



**Historic Preservation Commission  
Reorganization Meeting Minutes  
Tuesday, January 10, 2012 7:00 PM  
Municipal Complex, 25 Neptune Blvd  
Twp Committee Room (2<sup>nd</sup> Fl), Neptune NJ 07753**

**ATTENDANCE:**

Present: Deborah Osepchuk, Chairperson  
Lucinda Heinlein, Vice Chairperson  
Leonard Steen, Vice Chairperson  
Kennedy Buckley  
Stephanie Carr  
Jenny Shaffer  
Donna Spencer, alternate # 2

Absent: Cathleen Crandall  
Christopher Flynn, alternate #1

Also present is Wesley M. Kain attorney the Commission and State Shorthand Reporting.

**OPENING:**

Meeting called to order by Wesley Kain, Attorney at 7:07 pm. Mrs. Osepchuk advised the public of the fire exits and how the meeting will proceed. Mr. Kain swore in the following members:

- Leonard Steen as a Class C member for a four-year term expiring December 31, 2015;
- Donna Spencer as the Alt # 2 member for a one-year term expiring December 31, 2012.

**2012 REORGANIZATION:**

Election of Chair Person

Nomination made by Leonard Steen to elect Deborah Osepchuk as the Chairperson and second by Lucinda Heinlein. Motion carried.

Election of 1<sup>st</sup> Vice Chairperson

Nomination made by Leonard Steen to elect Lucinda Heinlein as Vice Chairperson and second by Kennedy Buckley. Motion carried.

Election of 2<sup>nd</sup> Vice Chairperson

Nomination made by Lucinda Heinlein to elect Leonard Steen as Second Vice Chairperson and second by Stephanie Ann Car. Motion carried.

2012 Meeting Dates:

Regular meeting dates for 2012 were reviewed, November's meeting date was corrected to November 13, 2012. Motion made by Stephanie Ann Car and second by Lucinda Heinlein. Motion carried. An advertisement will be placed in the Asbury Park Press and New Coaster.



**Historic Preservation Commission  
Reorganization Meeting Minutes  
Tuesday, January 10, 2012 7:00 PM  
Municipal Complex, 25 Neptune Blvd  
Twp Committee Room (2<sup>nd</sup> Fl), Neptune NJ 07753**

**RESOLUTION FOR REVIEW AND TO BE MEMORIALIZED:**

<b>App #</b>	<b>Block</b>	<b>Lot</b>	<b>Address</b>	<b>Approval Type</b>
2011-293	18	679	20 Embury Avenue	Window Replacement
2011-295	52	1015	76 Webb Avenue	Fence
2011-296	56	174	68 Mt Hermon Way	Eliminate Existing Window
2011-297	37	1604	53 Embury Ave	Window & Door Replacement
2011-300	17	702	33 Abbott Avenue	Air Condenser Unit
2011-304	26	415	24 Surf Avenue	Roof Shingles

Motion to accept made by Leonard Steen and second by Kennedy Buckley. Motion carried.

**APPLICATIONS FOR REVIEWED:**

**1. HPC Application 2011-289 Block 99 Lot 913 Address 110 Embury Avenue**

Application was approved to replace siding, window crown molding and casements. All work must comply with the Certificated Certificate of Appropriates. Motion to approve made by Leonard Steen and second by Stephanie An Carr. Motion Carried.

**DISCUSSIONS:**

A discussion was held in reference to procedural issues relative to applications submitted and coming before the Commission. Chairperson, Mrs. Osepchuk also introduced new meeting procedures.

A discussion was held in reference to the review/decision of a new porch floor material (Aeratis PVC Porch Floor Boards). Motion made by Leonard Steen to allow the use of a new porch floor material. Second by Lucinda Heinlein. Motion carried.

A discussion was held in reference to the Board of Adjustments application for block 5 lot 433.01 also known as 6 1/2 Surf Avenue. Motion made by Leonard Steen to forwarded comments to the Board of Adjustment Administrator, Rose Havey, and second by Kennedy Buckley. Motion carried

**ADJOURNMENT:**

Motion to adjourn at 9:07 p.m. made by Cathleen Crandall, seconded by Christopher Flynn and passed. Minutes submitted by Dawn Crozier, Secretary.