

## **Fair Lawn Historic Preservation Commission (FLHPC) Meeting Minutes for February 13, 2008**

- 1) 7:40 PM Call to Order
- 2) Confirmation of Notice to Comply With Open Public Meeting Act
- 3) Roll Call  
Felice Koplik – present  
Lou DiGeronimo - absent  
Pam Coles - present  
Maureen Moriarty - present  
Ray Richter – present  
Amy Hummerstone - present
- 4) Quorum Declared
- 5) January 2008 Meeting Minutes - The minutes of the January 9, 2008 meeting were previously circulated to the Commission members. The minutes were discussed and a motion to approve was made by Maureen and seconded by Amy. The motion passed unanimously. A motion was made by Maureen and seconded by Amy that beginning with the Commission's January 2008 meeting, the FLHPC minutes should be posted on the Fair Lawn Borough web site. The motion passed unanimously. Ray will contact Ron Lotterman, webmaster for the Fair Lawn web site, to accomplish this.
- 6) Old Business – Felice and Ray summarized their January 10, 2008 meeting with Rich Ball concerning the FLHPC web page on the borough website. We reviewed commercial software for web design. Similar software may be available as freeware on the web. The best approach appears to be buying a separate web domain name for the FLHPC and hosting an independent FLHPC web site on a server separate from the Borough web site. This would allow more flexibility and capacity for the FLHPC web content. There would be a link to the FLHPC site on the Borough website. The estimated costs of an independent domain name and web site will be included in the FLHPC budget proposal presented to the Fair Lawn Council. Approval of this budget item will guide the FLHPC for the next step.
- 7) New Business

Felice explained the progress of the grant application for the Preservation Plan for the Naugle House. The Trust Fund's recommendation has been made to the Bergen County Freeholders for approval of \$19,500 for this plan. A final decision is expected in May.

A discussion of the Vanderbeck and Naugle Houses centered on the information available from The Library of Congress and Bergen County concerning the history and significance of these sites.

A draft letter to the Fair Lawn Council concerning the continued deterioration of the Naugle House was circulated and discussed. It was noted the letter should formally express appreciation for the fence that was recently installed around the house while noting that work must still be done to protect the house from the elements until it can be restored. Ray will revise and circulate the draft to the Commission members.

Programs were discussed with an eye toward public outreach ideas.

Felice suggested formation of sub committees for upcoming tasks. Ray felt the Commission could accomplish the tasks on an informal basis by assigning specific tasks to individual commission members.

Amy agreed to be the FLHPC liaison to the Fair Lawn school children "Naugle Kids" in order to keep open communications between the FLHPC and the school children interested in the Commission's work and goals.

Felice expressed the need for FLHPC members to have a presence at the meetings of other Fair Lawn committees, boards and commissions that are related to the goals of the FLHPC. These would include Open Space, Zoning, Planning, Council and other meetings.

The question of CLG's was explained and discussed. A CLG or Certified Local Government is a designation that would enable Fair Lawn and/or the FLHPC to apply for additional grant monies. Maureen will follow up with Mike Hakim for details of the CLG process, advantages, related grants, local ordinances, etc.

Felice was contacted by a Montclair State student who is a Fair Lawn resident expressing interest in interning with the FLHPC. While the FLHPC does not have a formal intern program, Felice will follow up to see if the student, under FLHPC guidance, would be interested in helping with the various events and research that the FLHPC is planning for 2008.

A local general contractor also contacted Felice with interest in the Naugle House as a possible location for his business and a related non profit organization for restoration of historic buildings. Both Ray and Felice will follow up with him to explore his ideas and if they could be suitable and plausible for the Naugle House.

A draft letter to the Mayor and Council concerning the Vanderbeck and Naugle Houses was circulated and discussed. This letter addresses the Local Historic Designations and possible end uses of the sites. At the January 28, 2008 Open Space meeting, it was suggested the FLHPC formally present such requests and ideas.

Numerous budget ideas were presented and discussed. It was decided the budget needed line itemization with specific references to objectives in the Fair Lawn Code and the FLHPC mission statement. Ray advised that he placed a call to Tom Metzler to discuss budget submission guidelines, format, deadlines, etc. Ray will follow up with Tom Metzler and then prepare and circulate a draft budget to the FLHPC members.

The March 1<sup>st</sup> workshop at Drew was discussed. Felice, Ray, Pam and Amy will be attending.

Felice summarized her discussions with Fred Raffetto of Preservation New Jersey regarding certain issues facing the FLHPC. a) A Master Plan listing does not imply designation as a Local Historic Landmark, and b) Property owner consent is not necessary for Local Historic Landmark designation. However, cooperation with the property owner is encouraged.

- 8) There were no formal public comments offered.
- 9) 10:15 PM Motion to Adjourn

Respectfully Submitted,

Ray Richter