

AGENDA
REORGANIZATION MEETING
BOROUGH OF SEA BRIGHT

JANUARY 4, 2020 - 10:30 AM

BOROUGH OF SEA BRIGHT

1. PLEDGE OF ALLEGIANCE

2. OPENING 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 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."

3. MOMENT OF SILENCE FOR THE FOLLOWING SEA BRIGHT RESIDENTS WHO PASSED AWAY IN 2019.

**Helen Downey
Shirley M. Hicks
Richard S. Laczynski
James H. Linford
Douglas S. O'Connor
Maryana Robertson
Alex Seidler
Joan J. Tagliaferro**

4. INVOCATION: Father Michael Manning

5. STATEMENT OF DETERMINATION:

"A statement of the determination of the Board of County Canvassers relative to an election held in the Borough of Sea Bright on the 5th day of November, in the year Two Thousand and Nineteen for the election of Municipal Officers for said **BOROUGH OF SEA BRIGHT**

The Board determined at the General Election:

MAYOR - BOROUGH OF SEA BRIGHT

BRIAN P. KELLY

Was duly elected to the **Office of Mayor, Full Four (4) Year Term**
(January 1, 2020 - December 31, 2023)

COUNCILMEMBERS - BOROUGH OF SEA BRIGHT

KEVIN BIRDSALL
SAMUEL A. CATALANO

Were duly elected as **Members of the Borough Council, Full Three (3) Year Term**
(January 1, 2020 - December 31, 2022)

SWEARING IN / OATHS OF OFFICE

MEETING ROLL CALL: BIRDSALL ___ CATALANO ___ KEELER ___ LECKSTEIN ___
ROONEY ___ SCHWARTZ ___

6. 2019 COUNCIL PRESIDENT MARC A. LECKSTEIN: 2019 YEAR-END ADDRESS

7. MAYOR BRIAN P. KELLY: 2020 NEW YEAR MESSAGE

8. STANDING COUNCIL COMMITTEE APPOINTMENTS:
Chapter 3. Administrative Code §3-7. Committees (A.)

The following Council Committee Appointments are presented for the year 2020:

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

A. Beach/Grants/Finance:

Chair works with council committee to recommend policy and oversee operations and maintenance of the beach, including serving as liaison to the Dune Community Advisory Committee; tracks existing grant progress, monitors opportunities and coordinates the timely application for future grant possibilities. Chair works with council committee and CFO to recommend policy and oversee budget and financial operations.

- **Jon Schwartz, Chair**
- **Kevin Birdsall**
- **William J. Keeler**

B. Insurance/Court/Public Safety:

Chair works with council committee and CFO and department heads to recommend policy ensure compliance and oversee insurance premiums and coverage. Chair works with council committee, Public Safety Director and Fire Chief to oversee and recommend policy for borough public safety functions, including the Police Department, Fire Department, First Aid, Emergency Management and Water Safety and the Municipal Court.

- **William J. Keeler, Chair**
- **Charles H. Rooney III**
- **Jon Schwartz**

C. Administration/Shared Services/Capital Plan:

Chair oversees administration including Personnel and Code Enforcement, also oversees all shared services. Chair works with council committee to prioritize and oversee implementation of capital projects.

- **Marc A. Leckstein, Chair**
- **Samuel A. Catalano**
- **Charles H. Rooney III**

D. Education/Flood Control:

Chair of Education monitors education issues affecting Sea Bright students K-12. Chair works with council committee to prioritize and oversee implementation of flood mitigation efforts.

- **Charles H. Rooney III, Chair**
- **William J. Keeler**
- **Samuel A. Catalano**

E. Public Works/Building Department/Beautification:

Chair works with council committee to recommend policy and oversee operations of the Department of Public Works. Chair works with council committee and administration to oversee Building Department. Chair of Beautification serves as liaison to Beautification Advisory Committee and oversees Beautification projects.

- **Kevin Birdsall, Chair**
- **Jon Schwartz**
- **Marc A. Leckstein**

F. Library/Recreation/Public Relations:

Chair of Library serves as liaison to the Library Advisory Committee. Chair of Recreation serves as liaison to the Recreation Advisory Committee. Public Relations Chair works with advisory committee and oversees the website, newsletter, Sea Bright 365 and promotions.

- **Samuel A. Catalano, Chair**
- **Marc A. Leckstein**
- **Kevin Birdsall**

9. COMMUNITY ADVISORY COMMITTEES:

Chapter 3. Administrative Code §3-7. Committees (C.)

The following Community Advisory Committee Appointments are presented for the year 2020:

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

A. Beautification:

Oversees seasonal plantings and decorations in public spaces and at public buildings, raises funds to offset costs for Beautification Trust Fund.

- **KEVIN BIRDSALL, Liaison**
- Peggy Bills
- Christina Doxey
- Diane Kaplan
- Frank Lawrence
- Nancy Mulheren
- Barbara Nadler
- Joann Sheridan

B. Dune Restoration Committee:

Oversees maintenance of dunes including annual plantings, public education about Dunes and fundraising to offset costs.

