

**BOROUGH OF SEA BRIGHT SPECIAL EVENTS COMMITTEE**  
**MEETING MINUTES for WEDNESDAY, August 2, 2023, 10:00 a.m.**  
1099 Ocean Avenue, Sea Bright Municipal Offices, second floor conference room

**ADMINISTRATIVE MATTERS**

**The meeting was called to order at 10:06 a.m.**

**Verification of compliance with *the Open Public Meetings Act***

The Special Events Committee of the Borough of Sea Bright stands in compliance with New Jersey's Open Public Meetings Act, New Jersey Statutes Annotated, Chapter 10, Sections 4 through 6, having notified the Asbury Park Press and The Link News of the date, time, and location of this meeting, having filed Notice with the Borough Clerk, and having posted Notice in the Borough Office and on the Borough website.

**Attendance Roll Call**

**Present:** Sea Bright business owner Melissa D'Anna, Councilwoman Heather Gorman, Registered Environmental Health Specialist from Monmouth County Regional Health Commission #1 Greg Hawriluk, Recreation Director Don Klein, Lieutenant James McCue, Committee Secretary Candace Mitchell, Borough Clerk Christine Pfeiffer  
**Not Present:** Captain John Arias, Chief Brett Friedman, Mayor Brian Kelly, Sea Bright resident Susana Markson, Public Works Deputy Director Robert Smith

**Approval of July 5, 2023 Minutes**

Councilwoman Gorman offered a motion to approve the minutes, seconded by Don Klein, and the motion carried upon the following roll call vote:

**Ayes:** Gorman, Hawriluk, Klein, Mitchell, Pfeiffer

**Nays:** none

**GENERAL BUSINESS**

**Special Event Permit Application**

**Island View Community Bonfire, August 26, 2023 (alternate date September 9,) 7 – 9 p.m. on the beach in front of Island View Townhouses, Bonfire Permit contingent upon approval by Special Events**

Contact: Gail Sinnott, 5 Island View Way, Sea Bright, NJ 07760

Councilwoman Gorman offered a motion to approve the application conditioned upon all required approvals, with a second offered by Don Klein, and the motion was carried upon the following roll call vote:

**Ayes:** D'Anna, Gorman, Hawriluk, Klein, McCue, Mitchell, Pfeiffer

**Nays:** none

**Special Event Permit Application**

**Sands Beach Club Fireworks Display, August 22, (rain date August 23) @8:45 p.m. for 15 minutes, 825 Ocean Avenue, for members (will announce to members one week in advance)**

Contact: Michael Chimento, 825 Ocean Avenue, Sea Bright, NJ 07760

Councilwoman Gorman offered a motion to approve the application conditioned upon all required approvals, with a second offered by Chris Pfeiffer, and the motion was carried upon the following roll call vote:

**Ayes:** D'Anna, Gorman, Hawriluk, Klein, McCue, Mitchell, Pfeiffer

**Nays:** none

**Request for Permission/No Permit Required**

**Sunset Services, UFMC of Sea Bright, 1104 Ocean Avenue, Tuesdays in August, 6 p.m. to sunset; yoga, meditation, and information on recovery**

Contact: Pastor Michael Turner, FUMC, 1104 Ocean Avenue, Sea Bright, NJ 07760

Greg Hawriluk offered a motion to approve the application, with a second offered by Councilwoman Gorman, and the motion was carried upon a unanimous voice vote.

**Special Event Permit Application**

**Fall Freedom Festival, UFMC of Sea Bright, 1104 Ocean Avenue, Sunday, October 22, 2023, 12 – 6 p.m., @35 vendors, several bands, area seating for @30 people, anticipating 250 people throughout the day; charitable event for bringing awareness to addiction and emotional illness and offering resources**

Contact: Pastor Michael Turner, FUMC, 1104 Ocean Avenue, Sea Bright, NJ 07760

Lieutenant McCue inquired whether officers have been requested. Pastor Turner answered that two officers have been hired. Chief Friedman will be contacted before the event. A tent permit and food permits will be obtained, and Greg Hawriluk mentioned the Monmouth County Regional Health Commission #1 will set up a booth about health education.

