

MINUTES
RED BANK HISTORIC PRESERVATION COMMISSION
January 15, 2025

The Red Bank Historic Preservation Commission held a meeting on Wednesday, January 15, 2025, at 7:00 PM, in the municipal building, first floor, 90 Monmouth Street, Red Bank, New Jersey.

The meeting was called to order at 7:00 PM. A roll call showed that Louis Almerini, Marjorie Cavalier, Liam Collins, Paul Cagno, Karen Schmelzkopf, Anthony Setaro, and Bethy Varela attended. Shawna Ebanks, Board Secretary, was also present. Doug Miller and Andy North were absent.

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 Louis Almerini as Chairperson
Moved By: Liam Collins
Seconded By: Karen Schmelzkopf
Ayes: Marjorie Cavalier, Liam Collins, Paul Cagno, Karen Schmelzkopf, Anthony Setaro, and Bethy Varela
Nays: None
Abstain: Louis Almerini

2. Vice Chair:

Motion: Nomination for Majorie Cavalier for Vice-Chair
Moved By: Karen Schmelzkopf
Seconded By: Louis Almerini
Ayes: Louis Almerini, Liam Collins, Paul Cagno, Karen Schmelzkopf, Anthony Setaro, and Bethy Varela
Nays: None
Abstain: Marjorie Cavalier

3. Board Secretary:

Motion: Nomination for Shawna Ebanks as Board Secretary
Moved By: Liam Collins
Seconded By: Louis Almerini
Ayes: Louis Almerini, Marjorie Cavalier, Liam Collins, Paul Cagno, Karen Schmelzkopf, Anthony Setaro, and Bethy Varela
Nays: None
Abstain: None

4. Board Attorney:

Motion: Nomination for Michele Donato, Esq. as Board Attorney
Moved By: Louis Almerini

Seconded By: Liam Collins
Ayes: Louis Almerini, Marjorie Cavalier, Liam Collins, Paul Cagno, Karen Schmelzkopf, Anthony Setaro, and Bethy Varela
Nays: None
Abstain: None

5. Official Newspapers:

Motion: Nomination for Asbury Park Press and Two River Times as the Board's newspapers.
Moved By: Liam Collins
Seconded By: Louis Almerini
Ayes: All in favor
Nays: None
Abstain: None

6. 2025 Board Meeting Calendar

Motion: Approve the 2025 meeting dates as presented.
Moved By: Louis Almerini
Seconded By: Marjorie Cavalier
Ayes: All in favor
Nays: None
Abstain: None

7. Minor Work Committee

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

8. RiverCenter Liaison

Appointed: Karen Schmelzkopf

9. Historic Sites Committee

Appointed: Anthony Setaro, Karen Schmelzkopf, Marjorie Cavalier

RiverCenter Liaison Report

Karen reported that the new benches on Monmouth Street did not receive HPC input before being installed. Anthony asked if there could be a better process for RiverCenter to allow the HPC to provide input on matters within the historic district.

HPC Training

The Commission discussed having the Board Attorney attend the March meeting for a training session. The workshop will be held before the regular meeting, starting at 6:30. Notice will be made in the newspaper. Topics to be discussed include the designation of properties listed within the Historic Preservation Element and in past Council resolutions. The Commission members will provide questions to Shawna on March 10 to provide to the attorney for the meeting.

Executive Session

Liam Collins motioned to enter the executive session and was seconded by Louis Almerini. The Commission entered an executive session to discuss the proposals submitted for creating new design guidelines and the architectural survey.

Louis Almerini motioned to adjourn the meeting, seconded by Liam Collins. Accordingly, the meeting was adjourned at 8:09 PM.

Respectfully,
Shawna Ebanks
Historic Preservation Commission Secretary