

**MINUTES**  
**RED BANK HISTORIC PRESERVATION COMMISSION**  
**February 21, 2024**

The Red Bank Historic Preservation Commission held a meeting on Wednesday, February 21, 2024, at 7:00 PM, in the municipal building, first floor, 90 Monmouth Street, Red Bank, New Jersey.

The meeting was called to order at 7:15 PM. A roll call showed that Louis Almerini, Marjorie Cavalier, Liam Collins, and Paul Cagno attended. Shawna Ebanks, PP, AICP, Director of Community Development, and Acting Board Secretary were also present.

The Open Public Meeting Statement Act was read. Adequate notice was posted in the newspaper, the Borough Clerk's office, the Borough website, outside the Red Bank Council Chambers, and on the front door of Borough Hall.

**Reorganization of the Board:**

Members of the Board announced nominations for the following positions:

**1. Chairperson:**

Motion: Nomination for Liam Collins as Chairperson

Moved By: Louis Almerini

Seconded By: Paul Cagno

Ayes: Louis Almerini, Paul Cagno, Marjorie Cavalier

Nays: None

Abstain: Liam Collins

**2. Vice Chair:**

Motion: Nomination for Marjorie Cavalier for Vice-Chair

Moved By: Liam Collins

Seconded By: Paul Cagno

Ayes: All in favor

Nays: None

Abstain: None

**3. Board Secretary:**

Motion: Nomination for Shawna Ebanks as Board Secretary

Moved By: Liam Collins

Seconded By: Paul Cagno

Ayes: All in Favor

Nays: None

Abstain: None

**4. Board Attorney:**

Motion: Nomination for Michele Donato, Esq. as Board Attorney

Moved By: Liam Collins

Seconded By: Paul Cagno

Ayes: Louis Almerini, Marjorie Cavalier, Liam Collins, and Paul Cagno

Nays: None

Abstain: None

**5. Official Newspapers:**

Motion: Nomination for Asbury Park Press, Two River Times, and Star Ledger as the Board's newspapers.

Moved By: Louis Almerini

Seconded By: Liam Collins

Ayes: All in favor

Nays: None

Abstain: None

**6. 2024 Board Meeting Calendar**

Motion: Approve the 2024 meeting dates as presented.

Moved By: Louis Almerini

Seconded By: Liam Collins

Ayes: All in favor

Nays: None

Abstain: None

**7. Minor Work Committee**

Motion: Appoint Paul Cagno, Louis Almerini, and Liam Collins as the Minor Work Committee

**Administrative Items:**

The Commission discussed the newly amended historic preservation ordinance and the procedure for filing an application to the Commission for building improvements and designation of new historic sites and structures.

The Commission discussed the status of the Borough's Historic Preservation Registry and which version was in effect. The properties listed in the 2009 Historic Preservation Element are the list the Commission will work with.

We discussed placing markers or plaques to identify historic structures throughout the Borough. This should include properties not listed on the Borough's inventory but other sites.

To provide background on the intentions of the new historic preservation ordinance, the Commission requested that the Board Attorney be present at the next meeting so that the Commission can ask any questions relating to the interpretation of the ordinance.

From now on, the meeting agenda will include a public comment section for members of the public to comment on anything related to Historic Preservation in the Borough.

Shawna Ebanks will contact the Borough's grant writer to research grant opportunities for historic preservation activities.

Liam Collins suggested seeking grant opportunities to incentivize property owners to be designated historic sites or help with home improvements. He also suggested that a historic preservation trust fund that would hold violation fees for improper work in the historic district be established.

The New Jersey Historic Trust will hold a Historic Preservation Conference in June in Jersey City. Shawna will follow up with details and registration information.

Cindy Burnham, 71 Wallace Street, mentioned that last year, she provided the Commission with information about tax incentives for opening enclosed porches and design guidelines to help the Commission review applications before the Commission. She also had questions about how applications for minor work would be reviewed.

Krystina Bonatakis thanked the Commission members for volunteering their time. She also mentioned that the Commission should be encouraged to do more than review applications; it should be proactive in historic preservation initiatives throughout the Borough. She is excited to see the Commission work on design guidelines for the historic sites.

Ben Forest thanked the Commission for their work and announced that the Council will appoint two new members at the next council meeting.

Cindy Burnham mentioned that the previous Commission wanted to designate Rector Place as a historic district and inquired whether two properties on Rector Place would be demolished.

The Property Owner of 153 Wall Street thanked the Commission and voiced concern that the properties not designated as historic are losing their structures. The Commission should look at the town for limiting altering structures throughout the Borough.

Marjorie Cavalier motioned to adjourn the meeting. Accordingly, the meeting was adjourned at 8:31 PM.

Respectfully,  
Shawna Ebanks  
Historic Preservation Commission Secretary