Councilwoman Gorman offered a motion to approve the application, with a second offered by Melissa D’Anna, and the motion was carried upon the following roll call vote:

**Ayes:** D’Anna, Gorman, Hawriluk, Klein, McCue, Mitchell, Pfeiffer

**Nays:** none

**Special Event Permit Application**

**Student Short Film Shoot on the beach and walkway, September 23, 2023, 3:00 p.m., @ 5 hours duration, 15 people**

Contact: Julian Garcia, 30 Archer Place, Highland Park, NJ 08904

Julian Garcia and his brother attended the meeting. Julian will choose a rain date and will touch base with Chief Friedman about his event.

Melissa D’Anna offered a motion to approve the application, with a second offered by Councilwoman Gorman, and the motion was carried upon the following roll call vote:

**Ayes:** D’Anna, Gorman, Hawriluk, Klein, McCue, Mitchell, Pfeiffer

**Nays:** none

**Special Event Permit Application**

**Foamboard Face Off! Fundraiser for Tinton Falls Human Society, Saturday, September 30, 2023 (no wave dates October 1, 7, or 8) 7:00 a.m. – 5:00 p.m., Anchorage Beach, @ 80 – 200 participants and attendees, \$60. Fee – all profits to be donated**

Contact: Melissa D’Anna, Lucky Dog Surf Co., 1096 Ocean Avenue, Sea Bright, NJ 07760

The event will utilize small tents, tables, and folding chairs. Lifeguards have been hired for the event.

Chris Pfeiffer offered a motion to approve the application, with a second offered by Councilwoman Gorman, and the motion was carried upon the following roll call vote:

**Ayes:** Gorman, Hawriluk, Klein, McCue, Mitchell, Pfeiffer

**Nays:** none

**Special Event Application**

**Baseball Team-Building Exercise, Friday, August 25, 2023, 6:00 to 8:00 a.m., Sea Bright Municipal Beach, 15 participants**

Contact: Paul Reddick, 229 Williamsburg Drive, Shrewsbury, NJ 07702

Paul Reddick explained this event is part of a mentoring program using team-building activities on the beach. There will three adults present.

Don Klein offered a motion to approve the application, with a second offered by Councilwoman Gorman, and the motion was carried upon the following roll call vote:

**Ayes:** D’Anna, Gorman, Hawriluk, Klein, McCue, Mitchell, Pfeiffer

**Nays:** none

**Special Event Application**

**Wedding Proposal on the Beach, Friday, August 11, 2023, 7:30 p.m., 1 hour, applicant, fiancé, 2 photographers; will be placing an arch with 'Will You Marry Me' sign**

Contact: Daniel Van Norton, 3510 Park Avenue, Weehawken, NJ 07086

Candace Mitchell offered a motion to approve the application, with a second offered by Councilwoman Gorman, and the motion was carried upon a unanimous voice vote.

**OTHER BUSINESS**

The Committee made no progress in determining event fees for certain beach events.

There was a discussion about the need for a Certificate of Insurance for every event. The Committee has the authority per Chapter 179.8 of the Borough Code to require, set the amount of, or waive the insurance requirement. A Hold Harmless Agreement is required for every event. Don Klein gave the following input: anything that changes the footprint, such as a tent, an archway, chairs, etc. must have a Certificate of Insurance.

There was discussion about the Antique Car Show to take place in September. The applicant, Jack Torres, needs to apply to Special Events for approval. So far, the applicant has spoken with Councilman Lamia and Chief Friedman but has not applied to the Special Events Committee.

**MEETING ANNOUNCEMENT**

The next meeting of the Special Events Committee is scheduled for September 6, 2023 at 10:00 a.m.

**MEETING ADJOURNMENT**

As there was no other business before the Committee, the meeting was adjourned at 10:55 a.m. upon a motion by Candace Mitchell, a second by Chris Pfeiffer, and a unanimous voice vote.

Respectfully submitted,

Candace B. Mitchell  
Special Events Secretary