

Historic Preservation Commission

The City of Orange Township New Jersey



Date December 17, 2025

Resolution No. 11-2025

TITLE: A RESOLUTION OF THE CITY OF ORANGE TOWNSHIP HISTORIC PRESERVATION COMMISSION APPOINTING TRISHA SCIPIO TO SERVE AS SECRETARY TO THE HISTORIC PRESERVATION COMMISSION FOR THE CALENDAR YEAR 2026 AND RECOMMENDING THE CITY COUNCIL APPROPRIATE FUNDS FOR THE SECRETARY TO ACT IN THAT CAPACITY.

WHEREAS, pursuant to the New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-108b, the Historic Preservation Commission may retain the services of a municipal employee to serve as Secretary to the Commission; and

WHEREAS, Trisha Scipio is a municipal employee and has expertise in the administration of the historic preservation commission ordinance of the City of Orange Township, and in the duties of the Secretary to the Historic Preservation Commission, specifically, creating and publishing the annual calendar of meetings, keeping record of the members' terms and expiration thereof and oaths sworn, creating and publishing the agendas for each meeting, ensuring that meetings are recorded, drafting minutes of each meeting, publishing advance notice of each meeting including all applications and other business of the Commission, which agenda and materials shall be made publicly available by the Secretary at the Clerk's Office prior to each meeting of the Commission, record-keeping records of votes on each resolution and memorialization thereof, adoption and memorialization of resolutions, and other business, including facilitating purchase orders and payments; and

WHEREAS, the Trisha Scipio has rendered the foregoing services to the Historic Preservation Commissions from time to time in the recent past and was satisfied with Ms. Scipio's services which were timely, efficient and well-executed; and

WHEREAS, for the foregoing reasons, the Historic Preservation hereby appoints Trisha Scipio as its Secretary for the calendar year 2026, and recommends to the governing body that Ms. Scipio be compensated, in its discretion, for the calendar year 2026, and further recommends that the governing body set aside and appropriate funds for this expense at the same rate of compensation for other land use board secretaries as set by the City of Orange Township;

NOW, THEREFORE, BE IT RESOLVED, that the City of Orange Township Historic Preservation Commission appoints Trisha Scipio as the Secretary to the Historic Preservation Commission, and recommends, and requests, that the governing body set aside and appropriate funds for the Secretary to the Historic Preservation Commission position for the calendar year 2026, at the same rate fixed by the governing body for the compensation of other land use board secretaries.

BE IT RESOLVED BY THE ZONING BOARD OF THE CITY OF ORANGE TOWNSHIP that Trisha Scipio is hereby appointed as Historic Preservation Commission Board Secretary for a term commencing January 1, 2026, and continuing through December 31, 2026, at the prevailing compensation as indicated in the Municipal Budget of the City of Orange Township.

Motion to Approve

Motion Date: December 17, 2025

M	2d	Member	AYE	NAY	N/V	N/P
<input type="checkbox"/>	<input type="checkbox"/>	CARROLL, Keith	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	MATTHEWS, Brandon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	MORRELL, Janice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	VELEZ, Abdiel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	WELLS, Karen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	DOWD, Kathy, Board Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	LEIGHT, Jody, Board Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

M: Motion
 2d: Second
 N/V: No Vote
 (Abstain/Excused)
 N/P: Not Present

Vote Totals:

0	0	0	0
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 Approved Rejected

This Resolution adopted this 17th day of December, 2025 memorializes the action taken at a meeting of the City of Orange Township Historic Preservation Commission with the roll call vote on the memorialization as follows:

Motion to Approve Resolution

Motion Date: December 17, 2025

M	2d	Member	AYE	NAY	N/V	N/P
<input type="checkbox"/>	<input type="checkbox"/>	CARROLL, Keith	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	MATTHEWS, Brandon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	MORRELL, Janice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	VELEZ, Abdiel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	WELLS, Karen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	DOWD, Kathy, Board Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	LEIGHT, Jody, Board Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

M: Motion
 2d: Second
 N/V: No Vote
 (Abstain/Excused)
 N/P: Not Present

Vote Totals:

0	0	0	0
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 Approved Rejected

I hereby certify that the foregoing is a true copy of a Resolution of the City of Orange Township Historic Preservation Commission memorialized on December 17, 2025.

Adopted:

Trisha Scipio
Historic Preservation Commission Secretary

Jody Leight
Historic Preservation Commission Chair