

**MINUTES
REGULAR MEETING
BOROUGH OF SEA BRIGHT**

May 5, 2020

SEA BRIGHT, NEW JERSEY

**DUE TO THE CORONAVIRUS AND THE NEED FOR SOCIAL DISTANCING, THIS MEETING
WILL BE HELD REMOTELY AND OPEN TO THE PUBLIC BY
FOLLOWING THE INSTRUCTIONS BELOW.**

PUBLIC ACCESS DIAL-IN

United States (Toll Free): 877-568-4106

United States: 517-317-3129

Access Code: 140-222-085

Mayor Kelly called the meeting to order at 7:00 p.m. and requested those present to join in the Pledge of Allegiance.

Mayor Kelly read the following Compliance Statement:

COMPLIANCE STATEMENT (N.J.S.A. 10:4-18)

Good Evening Ladies and Gentlemen. This Meeting Is Now Called To Order: In Line With The Borough Of Sea Bright's Longstanding Policy Of Open Government, And In Compliance With The "Open Public Meetings Act" I Wish To Advise You That Adequate Notice Of This Regularly Scheduled Meeting Was Sent to the Asbury Park Press and other local newspapers on January 7, 2019. In each instance, the Date, Time, And Location of This Meeting Were Provided In The Notice. This Meeting Is Open To The Public."

PRESENT: Mayor Brian P. Kelly
Councilmember's Kevin Birdsall, Samuel A. Catalano, William J. Keeler,
Marc A. Leckstein, Charles H. Rooney, Jon Schwartz

OTHERS: Attorney Richard Shaklee, Administrator Joseph L. Verruni,
Clerk Christine Pfeiffer

REMARKS FROM THE AUDIENCE (limited to 3 minutes)

The Public Comment portion of this meeting allows members of the audience to bring their concerns or comments to the Mayor and Council's attention. Pursuant to Borough Ordinance 3-2011, a member of the public who wishes to speak shall give his/her name and address for the record and may have up to three minutes to state his/her comments to the Mayor and Council as a Body. If additional time or information is requested, an appointment can be made with the Administrator's office during regular business hours.

No one wished to be heard.

PROCLAMATION

National Safe Boating Week – May 16-22, 2020

Official Proclamation

Recreational boating is fun and enjoyable, and we are fortunate that we have sufficient resources to accommodate the wide variety of pleasure boating demands. However, our waterways can become crowded at times and be a place of chaos and confusion. While being a marvelous source of recreation, boating, to the unprepared, can be a risky sport. Not knowing or obeying the Navigation Rules or the nautical "Rules of the Road," drinking alcohol or taking drugs while operating a boat, or choosing not to wear your life jacket when doing so is clearly not the smart thing to do, are all examples of human error or a lack of proper judgment. One particular behavior that can reduce the number of boaters who lose their lives by drowning each year by approximately 80% is the wearing of a life jacket. It is a simple task that has the potential to reduce terrible loss in lives.

Knowledge and skills are important in reducing human error and improving judgment. If people are aware of the risk, they are likely to take the precautionary measures to protect themselves and their friends and family. That is why we must continue to spread the messages of boating safety not only during National Safe Boating Week but also throughout the entire year.

WHEREAS, on average, 700 people die each year in boating-related accidents in the U.S.; approximately 70% of these are fatalities caused by drowning; and

WHEREAS, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment, or environmental factors; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

WHEREAS, today's life jackets are more comfortable, more attractive, and more wearable than styles of years past and deserve a fresh look by today's boating public.

THEREFORE, the Borough of Sea Bright does hereby support the goals of the North American Safe Boating Campaign and proclaim May 16-22, 2020, as National Safe Boating Week and the start of the year-round effort to promote safe boating.

IN WITNESS THEREOF, we urge all those who boat to Wear It! and practice safe boating habits.

Councilman Keeler provided some recommendations to consider to enhance safety: 1) advertise National Safe Boating week on the Borough electronic sign throughout the summer, 2) look into getting signage to place on the docks at marinas and signage on the bridge. Mayor Kelly said we can definitely add this to the electronic sign and we will talk to marinas.

Councilman Leckstein asked for clarification on Resolution No. 112-2020 and Administrator Verruni said that the County requested a utility easement for the duration of the bridge project – the specific location is the planting area by Tommy's Tavern facing Chapel Beach Club.

Councilman Keeler would also like to amend the 04-16-20 minutes and will reach out to Borough Clerk, Christine Pfeiffer, to modify the wording.

