

**ORDINANCE 2025- 07**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**ORDINANCE CREATING THE METUCHEN  
HISTORY ADVISORY COMMITTEE**

**WHEREAS**, the United States of America will celebrate its 250th anniversary in 2026; and

**WHEREAS**, the Borough of Metuchen (“Metuchen” or “the Borough”) will celebrate its 125<sup>th</sup> anniversary of its formation this year, in 2025; and

**WHEREAS**, Metuchen has a rich historic legacy, filled with stories of accomplished citizens, veterans who have served the country, business and political leaders, inventors, authors, musicians and celebrities, all of whom have contributed to the success of this community, State and Country; and

**WHEREAS**, Metuchen has secured funding to preserve and restore the Colonial Cemetery so that the Borough residents and the public at large may properly pay tribute and honor past citizens of the Borough who defended this country in times of war; and

**WHEREAS**, Metuchen has launched several initiatives to reclaim and reimagine some of its past including the formation of an Arts District, the centerpiece of which will be a state-of-the-art Forum Theater on Main Street; and

**WHEREAS**, Metuchen operates under the Borough Form of Government which permits “...the Borough Council to create such advisory councils to the municipality as it may choose...” (*N.J.S.A.* 40A:60-7); and

**WHEREAS**, Metuchen informally created a “Historic Preservation Committee” who have met and reported to the Mayor and Council; and

**WHEREAS**, in order to ensure that Metuchen’s revitalization continues to be informed by its rich and illustrious past, the Mayor and Council have determined that it is in the best interest of the Borough to reform the “Historic Preservation Committee” and to create and establish the “Metuchen History Advisory Committee”, and to codify its existence and its duties and responsibilities, to assist in rediscovering the Borough’s notable past and educating the current citizenry.

**NOW THEREFOR BE IT ORDAINED** by the Council of the Borough of Metuchen that it hereby creates Chapter 10, Article 14 of the Code of the Borough of Metuchen to state as follows:

**Article 14.**  
**History Advisory Committee**

**§ 10-47. Establishment; composition.**

There is hereby established a History Advisory Committee. The History Advisory Committee shall be made up of seven (7) members, all of which shall be residents of the Borough of Metuchen. Each members' term of office shall be for a period of three (3) years on a staggering basis. The initial appointment of its seven (7) members shall be as follows: two (2) members for a term of three (3) years; three (3) members for a term of two (2) years and two (2) members for a term of one (1) year, all of which shall expire on December 31<sup>st</sup> of the respective term. Thereafter, the term of its members shall be for a period of three (3) years.

**§ 10-48. Appointment; selection of Chairperson; vacancies.**

The Mayor shall nominate and, with the advice and consent of the Borough Council, appoint all members of the Committee. The Borough Council liaison shall be annually selected by the Borough Council at the reorganization meeting of the Borough held in January of each year. The members of the Committee shall annually select one of its members as Chairperson. Vacancies occurring on the Committee otherwise than by expiration of their term of office shall be filled for the unexpired portion of the term in the same manner as an original appointment. A vacancy shall exist in the event that a member fails to attend and participate in or at Committee meetings for a period of eight (8) consecutive weeks without being excused by a majority of the Committee members at the conclusion of such period, provided, however, that the Committee may refuse to excuse only with respect to those failures to attend and participate which are not due to legitimate illness. The Committee shall promptly advise the Mayor and Council upon a vacancy in its membership.

**§ 10-49. Powers and duties.**

The Committee shall have the following powers and duties:

A. To establish, amend, and supplement its own bylaws to the extent not inconsistent with this article nor with any other municipal, state or federal regulation or law. The Committee shall schedule and meet after advanced written notice to the Borough Clerk, as decided by the Committee and as may be directed by the Mayor and Council;

B. To advise the Mayor and Borough Council regarding matters of historic significance to the Borough;

C. Foster the historic heritage of the Borough by encouraging the preservation of resources within the Borough which reflect elements of its cultural, social, economic and architectural history;

D. Encourage and conduct historic and genealogical research and create resources to be approved by the Borough Administration for print and on-line publication so that residents may learn more about the history of the community;

E. Seek to coordinate, assist and unify the efforts of public and private agencies and organizations of local, state and national scope in accord with the purposes of this article;

F. Recommend content for the Borough website and publications;

G. Upon notice and written approval of the Mayor and Council to seek and apply for grants and outside public funding to enhance history-related programming within the Borough;

H. To make a written annual report to the Mayor and Council detailing its activities for the previous year and to make presentations before the Mayor and Council at such time as the Mayor and/or Council shall request;

I. Carry out other such duties and responsibilities as may be assigned from time to time by the Mayor and/or Borough Council;

J. The Committee shall be advisory in nature, it nor its members have the authority to contract, bind or act on behalf of the Borough of Metuchen. Its sole function is to assist the Mayor, Council and Administration of the Borough of Metuchen in matters provided for above in the Borough of Metuchen.

**BE IT FURTHER ORDAINED** by the Mayor and Council that all prior ordinances, or sections of ordinances, resolutions and Borough actions inconsistent with the within ordinance are hereby repealed; and

**BE IT FURTHER ORDAINED** by the Mayor and Council that upon final passage and publication as provided by law and the effective date of the within Ordinance, the Historic Preservation Committee previously informally established shall cease to exist and shall be reformed to the Metuchen History Advisory Committee established herein; and

**BE IT FURTHER ORDAINED** by the Mayor and Council that all remaining sections of Chapter 10 not amended herein shall not be affected thereby and shall remain in full force and effect; and

**BE IT FURTHER ORDAINED** by the Mayor and Council that if any section, subsection, paragraph, sentence, clause or phrase of this Ordinance shall be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Ordinance, which shall continue in full force and effect, and to this end, the provisions of this Ordinance are hereby declared to be severable; and

**BE IT FURTHER ORDAINED** by the Mayor and Council that this ordinance shall become effective immediately upon final passage and publication as provided by law.

Introduction: April 7, 2025  
 Date of Publication: April 11, 2025

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB	
BRANCH	X				HYMAN	X				
DELIA				X	KANDEL	X				
GIAMBOI	X				JETHWANI	X				
MOTION	<b>GIAMBOI</b>			<b>SECOND</b>		<b>KANDEL</b>				
X – INDICATES VOTE				AB- ABSENT			NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of an ordinance introduced by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on April 7, 2025.

\_\_\_\_\_  
 Deborah Zupan, RMC  
 Borough Clerk

Adopted: April 28, 2025  
 Date of Publication: May 2, 2025

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB	
BRANCH	X				HYMAN				X	
DELIA	X				KANDEL		X			
GIAMBOI	X				JETHWANI	X				
MOTION	<b>DELIA</b>			<b>SECOND</b>		<b>GIAMBOI</b>				
X – INDICATES VOTE				AB- ABSENT			NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of an ordinance adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on April 28, 2025.

\_\_\_\_\_  
 Deborah Zupan, RMC  
 Borough Clerk

ATTEST:

BOROUGH OF METUCHEN

\_\_\_\_\_  
 Deborah Zupan, RMC  
 Borough Clerk

By: \_\_\_\_\_  
 Jonathan M. Busch  
 Mayor