

**Historical Preservation Commission
City of Lambertville
Regularly Scheduled Meeting Minutes
Tuesday, May 8, 2012, 7:30 p.m.
Justice Center, 25 South Union Street**

The meeting was called to order at 7:30 p.m. by the Chairman, Stewart Palilonis with a statement of compliance with the Open Public Meetings Act, noticing the Beacon, the Democrat, the Times, and posted to the bulletin board at City Hall and the website at www.lambertvillenj.org.

ROLL CALL.

Mr. Freedman called the roll as follows:

Present: Lou Toboz, Stewart Palilonis, Jim Amon, John Hencheck, David Ringer, Richard Freedman

Absent: Nora Linderman and Bill Dorman.

APPROVAL OF MINUTES

Stewart Palalonis made a motion to approve the minutes as submitted, for the April 10, 2012 session of the Historical Preservation Commission. John Hencheck seconded the motion. An affirmative voice vote was taken in favor of the motion by all members present, with Richard Freedman abstaining from the vote.

MOTION CARRIED.

OLD BUSINESS

Dave Ringer noted that on the re-roofing job on the Baptist Church, 57 Bridge St, the proper snow guards have not been installed. He explained that this is a dangerous situation - they are likely to fail in a heavy snow storm - and does not comply with either the commission's stated requirements or the manufacturer's specifications. Wood or stainless steel rail-type snow guards are required to replace the original snow guards in-kind.

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Dave Ringer made a motion to amend the December, 2011 minutes of the Historical Preservation Commission to include this requirement. John Hencheck seconded the motion. An affirmative voice was taken in favor of the motion by all members present.

MOTION CARRIED.

NEW BUSINESS

The board discussed their desire to have the Commission's meeting minutes written and distributed within one week of each meeting, so that they can be reviewed as early as possible.

It was also discussed that letters of approval to applicants may need to be reviewed by one or more appropriately technical board members before being sent out to the applicants, and that this also needs to be done quickly, so as not to inconvenience the applicants. The members expressed their opinions that this could all be done by email, and need only be done for approvals that deviate from or modify a submitted application.

Jim Amon suggested that the board be given a maximum of 4 "working days" to review minutes and approval letters.

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Jim Amon made a motion that:

1. For the purpose of this motion, "Working Days" be defined as calendar days on which the City of Lambertville's offices are open for business.
2. The Commission shall require draft meeting minutes to be distributed to the members by email within five (5) working days.
3. The Commission members shall have four (4) working days to respond to and/or correct the draft minutes. If there are no responses from members at the end of four working days, then the draft minutes shall become final, without amendments.
4. Approval letters which modify the plans put forth on a submitted application shall be distributed to the Commission members via email, for their review and approval.
5. The Commission members shall have four (4) working days to respond to and/or correct a draft approval letter sent to them for review. If there are no responses from members at the end of four working days, then the approval letter shall be deemed approved, without modifications.
6. Approval letters which require review as explained in #4 above shall not be sent to the applicant until the letter has been approved, either by positive response from the Commission members, or by the passage of four or more working days with no response from the members.

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7. For approvals of both meeting minutes and approval letters, there shall be no minimum number of positive responses required from the Commission members for approval to take place.

Stewart Palalonis seconded the motion.

An affirmative voice was taken in favor of the motion by all members present. MOTION CARRIED.

PUBLIC COMMENT. None.

ADJOURNMENT

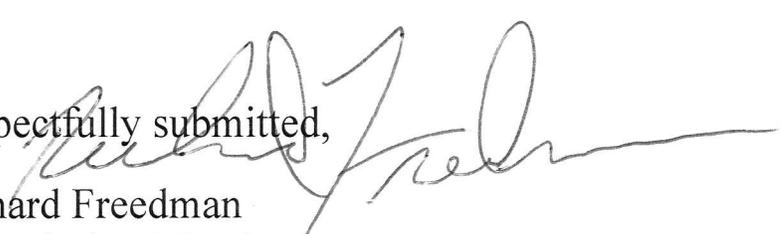
Dave Ringer made a motion to adjourn at 8:00 p.m.

John Hencheck seconded the motion.

An affirmative voice vote was taken in favor of the motion by all members present.

MOTION CARRIED.

Respectfully submitted,


Richard Freedman
Commission Member