CONSENT AGENDA

Councilmember Leckstein offered a motion to approve the items that are considered routine in nature under the consent agenda with modifications to the 4-16-2020 minutes; seconded by Councilmember Keeler:

Minutes

04-16-2020 Workshop Meeting
 04-16-2020 Executive Session
 04-21-2020 Regular Meeting

Resolutions:

No. 109-2020 Consideration of Proposals Received for Professional Services to Prepare the 2020 Added Assessment Tax List

Councilmember Leckstein offered the following resolution and moved its adoption; seconded by Councilmember Keeler:

WHEREAS, the Borough Council authorized receiving proposals for professional services for the preparation of the 2020 Added Assessment tax list on March 16, 2020; and

WHEREAS, the Borough Clerk did duly advertise on March 20, 2020 to receive proposals on April 24, 2020 for professional services for the preparation of the 2020 added assessment tax list; and

WHEREAS, in connection therewith, one proposal was received by the Tax Assessor from Realty Appraisal Company, West New York, New Jersey; and

WHEREAS, it was determined that Realty Appraisal Company satisfies all the requisites contained in the request for proposals for professional services for the preparation of the 2020 added assessment tax list; and

WHEREAS, the Borough Tax Assessor recommends that a contract be awarded to Realty Appraisal Company, West New York, New Jersey, as per their proposal submitted for professional services for the preparation of the 2020 added assessment tax list according to the attached schedule of charges; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer of the Borough of Sea Bright do hereby certify that funds are available for this contract in Tax Assessor O&E.


 MICHAEL J. BASCOM, CFO

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that the proposal for professional services for the preparation of the 2020 added assessment tax list as set forth in the proposal submitted be awarded to Realty Appraisal Company, 4912 Bergenline Avenue, Suite 4, West New York, NJ 07093; and

BE IT FURTHER RESOLVED that a notice of this action shall be printed one time in the "Asbury Park Press" newspaper.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the following:

- 1. Realty Appraisal Company
- 2. Tax Assessor
- 3. Finance Manager

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

No. 110-2020 Authorizing the Extension of Mercantile Licenses for Licensing Term 2019/2020

Councilmember Leckstein introduced and offered for adoption the following Resolution; seconded by Councilmember Keeler:

WHEREAS, pursuant to Chapter 140 of the Code of the Borough of Sea Bright, the Borough Clerk issues annual mercantile licenses to any person engaging in any business operating within the Borough for a one-year licensing term commencing on July 1 through June 30; and

WHEREAS, the Borough Clerk has informed the Mayor and Borough Council that all active mercantile licenses in the Borough of Sea Bright are set to expire on June 30, 2020; and

WHEREAS, due to the COVID-19 pandemic, most businesses have been either forced to close or are unable to operate normally; and

WHEREAS, the Borough Council has agreed that it would be unfair and unreasonable to require a renewal at this time; and

NOW, THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby authorize the extension of the 2019/2020 mercantile licenses to September 30, 2020; and

BE IT FURTHER RESOLVED that the 2020/2021 licensing term for mercantile licenses will be from October 1, 2020 to June 30, 2021.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

- 1. Michelle Ketcham, Deputy Clerk
- 2. Sea Bright Mercantile Licensees

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

No. 111-2020 Authorizing Hiring of Police Officer Designation of SLEO Class II, Special Officer

Councilmember Leckstein introduced and offered for adoption the following Resolution; seconded by Councilmember Keeler:

WHEREAS, there exists a need for additional employees in the Police Department in the Borough of Sea Bright; and

WHEREAS, Chief Brett Friedman submitted a request dated April 20, 2020, to hire one (1) additional employee as a Class II Special Officer; and

WHEREAS, Chief Friedman indicated that the applicant has been processed through the police department's extensive background check procedures and has successfully completed the 2020 Special Law Enforcement Officer Class II training at the Monmouth County Police Academy.

