

**Historic Preservation Commission  
REORGANIZATION & REGULAR MEETING MINUTES  
Tuesday, January 10, 2023  
VIA ZOOM @ 7:00PM**

**OPENING OF THE RE-ORGANIZATION MEETING:**

Anne Marie Rizzuto, Esq.  
(Standing in for Steven R. Tombalakian, Esq.)

Topic: January Reorganization  
Time: Jan 10, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/84289255750?pwd=SkNTcUZDbXoxZmZZNjV5TGIOckE3Zz09>

Meeting ID: 842 8925 5750  
Passcode: 097724  
One tap mobile  
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+1 309 205 3325 US  
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+1 646 931 3860 US  
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+1 386 347 5053 US  
+1 507 473 4847 US  
+1 564 217 2000 US  
+1 669 444 9171 US  
+1 669 900 9128 US (San Jose)  
+1 689 278 1000 US  
+1 719 359 4580 US  
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**ROLL CALL:**

Heinlein, Lucinda	<u>  P  </u>			Shaffer, Jenny	<u>  P  </u>
Cavano, Kurt	<u>  P  </u>	Osepchuk, Deborah	<u>  P  </u>		
MacMorris, Douglas	<u>  P  </u>	Rudell, Jeffery	<u>  P  </u>	Wierzbinsky, Joseph	<u>  P  </u>
	<u>      </u>		<u>      </u>		<u>      </u>

**Also Present :** Linda B. Henderson and Kristen Esposito

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**SWEARING IN OF NEW / RE-APPOINTED MEMBERS**

Jen Shaffer as a Class A member for a four year term expiring on December 31, 2026

Joseph Weirzbinsky as a Class C member for a four year term expiring on December 31, 2026

Kristen Esposito as the Alternate #1 member for a one year term expiring on December 31, 2023

Linda B. Henderson as the Alternate #2 member for a one year term expiring December 31, 2023

**2023 REORGANIZATION**

Election of Chair Person- Jenny Shaffer nominated – Deborah Osepchuk

Seconded by – Lucinda Heinlein

Heinlein, Lucinda	<u>Y</u>	Esposito, Kristen	<u>Y</u>	Shaffer, Jenny	<u>Y</u>
Cavano, Kurt	<u>Y</u>	Osepchuk, Deborah	<u>Y</u>	Linda B. Henderson	<u>Y</u>
MacMorris, Douglas	<u>Y</u>	Rudell, Jeffery	<u>Y</u>	Wierzbinsky, Joseph	<u>Y</u>

Election of 1<sup>st</sup> Chair Person- Jeffery Rudell nominated – Lucinda Heinlein

Seconded by – Deborah Osepchuk

Heinlein, Lucinda	<u>Y</u>	Esposito, Kristen	<u>Y</u>	Shaffer, Jenny	<u>Y</u>
Cavano, Kurt	<u>Y</u>	Osepchuk, Deborah	<u>Y</u>	Linda B. Henderson	<u>Y</u>
MacMorris, Douglas	<u>Y</u>	Rudell, Jeffery	<u>Y</u>	Wierzbinsky, Joseph	<u>Y</u>

Election of 2<sup>nd</sup> Chair Person- Lucinda Heinlein nominated – Jeffery Rudell

Seconded by – Jenny Shaffer

Heinlein, Lucinda	<u>Y</u>	Esposito, Kristen	<u>Y</u>	Shaffer, Jenny	<u>Y</u>
Cavano, Kurt	<u>Y</u>	Osepchuk, Deborah	<u>Y</u>	Linda B. Henderson	<u>Y</u>
MacMorris, Douglas	<u>Y</u>	Rudell, Jeffery	<u>Y</u>	Wierzbinsky, Joseph	<u>Y</u>

**SWEARING IN OF NEWLY VOTED Chair Persons:**

Chairwoman: Deborah Osepchuk

1<sup>st</sup> Chairwoman: Lucinda Heinlein

2<sup>nd</sup> Chairman: Jeffery Rudell

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**Establishment of 2023 Regular Meeting Dates**

- February 14<sup>th</sup>, 2023
- March 14<sup>th</sup>, 2023
- April 11<sup>th</sup>, 2023
- May 9<sup>th</sup>, 2023
- June 13<sup>th</sup>, 2023
- July 11<sup>th</sup>, 2023
- August 8<sup>th</sup>, 2023
- September 12<sup>th</sup>, 2023
- October 10<sup>th</sup>, 2023
- November 7<sup>th</sup>, 2023
- December 13<sup>th</sup>, 2023
- January 9<sup>th</sup>, 2024 (Reorganization & Regular Meeting)

