. We can incorporate two (2) signs with the graphic designer, producing and installing the sign. The Cranbury Historical Society was responsible for the other two (2) signs.

Ms. Marlowe stated that the Historical Society found an email address for a company in Canada that had made the signs and we will contact them to see if they are still in business.

Mr. Szabo stated Ms. Thompson will be working on this to see if it can get us over the \$15,000 minimum for the CLG grant.

Chair Ryan asked how the grant works as far as monies requested.

Mr. Szabo replied it must be between \$15,000 and \$50,000. There is an estimated budgetary page to fill out and we will use Ms. Leheny's explanation for that. The Township Committee does have to sign off on the resolution. They will be doing that on January 10, 2022.

The Commission concurred with the signage as mentioned by Mr. Szabo.

Mr. Golisano stated Ms. Spann, former TC Liaison to HPC, was supposed to update Matthew Scott, new TC Liaison to HPC, regarding the signage for the Camden Railroad ownership. That is something we will have to follow up with Mr. Scott.

Mr. Szabo stated the grant should be finalized in the next two weeks.

## **PUBLIC COMMENT**

Chair Ryan opened the meeting to the public.

Ms. Janice Mondoker, 92 Halsey Reed Road, stated she is in favor of Mr. Szabo's approach and is excited for the new endeavor.

With no further public comment, Chair Ryan closed the public forum.

## **Ordinary Maintenance and Repair/Minor Application Approvals**

Ms. Tillou advised the Commission of the Ordinary Maintenance and Repair/Minor Applications that have been approved.

HPC#	Block	Lot		
129-21	33	34	HD	4 Scott Avenue - Fence
130-21	26	9	BA	2 Plainsboro Road - Generator
131-21	32	23	HD	6 Park Place East – Front Porch Roof

## **MINUTES December 21, 2021**

Chair Ryan made the motion to approve the minutes with revisions mentioned. Vice Chair Golisano offered a second.

ROLL CALL:

AYES: Ms. Ryan, Mr. Golisano, Ms. Marlowe and Mr. Walsh

NAYS: None.  
ABSTAIN: None

### **DISCUSSION**

Mr. Szabo inquired about the former Cranbury Pizza (63 N. Main Street). He would like for something to be done. There should be an ordinance as far as the property owner to secure the building.

### **ADJOURNMENT OF MEETING**

There being no further business, a motion was made by Chairperson Ryan to adjourn the meeting and Vice Chair Walsh offered a second. By unanimous vote, the meeting was thereupon adjourned at 7:45 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 six pages, constitutes a true and correct copy of the minutes of the regular meeting held on January 4, 2022.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this day of January 20, 2022.

*Robin Tillou*  
Robin Tillou  
Recording Secretary  
Historic Preservation Commission