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer of the Borough of Sea Bright, do hereby certify that funds are available in Police S/W:


 MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey that the following applicant be hired at an hourly rate as specified in Ordinance No. 22-2019 as a member of the Sea Bright Police Department; and

- 1. Kevin Buchanon

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the following:

- 1. K. Jacobs, Finance Manager
- 2. B. Friedman, Chief of Police
- 3. Individual Appointee

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

No. 112-2020 Authorizing Entry into an Agreement with the County of Monmouth For a Temporary Construction Easement in Connection with the Replacement of Bridge S-32 over the Shrewsbury River at County Route 520 (Rumson Road) and New Jersey Route 36

Councilmember Leckstein introduced and offered for adoption the following Resolution; seconded by Councilmember Keeler:

WHEREAS, in conjunction with the replacement of Bridge S-32 over the Shrewsbury River by the County of Monmouth (the County), the County seeks two (2) Temporary Construction Easements; and,

WHEREAS, those easements are within Parcel 11 of Block 23, Lots 2.01 and 2.02; and,

WHEREAS, the lots stated are owned by the Borough of Sea Bright; and,

WHEREAS, the County has furnished parcel maps and legal descriptions in connection with the requested Temporary Construction Easements; and,

WHEREAS, the Temporary Construction Easements is for work related to the sidewalk adjacent to Route 36, which would be modified and includes construction of curb and sidewalk, resetting of the existing bike racks, trash/recycle containers and telephone manholes and removing mulch and grading slope within the easement with stone and protecting the chain fence and shrub/vegetation.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth and State of New Jersey that:

- 1. The Mayor is authorized to sign an Agreement granting a Temporary Construction Easement to the County of Monmouth subject to the terms of the Agreement and as further described in the property descriptions for parcels TE11A and TE11B and as shown on the parcel map dated February 21, 2020.
- 2. A certified copy of this Resolution be forwarded to Allen Weiss, Esquire, Deputy County Counsel, Monmouth County Engineer Office and Michael Fitzgerald, County Counsel.

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

INDIVIDUAL ACTION/Resolution(s):

Councilman Leckstein explained that the Planning Board will not be holding their next meeting and recommended Council continue to carry this Resolution until the Planning Board can meet which will hopefully be at the end of the month.

No. 99-2020 Authorizing Planning Board Review of the Sea Bright Downtown Properties Redevelopment Plan, Block 15, Lots 2, 3 and 4, Ocean Avenue (Carried from 4-21-2020 Council Meeting)

Councilmember Leckstein offered a motion to carry Resolution No. 99-2020 to the May 19, 2020 meeting; seconded by Councilmember Keeler:

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes No

No. 113-2020 Authorizing an Extension of the Grace Period for the Second Quarter 2020 Taxes

Councilman Leckstein stated for the record that the Governor’s order did not automatically extend the grace period – each municipality has to take action to extend the grace period for second quarter taxes from May 1 to June 1, 2020.

Councilmember Leckstein introduced and offered for adoption the following Resolution; seconded by Councilmember Birdsall:

WHEREAS, Governor Murphy has issued Executive Order No. 130 allowing municipalities the option to extend the grace period for the second quarter 2020 taxes which are due May 1, 2020; and

WHEREAS, as a result of the current global environment and COVID-19 pandemic, the Borough is desirous of extending the grace period; and

NOW THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, hereby authorize the Tax Collector to extend the grace period for the second quarter 2020 taxes to the permissible deadline of June 1, 2020; and

BE IT FURTHER RESOLVED, that any payments received after the grace period for the second quarter 2020 taxes will be charged interest from the original due date of May 1, 2020 as set by the guidelines set by NJSA 54:4-67 and Resolution No. 24-2020 adopted by the Borough Council at their Re-Organization meeting held on January 4, 2020; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Tax Collector, Patricia Spahr
2. CFO, Michael J. Bascom

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
Yes Yes Yes Yes Yes Yes

INDIVIDUAL ACTION/Vouchers:

Vouchers: \$965,343.64

Councilmember Birdsall offered a motion to approve the Voucher List dated May 5, 2020 as submitted by the Finance Manager; seconded by Councilmember Leckstein:

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
Yes Yes Yes Yes Yes Yes

Councilman Birdsall questioned the \$9,000 Intron payment for computers since we just paid them \$20,000 on our previous voucher list. Administrator Verruni explained that this is in addition to the last bill since intron has done a lot of work moving our computers and phones into the new building. OEM Coordinator, Daniel Chernavsky, explained that they have been here nearly everyday getting us up and running in the new building and setting up remote meetings, etc. Mr. Chernavsky said we are keeping detailed records of the billing and will hopefully get reimbursed for any COVID-19 related work.

