**HPAB MEETING MINUTES June 25, 2020**

**ATTENDED**

Maureen Strazdon

Vic Bary

Teresa Bulger

Linda Livelli

Loretta Smith

Maureen McDougall

Bill King

Alan Leiberman

Jeff Pistol

Steve Salzman

Sarah Oliver

**Start time** 7:30 pm

**End time** 8:28 pm

Call conducted via Audio Conference Bridge

**Discussed**

Meetings – we will continue via Zoom for the next meeting in July. Alan is away but we can use Linda’s bridge using video

HPE (Historic Preservation Element) – Steve S – Maureen sent a note to Kathleen Murray of the Planning Board asking about the status of the HPE. The Planning Board is postponing discussion of our document until things are back to normal. The document has been with the Planning Board since October 2019 with no action. They aren’t having a July 1 meeting since there is no business for them to review. Maureen proposes we do the paperwork/forms to make comments at the virtual Planning Board meetings and bring up the Historic Element at the next meeting, scheduled for July 15. Steve will draft remarks for Maureen to deliver and distribute them for review by the HPE subcommittee.

Plaques- 18 plaque orders rec’d (ten orders rec’d in April, six in May and two in June). We will wait for more orders before ordering more from the manufacturer. Let’s do a photo op with the English Village Board – when their plaque comes in. Bill will take the photos. Nikki was going to get some “quotes” from the homeowners on their plaques to post on our Facebook page. Plaques should be here Mid-July. Maureen will do drop offs. We can rotate the duties.

Sunny Acres Design Guidelines- Vic started to put descriptions together and asked Maureen M to pick up where he left off. Maureen M should have something done by the next HPAB Meeting but will get something to Vic in about 10 days. How do we distribute? We should have two documents – the full guidelines and a 1- or 2-page document with the highlights that refers people who need the complete information to the other document. 1/3 of Sunny Acres home owners have emails but Loretta can deliver hard copies to the homeowners. Sunny Acres has a Welcome Committee and we can give an highlight version to all new homeowners. Loretta will speak to SA President.

Audio Tour – June we had 106 views of the brochure. People are still clicking our links. No plans for any add-ons to the project or any more publicity.

Social Media – 986 likes on Facebook. Amy Imhoff has been posting some fun pictures of people on the River on Facebook. Need someone to take over something in July. Teresa will take over July. She will keep a summer theme going and reach out to Vic for some photos.

Website – Bill K has posted our minutes.

COE (Certificate of Eligibility) – Teresa finished the CoE for the Observatory but hasn’t submitted it yet. It needs some editing. She will carve out some time for that.

Gazebo @ the corner of Bloomingdale and Elizabeth Avenue – Maureen M was working on getting photos from her friend Tara. HPAB would like to document it.

TV35 – Nikki was asking a friend who told her we needed to fill out a form to have our DVD shown.

Westfield Leader – The Mayor has proposed a change in their ordinance that historic buildings prior to 1930 cannot be changed. A lot of “letters to the editor”, some opposed, some in favor – Maureen S will forward to the group.

Next Meeting – Next Call 7/23/20 Video Call

Submitted by Linda Livelli – 6/25/20