

**MINUTES**  
**Allentown Historic Preservation Commission**  
**Regular Meeting**

<https://zoom.us/j/94032045445>.  
The meeting ID is: 940 3204 5445.  
Dial in by phone at 1-646-558-8656.

Jan 18, 2024



CALL TO ORDER 7:02 pm

SALUTE TO THE FLAG

**COMPLIANCE STATEMENT**

In compliance with the "Open Public Meetings Act," Chapter 231, P.L. 1975, Section 5, adequate notice has been given of this meeting by posting a Notice in a public place, on the Borough's website Allentownboronj.com, the Borough's Facebook page, the Borough's Twitter account and by transmitting a Notice to two newspapers, THE TIMES and THE ASBURY PARK PRESS as required by law.

**ROLL CALL**

	Present	Absent	Absence Excused
Allison Arnone		X	
Brian Mojta	X		
Cindy Malsbury	X		
David Bamford	X		
Enzo Nini			X
Frank Cincotta	X		
Nancy Tindall	X		
Will Borkowski	X		
Vince Tavernite			X
Bob Mayer	X		
Mayor Fritts	X		

Also attending:

**PUBLIC COMMENT**– *Limited to 3 minutes per citizen. State name and address for the record.*

No public in attendance

**APPROVAL OF MINUTES**

- December 16, 2023 Motion: Nancy, 2<sup>nd</sup> Will. Motion carries. Bob Mayer & Brian Mojta abstain

**2024 ELECTION OF OFFICERS**

Motion to nominate Frank Cincotta as Chairman, 2<sup>nd</sup> Will. Motion to close, Brian, 2<sup>nd</sup> Nancy. Motion carries

Motion to nominate Brian Mojta as vice-chairman, Frank, 2nd Nancy. Motion to close Nancy, 2<sup>nd</sup> Will. Motion carries

Motion to nominate David Bamford as Secretary, Frank, 2<sup>nd</sup> Brian. Motion to close Will, 2<sup>nd</sup> Nancy. Motion carries

Motion to nominate Will Borkowski as liaison to Parks and Open Space, Motion Nancy, 2<sup>nd</sup> Bob.

## APPLICATIONS

- None

## MINOR APPLICATION APPROVALS

- None

## OLD BUSINESS

- Reviewed 2023 Annual report. Motion to accept with noted changes Nancy, 2<sup>nd</sup> Cindy. Motion carries.
- Reviewed Best Practice document
- 2024 HPC meeting dates. Motion to accept meeting dates Will, 2<sup>nd</sup> Nancy. Motion carries
- Historic District Brochure
  - Suggestions for changes: discussion around photo in brochure. Action: Frank to talk to building owner Corky about use of mill building in brochure. Suggestion: use Imlay House instead as it is more historic. Will has architectural drawing and will send to Frank. Motion to recommend to borough council in February to approve the brochure that was presented that will also incorporate an image of the Imlay house and the Borough logo in the design. 2<sup>nd</sup> Bob. Motion carries.
  - Design/printing once approved by council; need to get quotes
  - Distribution discussion: recommend to send to all Borough residents, not just those in the historic district via full saturation mailing. Reviewed multiple other suggestions in document presented by Frank, will continue discussion at future meetings.

## NEW BUSINESS

- Discussion by Mayor about inspections. Borough position is that, at least in the historic district, inspections should be in-person for the CofO. Could consider building into historic ordinance. What do neighboring towns do?
- Design and purchase a new sign at the Old Cemetery on Lakeview Drive. Nancy will chair a subcommittee, Frank and David will support.
- Refurbishing the Annex Building on Church St - tabled
- Revising HPC Application Form – Brian and Will had worked on it, will locate it.
- Suggest to revisit the design guidelines regarding solar panels and materials (Nancy) Do any other neighboring HPCs have guidelines wrt solar?

## MAYOR'S UPDATE

- Discussed status of warehouses
- Discussion about storm-water issues

ADJOURN 8:40pm