Councilman Rooney wants to look into the JCP&L bills. Mayor Kelly will go over the bills next week with Councilman Rooney and Administrator Verruni.

| | | | |
|----------|----------------------------------|------|-----------|
| 01062 | ALL HANDS FIRE EQUIPMENT, LLC | | |
| 20-00395 | 03/20/20 FIRE DEPT | Open | 120.99 |
| 02113 | AMERICAN WATER | | |
| 20-00510 | 04/29/20 SEWER | Open | 324.78 |
| 00519 | ANTONIDES AND SIMONE CPA's | | |
| 20-00497 | 04/27/20 FISCAL OFFICER | Open | 3,312.50 |
| 01042 | ATLANTIC TOMORROWS OFFICE | | |
| 20-00499 | 04/28/20 A&E | Open | 674.85 |
| 01631 | BOROUGH OF OCEANPORT | | |
| 20-00252 | 02/24/20 COURT | Open | 6,500.00 |
| 2670 | CAPELA CONSTRUCTION | | |
| 20-00359 | 03/12/20 RIVERFRONT PARK PROJECT | Open | 44,179.50 |
| 2680 | CINTAS | | |
| 20-00441 | 04/08/20 BLDGS & GRDS | Open | 727.36 |
| 2555 | CJM ASSOC. OF SEA BRIGHT | | |
| 20-00496 | 04/27/20 LEASE | Open | 500.00 |
| 00198 | COMCAST | | |
| 20-00500 | 04/28/20 INTERNET | Open | 149.57 |
| 2286 | DIFRANCESCO, BATEMAN, KUNZMAN | | |
| 20-00481 | 04/20/20 LEGAL SERVICES | Open | 2,220.00 |
| 2631 | ECO-CLEAN | | |
| 20-00435 | 04/06/20 BLDGS & GRDS | Open | 3,000.00 |
| 02181 | GATEWAY PRESS | | |
| 20-00495 | 04/27/20 A&E | Open | 372.00 |
| 01657 | GOWAN, KERRY | | |
| 20-00498 | 04/28/20 ANIMAL CONTROL | Open | 100.00 |

REGULAR MEETING

MAY 5, 2020

| | | | |
|----------|--------------------------------|------|------------|
| 2281 | GRAINGER | | |
| 20-00396 | 03/20/20 POLICE | Open | 172.80 |
| 2517 | INTERGLOBE COMMUNICATIONS | | |
| 20-00505 | 04/29/20 POLICE | Open | 496.14 |
| 2561 | INTRON TECHNOLOGY SOLUTIONS | | |
| 20-00516 | 04/30/20 COMPUTERS | Open | 1,600.82 |
| 20-00517 | 04/30/20 COMPUTERS | Open | 2,432.19 |
| 20-00518 | 04/30/20 COMPUTER | Open | 2,526.23 |
| 20-00519 | 04/30/20 COMPUTER | Open | 2,579.85 |
| | | | ----- |
| | | | 9,139.09 |
| 2573 | JCP & L | | |
| 20-00514 | 04/30/20 ELECTRIC | Open | 5,968.98 |
| 01801 | MASER CONSULTING, P.A. | | |
| 20-00480 | 04/20/20 ENGINEER | Open | 206.25 |
| 00110 | MONM CNTY REGIONAL HEALTH | | |
| 20-00484 | 04/24/20 HEALTH FEES | Open | 15,360.33 |
| 01399 | NEW JERSEY AMERICAN WATER | | |
| 20-00483 | 04/24/20 WATER | Open | 1,149.31 |
| 20-00511 | 04/30/20 HYDRANTS | Open | 2,530.00 |
| | | | ----- |
| | | | 3,679.31 |
| 00113 | NJ NATURAL GAS COMPANY | | |
| 20-00512 | 04/30/20 NATURAL GAS | Open | 2,558.67 |
| 20-00513 | 04/30/20 NATURAL GAS | Open | 712.54 |
| | | | ----- |
| | | | 3,271.21 |
| 01309 | OCEANPORT BOARD OF EDUCATION | | |
| 19-00745 | 06/13/19 SCHOOL TAX | Open | 50,008.75 |
| 00163 | OSWALD ENTERPRISES, INC. | | |
| 19-00085 | 01/23/19 SEWER | Open | 3,590.00 |
| 00027 | SEABOARD WELDING SUPPLY, INC. | | |
| 20-00522 | 04/30/20 DPW | Open | 14.50 |
| 00053 | SHORE REGIONAL HIGH SCHOOL | | |
| 19-00746 | 06/13/19 SCHOOL TAX | Open | 219,736.00 |
| 00214 | STAVOLA CONTRACTING CO., INC. | | |
| 20-00399 | 03/25/20 DPW | Open | 6,788.55 |
| 01931 | SUBURBAN PROPANE | | |
| 20-00521 | 04/30/20 PROPANE | Open | 75.28 |
| 00192 | TAX COLL & TREAS ASSOC OF NJ | | |
| 20-00509 | 04/29/20 TAX COLLECTOR | Open | 200.00 |
| 01285 | THE HOME DEPOT | | |
| 20-00473 | 04/16/20 DPW | Open | 223.81 |
| 20-00475 | 04/17/20 DPW | Open | 284.88 |
| | | | ----- |
| | | | 508.69 |
| 00316 | TREASURER, COUNTY OF MONMOUTH | | |
| 20-00439 | 04/06/20 POLICE | Open | 1,500.00 |
| 00223 | TREASURER, COUNTY OF MONMOUTH | | |
| 20-00485 | 04/24/20 TAX | Open | 486,309.76 |
| 00523 | TREASURER, COUNTY OF MONMOUTH | | |
| 20-00486 | 04/24/20 TAX | Open | 56,120.78 |
| 00439 | TREASURER, COUNTY OF MONMOUTH | | |
| 20-00487 | 04/24/20 TAX | Open | 34,788.24 |
| 01243 | TREASURER, STATE OF NEW JERSEY | | |
| 20-00503 | 04/29/20 REGISTRAR | Open | 25.00 |
| 2658 | VERIZON | | |
| 20-00523 | 04/30/20 SEWER | Open | 476.05 |
| 2291 | VERIZON | | |
| 20-00524 | 04/30/20 FIOS | Open | 240.59 |
| 02061 | VERIZON WIRELESS | | |
| 20-00501 | 04/28/20 POLICE | Open | 304.84 |
| 20-00504 | 04/29/20 PARKING | Open | 1,470.27 |
| | | | ----- |
| | | | 1,775.11 |
| 01164 | WATCHUNG SPRING WATER CO, INC. | | |
| 20-00515 | 04/30/20 SPRING WATER | Open | 26.98 |
| 2682 | WHEN TO WORK, INC. | | |
| 20-00507 | 04/29/20 BEACH | Open | 198.00 |

