

**MEETING MINUTES**  
**RED BANK HISTORIC PRESERVATION COMMISSION**  
**April 15, 2026**

The Red Bank Historic Preservation Commission held a regular meeting on Wednesday, April 15, 2026, 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, Matthew Cummings, Michael White, and Bethsy Varela attended. Michele Donato, Board Attorney, and Shawna Ebanks, 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, and outside the Red Bank Council Chambers.

**Regular Meeting Minutes: March 18, 2026**

Motion: Approved as presented  
Moved by: Marjorie Cavalier  
Seconded by: Matthew Cummings  
Ayes: Louis Almerini, Marjorie Cavalier, Liam Collins, Paul Cagno, Matthew Cummings, Bethsy Varela  
Nays: None  
Abstained: Michael White

**Minor Works Committee**

Over email, the Committee reviewed two minor works applications for signage at 8-10 Board Street and 21-23 East Front Street, both of which were approved.

**Historic Sites Designation/Design Guidelines Committee**

Architectural Heritage Consultants completed the intensive survey. Two copies are located at the library. Included in the survey are recommendations for future survey locations and for historic designation. The sites are Wallace & Mechanic Street, Lower Broad Street Corridor; Monmouth Street & Count Basie Theater; Peters Place & Reckless Estate; Leroy, Waverly, Arthur Places Neighborhood; Maple Avenue Corridor; Rector Place & Sigmund Eisner Complex; Shrewsbury Avenue & Drs James Parker Boulevard Corridor; River Road Neighborhood, and East Front Street.

**RiverCenter Liaison**

There was no report.

**Certified Local Government Designation Committee**

The Committee met to discuss the designation process. The first step would be to put together an inventory of all the buildings and properties that have already been designated- nationally or

at the state level. The priority should be to designate these sites locally, so they meet SHPO requirements.

Marjorie Cavalier mentioned that at the Historic Preservation Conference in June, Matthew Cummings should speak with representatives of SHPO to request assistance in obtaining designation as a CLG.

Michele Donato explains that the Commission should focus on identifying properties that have already been surveyed and properties designated under national and State, but not local, ordinances. Once these topics are covered, the Commission will get closer to becoming eligible for CLG status. She recommends strengthening existing procedures and documentation, and creating a budget for all the work that needs to be done. The CRG standards are dictated by the National Register of Law, not by the State. However, the State office reviews the applications, which can be subjective to the reviewer.

Liam Collins asked the Commission to enlist students and community members to assist with data collection.

Kristina Bonatakis stated that the CLG Committee would look at the national and State historic properties and designate them locally. Additionally, the Committee would be reviewing past Council resolutions intended to designate properties; however, they were not enacted by ordinance, so they should evaluate those properties for nomination to the Council.

Shawna asked for clarification on the areas of focus for the Historic Sites Designation Committee and the CLG Committee. Michele responded that the CLG should be focusing on the GLG guidelines to become certified. The Commission should recognize the properties identified by Architectural Heritage as historically significant and proceed to locally designate them after the ones on the national and State registries are designated.

Marjorie stated that the difference between the two committees is that one is for reviewing existing additional designation sites, and the other is for sites that have not been considered before.

Lou clarified that he suggested at the last meeting that the CLG Committee be formed to organize the Commission application submission to the State.

Shawna will work with Michele to draft an ordinance amending the historic preservation ordinance to designate the sites listed on the State and National Registers of Historic Places on the Borough registry.

### **Committees**

Michele clarified that the Commission should not have an effective majority on Committees; if there are three or more members, then the meetings must be notified. A quorum is four members out of a seven-member board.

The CLG Committee and the Minor Works Committee will advertise the days they meet and post the information on the website.

### **HPC 101: 40-42 Broad Street; Block 30.01, Lot 34**

Michael Monroe represented the applicant, 40-42 Broad Street, LLC. Mr. Monroe explained that the applicant had painted the building's exterior without HPC approval. The applicant completed interior renovations, including window replacements. They did not believe that the replacement of the windows required HPC review, so they continued with the work. There was also structural damage that needed to be repaired.

Renovations were underway for the residential units on the upper floors. During construction, damage occurred to the exterior. The first-floor façade remained the same. The bricks were different colors and types, so they were cleaned and restored. The paint color is Heritage Red by Benjamin Moore. The windows were custom-made as double-hung windows and closely matched the originals. The windows were made to look like the original.

Mr. Monroe clarified that the exterior painting was done without his input or knowledge, and that he is before the Commission to present the actions taken in painting the exterior without the Commission's approval.

Derek Fisher, 139 Bridge Avenue (Point Pleasant Beach Historic Preservation Commission), wanted to introduce himself to the Commission and offer assistance with any upcoming initiatives.

### **342 Broad Street Site Visit**

Liam Collins, Paul Cagno, and Matthew Cummings went on a site visit to the property. Liam explained that the house was vacant. The site visit was a courtesy visit since the location is not in the historic district. The members who attended encouraged the developer to integrate or reuse the mushroom house into his proposed design. The developer was sympathetic to preserving the structure; however, it was not fiscally feasible. He mentioned that he would try to incorporate some of the site's architectural and unique features into the proposed development, such as the peanut stone and other architectural elements on the columns at the front of the building. Additionally, the proposed design will incorporate designs and materials that depict the character of Red Bank. The Commission members who attended the site visit stated that the property was in a state of significant disrepair and didn't see anything architecturally significant that could be saved, except for the mushroom-shaped posts. The post may be replicated throughout the development.

The original owner was an actor, Charles Champlin, a Broadway producer and actor.

### **Historic Trust Grant Applications**

Shawna informed the Commission that the Borough will be applying for two historic trust grants. One will be a Historic Trust Tourism Grant for 50 plaques for 50 properties within the Broad Street

Historic District. Property owners must provide a letter stating they accept the plaques and submit it to the Historic Trust before August.

The second grant is the Historic Trust MCRP. This is for the Commission to receive funding to prepare a new historic preservation element and a 60-intense architectural survey. The survey would cover properties on the west side of the Borough. Architectural Heritage Consultants has provided a proposal to complete the element and the architectural survey.

Paul Cagno seconded Marjorie Cavalier's motion to adjourn the meeting. The meeting was adjourned at 8:40 PM.

Respectfully,  
Shawna Ebanks  
Historic Preservation Commission Secretary