**WASHINGTON TOWNSHIP HISTORIC PRESERVATION COMMISSION**

**MINUTES**

December 6, 2017

This regularly scheduled meeting of the Washington Township Historic Preservation Commission (HPC), advertised in the *Observer Tribune* and the *Daily Record* in accordance with the Open Public Meeting Act and posted on the Municipal Building bulletin board and the Washington Township (the Township) website, was called to order at 7:14 by Chairman Stokes and is being held in the lower room of the Municipal Building, 43 Schooley’s Mountain Road.

**Present:** Eileen Stokes, Jennifer Gorini, Jessica Forman, Ed Lichon, Leah Korbel, Steve Nebesni (arrived 7:52)

**Absent:** Susan Penney, Cindy Boerner-Lay

The meeting was open and closed for public comments.

**Minutes**

* The **July 6, 2016, July 20, 2016,** and **July 19, 2017** minutes were tabled for the next meeting.
* **October 4, 2017.** Ed Lichon moved to accept the minutes as amended. Jessica Forman seconded the minutes. Eileen Stokes, Jennifer Gorini, Jessica Forman, and Ed Lichon unanimously accepted the minutes. Leah Korbel abstained from voting on the minutes.
* **November 1, 2017.** Ed Lichon moved to accept the minutes as amended. Jessica Forman seconded the minutes. Eileen Stokes, Jennifer Gorini, Jessica Forman, and Ed Lichon unanimously accepted the minutes. Leah Korbel abstained from voting on the minutes.

**Applicants**

* **John Hughes, 38 Fairview Avenue, B27 L10, German Valley Historic District (GVHD). Public Hearing.** The public hearinghas been carried forward to the January 3, 2018 meeting.
* **Samaras, 30 Schooley's Mountain Road, B27 L27, GVHD. Window replacement.**  HPC member Cindy Boerner-Lay will be appearing on behalf of the application and is recused from all deliberations. The applicant proposes to replace three attic windows. Cindy Boerner-Lay provided numerous photographs of the existing condition of the windows that showed: rot; cracked wood; missing grills; nails, screws, caulk, and spray foam on the windows; and missing weights and ropes. The windows must be completely rebuilt with new materials or replaced. The windows are proposed to be replaced with Pella Architect series simulated divided light wood or clad windows to match the existing Pella simulated divided light windows on the house. All windows will be replaced in the same size, shape, and grill pattern. The house currently has a mix of original, simulated divided light, and pop-in-grill windows. Jessica Forman moved to approve the replacement of the three attic windows with Pella Architect series simulated divided light wood or clad windows. Leah Korbel seconded the motion. Eileen Stokes, Jennifer Gorini, Jessica Forman, Ed Lichon, Leah Korbel, and Steve Nebesni unanimously approved the motion.
* **Washington Township Historical Society, 6 Fairview Avenue, B L, GVHD. Gas hook up placement.** The Washington Township Historical Society proposes to connect a gas line to the museum building at 6 Fairview Avenue. The gas line would connect to the west side of the building. All visible exterior components of the gas meter will be against the west side of the building behind holly bushes. This project also includes removal of the oil tank on the east side of the building. Steve Nebesni moved to approve the placement of the gas meter and removal of the oil tank. Ed Lichon seconded the motion. Jennifer Gorini, Ed Lichon, Leah Korbel, and Steve Nebesni unanimously approved the motion. Eileen Stokes and Jessica Forman were recused due to membership in the Washington Township Historical Society.

**New Business**

* + - **Calendar 2018.** Proposed 2018 calendar is the same as the 2017 calendar.
		- **Budget 2018.** Chairman Stokes discussed the proposed 2018 budget.
		- **Annual Disclosure – Harassment.**
		- **Outstanding reimbursements for 2017.** Due asap to Finance Office.

Eileen Stokes, Jennifer Gorini, Jessica Forman, Ed Lichon, Leah Korbel, and Steve Nebesni unanimously adjourned the meeting at 9:00.

Respectfully Submitted,

Jennifer Gorini

Approved 4/4/18

Motion by Ed Lichon, Second by Steve Nebesni.

Unanimous