

**Minutes of the Metuchen Historic Preservation Committee Regular Meeting
December 3, 2020**

**Metuchen Borough Hall
500 Main Street, 2nd Floor
Metuchen, New Jersey**

Chair Nancy Zerbe called the December 3, 2020, regularly scheduled meeting of the Metuchen Historic Preservation Committee (HPC) to order at 7:35 p.m.; the meeting was held virtually due to COVID-19 restrictions.

Attendance: Suzanne Andrews, Lori Chambers, Thomas Mullins, Steven Patrick, Nancy Zerbe; and Todd Pagel (council liaison)

Public Comment: No members of the public were present.

Review of Minutes: The minutes of the October 22, 2020, regular meeting were reviewed; Thomas Mullins/Suzanne Andrews (M/S/C, unanimous) to approve.

Appreciation: The HPC expressed its thanks to Todd Pagel, outgoing council liaison, for his support and assistance over the past 4 1/2 years. Councilman Pagel recognized the committee for its “tangible accomplishments” in preserving the character and architectural resources of Metuchen.

Ongoing Business

Historic Preservation Element of the Municipal Master Plan: The latest draft of the plan having been shared with and reviewed by the committee prior to the meeting, members discussed and reached agreement on suggestions for minor edits, text changes, and photo revisions. Thomas Mullins/Suzanne Andrews (M/S/C) to approve the document as final with the implementation of the agreed-on changes.

New Business

Public Inquiry Regarding HPC Minutes. Nancy reported an email inquiry from a member of the public noting that the HPC minutes are available on the borough website only through 2018. Lori Chambers will reach out to the borough to ensure that the postings are updated.

Planning for 2021. Committee members agreed on retaining the fourth Thursday of the month at 7:30 p.m. as our regularly scheduled meeting date for 2021. In addition, members agreed to forego meeting in July, August, and November and to move the December meeting date to the first week of the month. Lori will reach out to the borough to get the dates on the calendar. The committee also discussed the need for identifying and recruiting new members to the committee.

Old Business

No old business was discussed.

Adjournment: There being no further business, the meeting was adjourned at 8:50 p.m.

Respectfully submitted by:
Lori Chambers, HPC secretary