- **JON SCHWARTZ, Liaison**
- Heather Bedenko
- Chris Cappillo
- Sue DiMassa
- MaryBeth Lederman
- Paulette Sakariassen
- Ira Schussheim
- Karolyn Stevens Wray

C. Library:

Oversees library programming and improvements, raises funds to offset costs for Library Trust Fund.

- **SAMUEL A. CATALANO, Liaison**
- MaryAnn Chevalier
- Elizabeth DeGiulio
- Joan Neuhoff
- Robert Reid
- Margaret Saxton
- Liz Von Ziegesar

D. Recreation:

Oversees recreation programming for residents of all ages, raises funds to offset costs for the Recreation Trust Fund.

- **SAMUEL A. CATALANO, Liaison**
- Peggy Bills
- Linda Blevins
- Don Klein
- Felecia Stratton
- Robert Long

E. Safety and Loss Committee:

Comprised of borough officials from all departments, the committee meets regularly to review procedures to improve safety and reduce losses through insurance claims.

- **WILLIAM KEELER, Liaison**
- Brian P. Kelly, Mayor
- Borough Administrator
- Captain Brett Friedman
- Charles R. Murphy, Jr.
- David Bahrle
- Felecia Stratton
- Daniel Drogin
- Recreation Director
- Monmouth County Regional Health Commission Representative

F. Green Team Committee:

The Green Team is a permanent advisory committee created by Ordinance 04-2016 to recommend and implement sustainable practices for the Borough, according to Chapter 37, "Sustainable Sea Bright Advisory Committee" in the code of the Borough of Sea Bright.

- **MARC LECKSTEIN, Liaison**
- Brian P. Kelly, Mayor
- Kevin Birdsall, Councilman
- Planning Board Member - to be appointed by Planning Board
- Christine Pfeiffer, Borough Clerk
- Michelle Ketcham, Administrative Assistant
- Brett Friedman, Police Captain
- Elizabeth DiGiulio, Elected Representative, Shore Regional School Board
- Karolyn Wray, Citizen Member
- Felecia Stratton, Business Owner
- Susana Markson, Mayor's designee

G. Public Relations Advisory Committee

Oversees promotion and marketing of Sea Bright inside and outside of the community via Sea Bright 365 initiatives. Assists, where needed, with Borough newsletter and social media. Raises funds for the Public Relations Trust Fund.

- **SAMUEL A. CATALANO, Liaison**
- Linda Blevins
- Kristine Kelly
- Susana Markson
- Adrianna Polony-Sands
- Joann Sheridan
- Felecia Stratton

10. APPOINTMENTS FOR 2020:

ONE YEAR TERMS:

RES. NO. 01-2020 Appointment of **2020 Council President, Charles H. Rooney, III**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 02-2020 Appointment of **Borough Attorney, Roger McLaughlin, Esquire
McLaughlin Stauffer & Shaklee, P.C.**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 03-2020 Appointment of **Borough Special/Conflicts Counsel:
Porzio, Bromberg & Newman, Vito Gagliardi, Jr. & Kerri A. Wright
(Educational Matters)**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 04-2020 Appointment of **Borough Auditor, Robert W. Allison, RMA
Holman Frenia Allison, PC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 05-2020 Appointment of **Borough Planner, Christine Cofone
Cofone Consulting Group, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 06-2020 Appointment of **Borough Consulting Engineers** as follows:

**Leon Avakian Inc., Gregory Blash
CME Associates, Gregory R. Valesi
Hoder Associates, David Hoder
French & Parrello, Keith B. Smith
Maser Consulting, William White
Suburban Consulting Engineers, Robert C. Gregoria
T&M Associates, Francis W. Mullan
Van Cleef Engineering Associates, Millis J. Looney**

RES. NO. 07-2020 Appointment of **Borough Prosecutor, William G. McGuinn, Esq.,
Hoagland, Longo, Moran, Dunst LLP**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 08-2020 Appointment of **Public Defender, Robert J. Holden, Esquire,
Robert J. Holden, Esquire, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 09-2020 Appointment of **Alternate Public Defender, Kevin P. Wigenton, Esq.
Wigenton Law Firm**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz

RES. NO. 10-2020 Appointment of **Bond Counsel, John Draikiwicz, Esquire,
Gibbons. P.C.**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 11-2020 Appointment of **Labor Attorney, Bruce Padula, Esquire,
Cleary, Giacobbe, Alfieri, Jacobs, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 12-2020 Appointment of **Tax Appeal Attorney, Salvatore Alfieri, Esquire
Cleary, Giacobbe, Alfieri, Jacobs, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 13-2020 Appointment of **Special Tax Appeal Attorney, Martin Allen, Esquire DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. (Beach Club Appeals)**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 14-2020 Appointment of **Council Liaison to the Planning Board, MARC A. LECKSTEIN**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

11. CONSENT AGENDA:

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___

A Certification of Funds supports any items requiring expenditure; any items requiring discussion will be removed from the Consent Agenda:

