

**AGENDA  
WORKSHOP MEETING  
BOROUGH OF SEA BRIGHT**

**OCTOBER 15, 2015 (Thursday)**

**SEA BRIGHT, NEW JERSEY**

Mayor Long called the meeting to order at 8:55 am.

Mayor Long read the following compliance statement:

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

**Good Morning 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 Has Been Faxed to the Asbury Park Press and other local newspapers on November 24, 2014. 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 Dina Long  
Councilmember's Peggy Bills, William J. Keeler, Brian P. Kelly,  
John M. Lamia, Marc A. Leckstein, Charles H. Rooney

**OTHERS:** Borough Administrator/Clerk Joseph L. Verruni, Attorney Sheri Siegelbaum,  
Engineer Jaclyn Flor, Borough Clerk Christine Pfeiffer

**ITEMS FOR DISCUSSION:**

**SUBJECT:** Geographical Information System - Needs Assessment Project

**ACTION:** Sue Zitzman from Maser Consulting presented an overview of the project an summarized and reviewed their findings and recommendations. The process included: staff interviews, review of the Borough's current processes and procedures, review of how technology is being used, research of existing Geospatial data, creating a GIS data model for the Borough and implementation of their recommendations.

**SUBJECT:** Vacation for 3 Atlantic Way Request

**ACTION:** Administrator Verruni reported on where we stand with this request. The property owner, Tim Parker and his attorney, Marty McGann were present for the discussion. Mr. McGann presented diagrams, maps, photos and other documents in support of Mr. Parker's request. After a lengthy discussion amongst Council and Attorney Siegelbaum it was agreed to prepare an ordinance for the November 16, 2015 Regular Meeting.

Councilmember Leckstein offered a motion to temporarily adjourn the Workshop meeting and return to the Special Meeting; second by Councilmember Bills:

<b>VOTE:</b>	Bills,	Keeler,	Kelly,	Lamia,	Leckstein,	Rooney
	Yes	Yes	Yes	Yes	Yes	Yes

**RECONVENE WORKSHOP MEETING:** CALLED TO ORDER AT 10:20 am

**ROLL CALL:**

**PRESENT:** Mayor Dina Long, Councilmembers Peggy Bills, William J. Keeler,  
Brian P. Kelly, John M. Lamia, Jr., Marc A. Leckstein,  
Charles H. Rooney III

**ALSO PRESENT:** Attorney Sheri Seigelbaum, Acting Borough Administrator  
Joseph L. Verruni, Borough Engineer Jaclyn Flor, Borough Clerk  
Christine Pfeiffer

**SUBJECT:** Halloween Trunk or Treat

**ACTION:** Councilwoman Bills explained this Halloween event that would take place in the municipal lot on October 31. Participants decorate their cars/trunks and give out candy which will provide a trick-or-treat experience for the Borough's kids without leaving Sea Bright. This event will be coordinated with Sea Bright First Aid's Halloween Parade. Council agreed to hold event and asked the Clerk to prepare a resolution for the October 20, 2015 regular meeting.

Councilwoman Bills left meeting at 10:30 am.

**SUBJECT:** Beach Parking Lots/Pay

**ACTION:** Councilman Kelly discussed having RFP's prepared to implement pay parking and explained that as it stands now, the pay parking would be seasonal and only apply to the three municipal parking lots. Mayor Long said she would like to make accommodations for residents and also consider a validation procedure for the businesses. Council asked Administrator Verruni to prepare a draft RFP and the Clerk to prepare a resolution authorizing RFPs for the October 20, 2015 regular meeting.

**SUBJECT:** Dune Donations

**ACTION:** Administrator Verruni explained the Dune Committee wants to do a mailing asking for donations to maintain a coherent and protective dune system. A two year \$1000 sponsorship would entitle donors to have a sign displaying their name at the entrance to the beach. Council asked the Clerk to prepare an approving resolution for the October 20, 2015 regular meeting.

Councilman Kelly left meeting at 10:35 am.