**VOTE TO ADOPT THE 2023 REGULAR MEETING DATES AND THE 2024 REORGANIZATION & REGULAR MEETING AS LISTED ABOVE**

Heinlein, Lucinda	<u>Y</u>	Esposito, Kristen	<u>Y</u>	Shaffer, Jenny	<u>Y</u>
Cavano, Kurt	<u>Y</u>	Osepchuk, Deborah	<u>Y</u>	Linda B. Henderson	<u>Y</u>
MacMorris, Douglas	<u>Y</u>	Rudell, Jeffery	<u>Y</u>	Wierzbinsky, Joseph	<u>Y</u>

**AJOURNMENT OF REORGANIZATION & OPEN REGULAR MEETING**

Motion for Adjournment – Joseph Wierzbinsky Second – Lucinda Heinlein Time: 7:21pm

**OPENING OF THE REGULAR MEETING**

**Topic: January Regular Meeting**  
**Time: Jan 10, 2023 07:00 PM Eastern Time (US and Canada)**

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+1 301 715 8592 US (Washington DC)  
+1 305 224 1968 US  
+1 386 347 5053 US  
+1 507 473 4847 US  
+1 564 217 2000 US  
+1 669 444 9171 US  
+1 669 900 9128 US (San Jose)  
+1 689 278 1000 US  
+1 719 359 4580 US  
+1 253 205 0468 US  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 360 209 5623 US  
Meeting ID: 842 8925 5750  
Find your local number: <https://us02web.zoom.us/j/kdW2drUAJ2>

**Join by SIP**  
[84289255750@zoomcrc.com](mailto:84289255750@zoomcrc.com)

This regular meeting of the Historic Preservation Commission will be taking place remotely via ZOOM and will commence at 7:00 PM at which time you may appear via Zoom and present any objection or questions you may have at the appropriate time. There will be no individuals present at the Municipal Building due to current COVID-19 rules and regulations. Instructions on how to access the meeting via Zoom are listed below:

**Public Access to Zoom Meeting**

To access the virtual hearing, you must join the ZOOM meeting. To access the ZOOM meeting, you will need access to computer with internet access and/or dial in through a mobile or land line phone to log into the meeting. To join the ZOOM meeting, click on the link below and type in the Meeting ID and Password. You will join the meeting and be able to listen and view the evidence shared on the screen at the meeting.

**Public Participation in Zoom Meeting**

You will be able to participate when the Commission Chairperson opens the meeting to the public for the public participation portion of the meeting at the end of testimony for each of the applicants and/or their professionals' for you to ask questions and/or cross examine these witnesses and make statements. The Commission Chairperson will limit public comments to 5 minutes per person. We ask that if you have questions of the applicant prepared in advance, that you e-mail them to the Commission Administrative Assistant, Tracey James at [tjames@neptunetownship.org](mailto:tjames@neptunetownship.org) prior to the meeting. Your question will be acknowledged and read into the record and answered. If you have information or exhibits you wish to be considered and entered into the record, you will have to e-mail them to the Commission Administrative Assistant, Tracey James at [tjames@neptunetownship.org](mailto:tjames@neptunetownship.org) of the meeting so they may be marked into evidence. For those who are in opposition of the proposal, you have the right to obtain an attorney to represent you, although this is not a requirement.

**Public Access to Application Files**

You will be able to access the application files that are shown in the meeting via the Neptune Township Website found on this page: <http://neptunetownship.org/agendas-minutes/historic-preservation-commission>.

**Alternate Access to Application Files**

If you are unable to access the information for the application via computer, or need assistance in logging on or using this technology, you may contact the Commission Administrative Assistant, Tracey James at 732-897-4162 ext # 200 or [tjames@neptunetownship.org](mailto:tjames@neptunetownship.org). If you would like to view the files in person, you may schedule an appointment with the



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Commission Secretary. If you wish a particular file be e-mailed or mailed to you, you must request that with 72 hours advanced notice.

If you have any questions concerning any of the above, you may contact the Commission Administrative Assistant, Tracey James at 732-897-4162 ext # 200 or [tjames@neptunetownship.org](mailto:tjames@neptunetownship.org)

Notice requirements of R.S.10-14-8, "Open Meetings Act" has been satisfied by the publication of the required advertisement in the Asbury Park Press, filing a copy of the notice with the Municipal Clerk, and posting a copy of the notice on the board in the Municipal Complex, and on the Township website [www.neptunetownship.org](http://www.neptunetownship.org).

