

**MINUTES
SPECIAL WORKSHOP MEETING
BOROUGH OF SEA BRIGHT**

FEBRUARY 20, 2024 (Tuesday) **SEA BRIGHT, NEW JERSEY**
TO ATTEND THIS MEETING REMOTELY PLEASE USE THE FOLLOWING:

<https://meet.goto.com/251932365>

OR DIAL: (571) 317-3112

Access Code: 251-932-365

Mayor Kelly called the meeting to order at 6:00 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) - 48 Hour Notice Requirement

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 the **48-hour** notice requirement for this meeting has been met. A copy of the agenda was sent to the Asbury Park Press and other local newspapers on February 14, 2024 and posted on the bulletin board in the Borough office. This meeting is open to the public.

PRESENT: Mayor Brian P. Kelly
Councilmember's Erwin Bieber, Samuel A. Catalano, Heather Gorman,
William J. Keeler, Marc A. Leckstein

ABSENT: Councilmember John M. Lamia, Jr.

OTHERS: Administrator Joseph L. Verruni, Attorney Richard Shaklee,
Engineer Greg Blash, 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.

ITEMS FOR DISCUSSION:

SUBJECT: 2024 Summer Business Parking

ACTION: Councilman Catalano spoke with the owner of a vacant lot in the downtown with 65 parking spots and stated she is open for discussion about using the lot during the summer season for business parking. Administrator Verruni spoke with Denholtz Corporation and they are altering their construction schedule and will talk to the Construction Manager to see if we can utilize their lot for one more year - though this would not be a permanent solution, it would give us one more year to come up with a more permanent solution. Councilwoman Gorman would like to look into having Sandy Hook store the 11 boat trailers that are taking up spaces in another possible option and will work with Captain Arias on determining when business parking actually infringes on the demand for public parking which is primarily once the kids are out of school - end of June.

SUBJECT: Court Shared Service Agreement with Oceanport

ACTION: Mayor Kelly stated that Oceanport has not increased the court shared service fee since 2009 and this year they are requesting an increase of over 10% (\$78,000 to \$90,000). Mr. Verruni spoke with CFO Michael Bascom and he is going to try and negotiate a \$5,000 increase this year and an additional \$5,000 next year to lessen the impact on our budget. Councilman Bieber feels that it is not unreasonable as we have beefed up enforcement and essentially increasing the workload at the court. Mr. Verruni will reach back out to Oceanport.

SUBJECT: Tree Preservation Ordinance

ACTION: Borough Engineer Greg Blash went through the tree preservation ordinance that the DEP is requiring the Borough adopt. He recommended eliminating the permitting process and include the trees from the list from the County Shade Tree Commission. He also does not feel the fee for the removal of a tree application should be more than \$25 and it would be the responsibility of the Code Enforcement Officer to determine if a tree should be removed. This ordinance will be prepared and listed on the March 19th agenda for introduction.

Borough Engineer Greg Blash submitted a proposal for \$1,500 to have someone determine the inactive/abandoned wires in the downtown - Council authorized Mr. Blash to move forward. The utilities will be notified in advance that if we find a used wire it will be removed.

SUBJECT: Salt Storage Ordinance

ACTION: The salt storage ordinance is required by the DEP and will be prepared and listed on the March 19th meeting agenda for introduction.

SUBJECT: Cleaning Schedule & scope for all municipal spaces

ACTION: Mr. Verruni stated that we have a plan going into this year – we have a cleaning service that is currently doing the Municipal Complex, old Borough Hall, and the Library. Our biggest problem is the exterior bathrooms of the pavilion. We went out to bid for 7-day a week bathroom cleaning at the pavilion and anchorage beach including two attendants during the summer months – bids are due Friday. Mr. Verruni made CFO Michael Bascom aware at the budget meeting of the anticipated significant increased expenses for cleaning services. We also need to look into increasing the cleaning at the community center as it is being utilized often – Borough Clerk Christine Pfeiffer stated that it was included in the bid specs.

SUBJECT: Bulk/Solid Waste Ordinance

ACTION: Mr. Verruni spoke with our trash carrier and they recommend no more than two bulk items per household however he feels that five items would be a more reasonable number – Council agreed. Administrator Verruni will follow up with Councilman Lamia. He also would like the Governing Body to consider different winter/summer pick up schedules of garbage to save money.

SUBJECT: Borough Communication

ACTION: Councilman Leckstein would like to receive a weekly reminder of any special events that are going on to help the Governing Body know exactly what is going on in town.

SUBJECT: Technological Upgrades for Borough

ACTION: Councilman Leckstein stated that he, Councilman Bieber and Councilwoman Gorman participated in a demonstration by GovPilot. This came to light because the Borough still has a large amount of paper files and feels we should be moving toward digitizing all our information, specifically code enforcement and the building department documents. He would like all our information to be at our fingertips instead of pulling paper files. The Administrative Assistant for Special Projects Frank Lawrence is also assisting in researching various programs with a number of companies.

SUBJECT: Rental of Borough Buildings

ACTION: Mr. Verruni stated that we have discussed this topic many times, but ultimately, renting out the pavilion is problematic – having to disconnect the technology set up and moving and storage of the dais makes it difficult to rent the space. Councilman Bieber questioned if it would even be worth it for the amount we will be charging. This discussion will be continued at a future meeting.

SUBJECT: Borough Storage/Shredding

ACTION: Councilwoman Gorman explained that there are a lot of rooms in the Community Center that are full of file boxes and feels that we need to get rid of everything we can and consolidate because right now the building is being used as a storage space. Councilman Leckstein stated that part of the technology upgrades would be to digitize the files that we are storing. Councilman Bieber stated that the first thing he did when he came on council was review records retention and much to his surprise there is a pretty efficient system and everything is well documented. He also stated that 90% of the square footage of that building is being utilized for the Community Center and does not feel that a few storage areas interfere. Councilwoman Gorman wants to consolidate as much as possible and move boxes to the attic and/or the DPW garage. Mr. Verruni stated that we have saved many files that technically can be destroyed but we are saving as it is Sandy related and we still need to access them for FEMA purposes. Councilwoman Gorman and Councilmen Leckstein and Bieber will form a committee to come up with recommendations for Borough records and storage.

EXECUTIVE SESSION

Councilmember Bieber offered a motion to enter in to Closed Session; seconded by Councilmember Keeler:

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. Personnel
- 2. Potential Litigation

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

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

Roll Call: Bieber, Catalano, Gorman, Keeler, Lamia, Leckstein
 Yes Yes Yes Yes Absent Yes

ADJOURNMENT:

Councilmember Bieber offered a motion to Adjourn the Workshop meeting; seconded by Councilmember Keeler:

Roll Call: Bieber, Catalano, Gorman, Keeler, Lamia, Leckstein
 Yes Yes Yes Yes Absent Yes

Respectfully Submitted,

Christine Pfeiffer
Borough Clerk