

**Minutes of the Metuchen Historic Preservation Committee Regular Meeting  
February 25, 2021**

**Virtual Meeting (Zoom)**

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Chair Nancy Zerbe called the February 25, 2021 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. The Chair announced that the Borough of Metuchen had posted public notice of the meeting in accordance with New Jersey's Open Public Meetings Act and that instructions for participating in the Zoom meeting were publicly posted.

**Attendance:** Erin Murphy Casey, Steve Kitsko, Richard Miller, Thomas Mullins, Steven Patrick, Nancy Zerbe, and Tyler Kandel (Council Liaison)

**Review of Minutes:** The minutes of the January 28, 2021 regular meeting were reviewed; Richard Miller/Steve Kitsko (M/S/C, unanimous) to approve.

**Public Comment:** No members of the public were present.

**Update on the New Jersey Historic Trust grant:** Nancy Zerbe reported that she was coordinating with the Borough Administrator on the administrative steps necessary to set up the grant project.

**Proposal for a historic preservation video:** Steve Patrick explained that a subcommittee had virtually met and prepared a concept outline for a historic preservation video that the Borough could prepare. The subcommittee consisted of Steve, Nancy Zerbe, and volunteer Brian Keenan, a Metuchen resident who serves as Executive Director of the Bayshore Discovery historic site, where he has valuable experience with short videos. The committee agreed with the overall concept to develop a video that focuses on the positive aspect of Metuchen's built environment and how it is an important part of what people love about Metuchen. The subcommittee will make minor changes to the proposal and submit it to Council Liaison Tyler Kandel.

**Outreach ideas:** Nancy Zerbe asked for other ideas for promoting the value of Metuchen's historic resources. The committee discussed the idea of starting a Facebook page that would have positive info, including factoids and photos about Metuchen's older buildings and neighborhoods. Council Liaison Kandel will discuss the concept with the Borough administrator.

**Historic Preservation Element:** Nancy Zerbe reported that she and planner Chris Cosenza are close to finishing up the work on the element. The problem has been the appendix material related to the past historic sites survey material. As a result of the work on the appendix, some of the text in Chapter 6 of the main body of the document had to be changed. Due to the fact that the committee reviewed and approved this text in December 2020, Nancy agreed that she would send the revised Chapter 6 to committee members who had been part of the December review and would send the entire draft to the new members.

**Coordination with the Highland Park Historic Preservation Committee (HPC):** Nancy Zerbe reported that she had spoken to a member of Highland Park's HPC and they are interested in the possibility of coordinating with our committee on some initiatives that would help both communities. One idea discussed was the possibility of organizing pro-active workshops such as "how to repair old wood windows."

**Public Posting of HPC Minutes/Agendas:** Nancy Zerbe reported that Lori Chambers had submitted our 2020 meeting minutes and agendas to the Borough Clerk. The Council has now voted to approve them and they will be posted on the Borough website. In the future, we will submit each month's minutes and agenda on a monthly basis.

**NJDoT Letter to Consulting Parties:** As follow-up to the committee's discussion at the January meeting, a response had been sent to the New Jersey Department of Transportation (NJDoT) regarding the proposed replacement of the Grove Avenue Bridge over the Port Reading Railroad Historic District, a National Register-eligible historic district. A copy of the response had been distributed to all committee members.

**Adjournment:** There being no further business, the meeting was adjourned at 8:19 p.m.

Respectfully submitted by:  
Nancy Zerbe, HPC Chair