



# Westfield Historic Preservation Commission

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**Meeting Date:** October 23, 2023

**Meeting Type:** Regular Meeting of the Commission

**STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT** In compliance with the Open Public Meetings Act, notice of this meeting was provided by noticing this meeting in the Westfield Leader, TAP and by posting it on the bulletin board in Town Hall.

**Attendees:** Maria Boyes (Chair), Jennifer Jaruzelski (Vice-chair), Greg Blasi, Mary Anne Healy, Jacqueline Brevard, Carol Tenner (Town Historian), Maryellen McVeigh (Alt#2), Tom Jardim, (Town Attorney)

**Absent:** Ann Freedman (Planning Board), Mark LoGrippo (TC), Barton Ross (HPO), Kathryn Reed (Alt#1), Kelly Kessler

**Approval of Minutes:** September 18, 2023. A motion to approve the minutes was made by Jennifer Jaruzelski and seconded by Mary Anne Healy. The motion carried unanimously.

## **NEW BUSINESS:**

### **Update on Historic Preservation Element revisions to the Master Plan by H2M**

Jennifer Jaruzelski reported that a public meeting was held on October 19<sup>th</sup> in Town Hall with the representatives of H2M, and the subcontractor, Easton Architects. The meeting was sparsely attended with four members of the WHPC making up the majority of the audience. Attendees received assurances from the architectural firm that the full scope of work including the creation of a Historic Preservation Plan Element for the Westfield Town Master Plan, an Intensive Level Survey and report, and the completion of all necessary forms for the New Jersey and National Registers of Historic Places application would be included in the final work product. The representative from Easton Architects further stated they would shepherd the application through to its final approval.

At the public meeting, Commission member Maryellen McVeigh requested a sample work product from the architectural firm so they could review the work the firm had done on similar projects and identify areas of emphasis for the Westfield project. The Commission Chair will follow up with Don Sammet, who is acting as liaison between the Commission and H2M.

**Timeline for work:** Jim Gildea emailed a timeline for the project that was prepared in collaboration with H2M to Commission members. The timeline provided by Mr. Gildea is as follows:

- a. October 19-Public meeting #1-Westfield Community Room at Town Hall
- b. November 20(?)-internal meeting to discuss progress
- c. December 14<sup>th</sup>- Public Meeting #2-Westfield Community Room at Town Hall
- d. February 5<sup>th</sup>-Planning Board meeting for introduction of Master Plan Element
- e. March 4<sup>th</sup>- Planning Board meeting for adoption of Master Plan Element
- f. In the intervening timeframes. The Downtown Survey and nomination forms will be worked on by the sub consultant, Easton Architects and H2M
- g. H2M is very aware of the grant time frames and we made sure to remind them that they must be met.

Chair Boyes expressed concerns of the Commission noting that when the grant application was submitted to the New Jersey Historic Trust, the Commission submitted the credentials of the firm that was prepared, best qualified and ultimately approved by the state to perform the work outlined in the grant proposal. The Commission was not informed that the proposal would then go through an RFP process since the town's share of the \$60,000 project was only \$15,000. At the bid opening, concerns of the Commission's representatives were not heeded, and the bid was awarded to H2M, a firm with limited experience in preparing historic preservation master plans. Commission members have expressed that it is essential to involve the Commission in all aspects of this project to ensure that the final product fully complies with the scope of work outlined in the grant application.

#### **HPO Report:**

- **Status of CLG application;** Application was resubmitted on September 19<sup>th</sup> and is currently under review.
- **Demolition Review for 514 Downer Street:** Barton Ross provided the Commission with his determination addressing the demolition application for 514 Downer Street. After consultation with Tom Jardim, HPC attorney, the discussion was tabled due to inaccuracies in the original application.

#### **OLD BUSINESS:**

##### **Committee Reports**

**Devlin Awards Committee:** Jennifer Jaruzelski reported that the awards ceremony is scheduled for Thursday, November 2, at 7:30 pm in the Community Room of Town Hall. This year's awardees are:

##### **Commercial & Institutional:**

Mimi & Hill storefront  
St. Paul's steeple restoration  
Train Station Kiosk

##### **Restoration & Addition**

612 Elm Street  
121 Effingham Pl.

##### **Restoration & Painting**

601 Lenox Ave.

##### **Sensitive Addition**

100 W. Dudley Ave.

New Construction Sensitive to Area

256 W. Dudley Ave.

In addition, the Commission will award honorary commendations this year to the Martin Luther King, Jr. Association and Friends of Brightwood Park for their research and promotion of Westfield's African-American landmarks. Sherry Cronin will receive the Chairman's Choice Award, the HPC's highest honor, for her longtime service to Westfield's historic downtown.

**Homeowner Relations:** Jackie Brevard reported several homeowners in the 200 block of West Dudley were interested in designating their homes and felt the committee should move ahead with the nominations on an individual basis.

**Open Meeting to Members of the Public:**

Alexander Liu of 611 Downer Street attended the meeting in hopes of expressing his opposition to the proposed demolition of 514 Downer Street. Mr. Liu asked for clarification regarding the tabling of the demolition review and was advised to attend the commission's next meeting in November.

**Adjournment:** A motion to adjourn was made by Mary Anne Healy and seconded by Jacqueline Brevard. The motion was carried unanimously, and the meeting was adjourned at 9:03 pm.