

BOROUGH OF WESTWOOD  
HISTORIC PRESERVATION COMMISSION  
Thursday, May 20, 2021

**VIRTUAL MEETING**

**1. OPENING OF THE MEETING - 7:35pm**

This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regularly scheduled remote Historic Preservation Commission meeting. A revised Annual Schedule of meetings was published in the Record on October 5, 2020, posted on the Borough website and on the door of the Borough Hall in conformance with N.J.A.C. 5:39-1 et seq.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** - Present: Camille Sasena, Louis Scheideler, Lauren Letizia, Christopher Sandt, Councilwoman Dell, Grace Pessenti; Not present: Alena Bohacova (on leave through September), Charlie Johnston, Cindy Affinito, Matthew Corso, Consultant Tim Adriance

**4. MINUTES**

- a. **Approval of Past Minutes** – April 2021 Motion: C. Sasena, 2nd: C. Sandt. All in favor.

**5. PROCEDURAL**

- a. *Review and Adoption of Procedural Rules and By-laws - TABLED*

**6. CORRESPONDENCE - NA**

**7. STATEMENT OF ACCOUNTS and VOUCHERS - NA**

**8. OLD BUSINESS**

- a. **Historic Properties**
  - i. *Train Station* – Rededication TBD Sept/Oct (Station still closed by NJT for Covid)
  - ii. **84 Washington Ave** – C. Sasena looking in to a new date for a secondary visit
- b. **Projects**
  - i. *Certified Local Government Program – TABLED*
  - ii. **Historic Walking Tours**
    - 1. Governing body approved reception of grant funding and C. Sasena returned the paperwork to the NJ Trust for HP; C. Sasena to follow up with Trust to confirm receipts. Note: This is a reimbursement grant, so B. Dell will look into how the financing will work with our payments to Travel Stories and T. Adriance if/when we exceed our annual budget allocation with prepayments against the grant guarantee.
    - 2. Commission agreed to direct T. Adriance to provide a proposal for research over a 1.5 mile diameter inclusive of the CBD and from that proposal, the Commission will consider sites to include on the tour.
    - 3. Scope of work from Travel Stories was signed and delivered. Initial training meetings TBD. C. Sasena and L. Letizia to attend.
  - iii. *Pride of Place – TABLED*
  - iv. **“About Preservation” Series – TABLED**
- c. **Training Status & Opportunities – NA**

**9. NEW BUSINESS**

- a. **Borough Hall is reopened** - June meeting will be in person unless extenuating circumstances arise

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- b. Discussion of how to elevate the awareness of Preservation included ideas for running a survey on social media (ie: what would you like to know about your old house?), hands on events (ie: restoring old windows; how to strip paint off wood; how to polish wood, etc.) and how this might coincide with National Preservation Month.
  1. L. Letizia to reactivate HPC Instagram account and begin to cross post things that she has been putting on the HPC Facebook page.

**10. ADJOURNMENT 7:55pm**