**SUBJECT:** HFA Consulting - Community Disaster Loan

**ACTION:** Administrator Verruni reported the CFO would like to retain our current Auditor, Holman Frenia Allison, P.C. (HFA) for additional services necessary to assist with the closing out of the Community Disaster Loan. The fee for this additional service would not exceed \$5000. Council asked the Clerk to prepare an approving resolution for the October 20, 2015 regular meeting.

**SUBJECT:** Member Participation in a Cooperative Pricing System/Agreement with the Township of Cranford

**ACTION:** Administrator Verruni explained the Borough has interest in participating in the Township of Cranford's cooperative purchasing system. Mr. Verruni recommends we join as it would be economically prudent to do so. Council asked the Clerk to prepare an approving resolution for the October 20, 2015 regular meeting.

**SUBJECT:** Best Practices Inventory

**ACTION:** Administrator Verruni explained that Best Practices is a series of tests that the state gives municipalities to see if they operate efficiently and effectively. Mr. Verruni reported that Sea Bright scored in the 90th percentile. Mayor Long would like to see the score at 100%.

**SUBJECT:** Code Enforcement

**ACTION:** Administrator Verruni reported the Borough has been looking at ways to get more pro-active in Code Enforcement in a consistent, fair-handed manner.

**SUBJECT:** Participation in the Monmouth County High Water Mark (HWM) Initiative

**ACTION:** Mayor Long reported this effort is through Monmouth County OEM. A brief discussion was held about a cost, if any, to the Borough. Council asked the Clerk to list approving resolution for the October 20, 2015 regular meeting.

**SUBJECT:** Ordinance Review

**ACTION:** Councilman Lamia suggested Council schedule special meetings to review the Borough's ordinances to determine if they are valid and pertain to the current goals of the Borough. Mayor Long suggested quarterly review workshops. The administrator will circulate a calendar to check availability.

**SUBJECT:** Updated Beach Management Plan

**ACTION:** Councilman Lamia reported the updated Beach Management Plan For the Protection of Federally and State Listed Species needs Council's approval. One area of interest is the scraping of sand regulations in the plan and what is allowed under a state of emergency. Mayor Long requested the Chief and DPW review the plan. Councilman Lamia will request a mark-up version from Ron Popowski to review exactly what has been changed/edited and provide to Council for further review.

**SUBJECT:** Capital Improvement Grant

**ACTION:** Administrator Verruni reported the review committee reviewed the two RFPs received and recommends T&M Associates be awarded the contract for the preparation of a Capital Improvement plan to identify the Borough's capital needs and identify funding sources for those needs. Council asked the Clerk to prepare an approving resolution for the October 20, 2015 regular meeting.

**SUBJECT:** Engineer's Update

**ACTION:** Engineer Flor explained the change order that was submitted from contractor for bulkhead project (Kremer) for removal of a sunken barge full of concrete at the end of South Street. Ms. Flor will itemize the charges for Council's review. Council requested the Engineer meet with the contractor to review bill and report back to the Administrator whether to list the change order on the October 20, 2015 regular meeting agenda.

Ms. Flor provided a written summary and reviewed the status of ongoing projects in the Borough - Council will review her report. Ms. Flor will schedule a call with the Administrator and Bill Dixon to review the status of the state aid agreement for the seawall project.

**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.

Vince LePore, Long Branch, urged Council not to vacate the property at 3 Atlantic Way - "the property is worth money." Mr. LePore also commented on the cell tower and asked if there was a municipal ordinance governing cell towers. Mr. LePore asked the Mayor if she received a response from the Board of Education to her referendum inquiry. Mayor Long responded that she has not and thanked Mr. LePore for his efforts on behalf of the Borough.

**EXECUTIVE SESSION: NOT HELD**

**ADJOURNMENT:**

Councilmember Leckstein offered a motion to Adjourn the Workshop meeting; second by Councilmember Lamia

<b>Vote:</b>	Bills,	Keeler,	Kelly,	Lamia,	Leckstein,	Rooney
	absent	Yes	Yes	Yes	Yes	Yes

Time: 11:20 am

Respectfully submitted,

Christine Pfeiffer  
Borough Clerk