TOTAL: \$ 962,857.94

MANUAL CHECKS

| | | |
|-----------|---|------------|
| 4/24/2020 | CMRS-FP/US Postal Service | \$600.00 |
| 20-00494 | Refill Postage Meter | |
| 4/24/2020 | David Hoder Associates | \$1,820.00 |
| 20-00489 | Plan. Board: Engineer-Review/Escrow Accts. | |
| 4/24/2020 | Gannett NJ | \$44.10 |
| 20-00488 | Plan. Board: Legal Ads-Review/Escrow Accts. | |
| 4/30/2020 | Gannett NJ | \$21.60 |
| 20-00520 | Plan. Board: Legal Ads-Review/Escrow Accts. | |

MANUAL CHECKS TOTAL: \$2,485.70
GRAND TOTAL: \$965,343.64

Councilman Leckstein spoke with Recreation Director, Don Klein, and wants to let everyone know there will not be a Memorial Day service this year, but we are planning on raising the flag and placing a memorial wreath. Councilman Leckstein noted that Council should discuss the status of this year’s Farmers Market at the next workshop meeting.

EXECUTIVE SESSION

Councilmember Leckstein offered a motion to enter in to Closed Session; seconded by Councilmember Birdsall:

WHEREAS, Section 8 of the Open Public Meeting Act, N.J.S.A. 10:4-12 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, it is recommended by the Borough Attorney and Administrator that the Borough Council go into executive session to discuss matters set forth hereinafter which are permissible for discussion in executive session.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that they meet in closed session to discuss the issues as herein set forth:

1. The general nature of the subject matters to be discussed are as follows:
 - A. Contracts - Unimak

BE IT FURTHER RESOLVED, minutes will be kept and once the matter involving the confidentiality of the above no long requires that confidentiality, then the minutes can be made public; and

BE IT FURTHER RESOLVED, that the Mayor and Council may come back into Regular Session to conduct additional business.

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

There being no further business to discuss a motion to go back into the regular meeting was made by Councilman Leckstein and seconded by Councilman Keeler with unanimous voice vote approval.

ADJOURNMENT

Councilmember Leckstein offered a motion to adjourn the meeting; seconded by Councilmember Keeler:

Roll Call: Birdsall, Catalano, Keeler, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

Respectfully Submitted,

Christine Pfeiffer
 Borough Clerk