The procedure for the conduct of the meeting is as follows:

Each applicant will be sworn in and give a description of their proposal. Commissioners will then question the applicant and make suggestions and/or comments regarding the proposal. At the direction of the Chair, the public portion will open for questions regarding the proposal or project before the Commission. At that point, we ask that the public come forward, give their name and address and be sworn in. The Chair has the right to limit the public to one five minute session per application. At the completion of the public portion, Mr. Steve Tombalakian, Attorney for the Commission will review the conditions, suggestions and/or approvals prior to the acceptance or denial of the proposal.

The membership of the Historic Preservation Commission will end all matters no later than 10:00 PM, with no new testimony or new applications beginning after 9:30 PM. The minutes of these proceedings are being electronically recorded and the compact disc will be on file at the HPC Office for review. We ask for the cooperation of the public in limiting any unnecessary noise by muting your microphone before and after the public participation portion of the meeting."

**FLAG SALUTE AND MEETING CALLED TO ORDER & ROLL CALL**

Heinlein, Lucinda	<u>  p  </u>	Esposito, Kristen	<u>  p  </u>	Shaffer, Jenny	<u>  p  </u>
Cavano, Kurt	<u>  p  </u>	Osepchuk, Deborah	<u>  p  </u>	Linda B. Henderson	<u>  p  </u>
MacMorris, Douglas	<u>  p  </u>	Rudell, Jeffery	<u>  p  </u>	Wierzbinsky, Joseph	<u>  p  </u>

**ALSO PRESENT – Anne Marie Rizzuto, Esq.  
(Standing in for Steven R. Tombalakian, Esq.)**

**APPLICATIONS FOR REVIEW:**

- Application #HPC2022 - 178 – 122 Abbott Avenue – Block 240, Lot 3 – Anthony – Shore Point Architecture-Discussion Items: Proposal to remove existing one-story enclosed front ‘sunroom’ and replace with a new one-story framed open wood porch to match the existing ‘sunroom’ footprint, removal of existing cladding/siding, replacement of ¼ round window and demolish existing brick chimney.**

**Motion to CARRY THIS APPLICATION TO THE FEBRUARY 14<sup>TH</sup>, 2023 REGULAR MEETING made by: Kurt Cavano  
Second by Jenny Shaffer**

Shaffer, Jenny	<u>  Y  </u>	Cavano, Kurt	<u>  Y  </u>	Rudell, Jeffrey	<u>  Y  </u>
Wierzbinsky, Joseph	<u>  Y  </u>	MacMorris, Douglas	<u>  Y  </u>	Heinlein, Lucinda	<u>  Y  </u>
				Osepchuk, Deborah	<u>  Y  </u>

**Alternates:** Kristen Esposito (Alt 1) \_\_\_\_\_ Linda Henderson (Alt 2) \_\_\_\_\_

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2. Application #HPC2022 – 164 – 129 Inskip Avenue-Block 287, Lot 7 – Morgan  
Discussion Items: New construction if a single family home on vacant land.

Motion to APPROVE THIS APPLICATION WITH EXCEPTIONS TO BE REVIEWED AND ADMINISTRATIVE APPROVED IN TECH REVIEW made by: Jeffery Rudell Second by Douglas MacMorris

Shaffer, Jenny	<u>Y</u>	Cavano, Kurt	<u>Y</u>	Rudell, Jeffrey	<u>Y</u>
Wierzbinsky, Joseph	<u>Y</u>	MacMorris, Douglas	<u>Y</u>	Heinlein, Lucinda	<u>Y</u>
				Osepchuk, Deborah	<u>Y</u>

**Alternates:** Kristen Esposito (Alt 1) \_\_\_\_\_ Linda Henderson (Alt 2) \_\_\_\_\_

**ADMINISTRATIVE APPROVALS (December 6, 2022 – January 4, 2023 2020)**

- 1 Ocean Avenue – A/C
- 2 Heck Avenue – AC, Decking, lattice, light fixture, porch railings, roof, window
- 65 Pilgrim Pathway – Decking
- 90 Main Avenue – Porch, railings
- 125 Broadway – Roof
- 136 Clark Avenue – Chimney
- 29 Bath Avenue – A/C
- 76 lake Avenue – Roof

**DISCUSSIONS ITEMS (None)**

**ADJOURNMENT:**

Motion for Adjournment Jenny Shaffer Second Kurt Cavano Time: 9:00pm

Next regular meeting is scheduled for Tuesday, February 14, 2023