- Res. No. 15-2020 APPOINTING MAYOR BRIAN KELLY as COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVE and JACK KEELER, as the ALTERNATE REPRESENTATIVE**
- Res. No. 16-2020 APPOINTING MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR**
- Res. No. 17-2020 APPOINTING REGISTRAR, DEPUTY REGISTRAR AND ALTERNATES OF VITAL STATISTICS**
- Res. No. 18-2020 APPOINTMENTS TO THE BOROUGH'S SPECIAL EVENTS COMMITTEE**
- Res. No. 19-2020 OFFICIAL NEWSPAPERS**
- Res. No. 20-2020 2020 ANIMAL CONTROL AGREEMENT WITH KERRY GOWAN, ANIMAL CONTROL OFFICER**
- Res. No. 21-2020 2020 SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF OCEAN FIRE DEPARTMENT FOR FIRE OFFICAL/CODE ENFORCEMENT VEHICLE**
- Res. No. 22-2020 AUTHORIZING AWARD OF CONTRACT NAMING BROWN AND BROWN, METRO, INC. AS BROKER/CONSULTANT FOR THE "MONMOUTH COUNTY JOINT INSURANCE FUND"**
- Res. No. 23-2020 OFFICIAL DEPOSITORIES**
- Res. No. 24-2020 INTEREST ON DELINQUENT TAXES, SEWER and other MUNICIPAL CHARGES**
- Res. No. 25-2020 ANNUAL FEE SCHEDULES**

- Res. No. 26-2020 POLICE SPECIAL DUTY RATES FOR 2020**
- Res. No. 27-2020 PETTY CASH FUNDS and CHANGE FUNDS**
- Res. No. 28-2020 2020 CASH MANAGEMENT PLAN**
- Res. No. 29-2020 AUTHORIZING HIRING OF SPECIAL LAW ENFORCEMENT OFFICERS – CLASS I & CLASS II**
- Res. No. 30-2020 AUTHORIZING FIRST AMENDMENT TO THE TEMPORARY CELL TOWER LEASE AGREEMENT WITH T-MOBILE NORTHEAST LLC**
- Res. No. 31-2020 TEMPORARY BUDGET APPROPRIATIONS**

**12. BOROUGH EMPLOYEES/APPOINTMENTS:
Chapter 3. Administrative Code §3-5. (A.) Mayor Appointments**

The following Employees/Appointments are presented for the year 2020:

- **BOROUGH CLERK:** Christine Pfeiffer
(3-year appointment 1/1/2018 – 12/31/2020)
- **BOROUGH DEPUTY CLERK:** Michelle Ketcham
- **BOROUGH JUDGE** Nicole Sonnenblick
(3-year appointment 1/1/2018 – 12/31/2020)
- **REGISTRAR AND ADMINISTRATIVE ASSISTANT:** Candace Mitchell
- **BEACH MANAGER:** Don Klein
- **BOARD OF HEALTH SECRETARY:** Patricia Spahr
- **ADMINISTRATIVE ASSISTANT/SPECIAL PROJECTS:** Frank Lawrence
- **SECRETARY & TECHNICAL ASSISTANT, CONSTRUCTION DEPARTMENT:** Karen DiBerardino
- **CONSTRUCTION OFFICIAL/BUILDING SUBCODE OFFICIAL:** Edward Wheeler
- **HOUSING INSPECTOR/CODE ENFORCEMENT OFFICER/FIRE INSPECTOR/FIRE SUB-CODE OFFICIAL** Thomas Haege
- **FLOOD PLAIN MANAGER, PLANNER AND ZONING OFFICER:** Mary Tangolics
- **BUILDING INSPECTOR** Jeff Losacco
- **ELECTRICAL SUBCODE OFFICIAL:** Paul Vitale
- **PLUMBING SUBCODE OFFICIAL:** John Palmer
- **FINANCE MANAGER:** Khristi Jacobs
- **CHIEF FINANCIAL OFFICER:** Michael Bascom
- **OFFICIAL TAX SEARCHER:** Patricia M. Spahr

- **OFFICIAL ASSESSMENT SEARCHER:** Christine Pfeiffer
- **PUBLIC OFFICER FOR ABANDONED PROPERTIES:** Thomas Haege
- **DIRECTOR OF PUBLIC WORKS:** David Bahrle
- **DEPUTY DIRECTOR OF PUBLIC WORKS & RIGHT TO KNOW AND SAFETY COORDINATOR/ RECYCLING COORDINATOR:** Shawn Thomas
- **PUBLIC WORKS MAINTENANCE:** Joseph Eskridge
Randall Allen
- **TAX/SEWER UTILITY COLLECTOR:** Patricia M. Spahr
- **LIBRARY DIRECTOR:** Jane Farmer
- **LIBRARY PROGRAM DIRECTOR:** Alessandra Scalgione
- **LIBRARY ASSISTANTS:** Deanna Andriola
Patricia Andriola
Patricia McCory
- **RECREATION DIRECTOR:** Don Klein
- **CERTIFIED COURT ADMINISTRATOR:** Carol Smith
- **BOROUGH PHYSICIAN:** Monmouth Medical Center Occupational Health
- **SPECIAL EVENTS COMMITTEE:** (General Code: §38-3):
Councilmember, Marc A. Leckstein
Alternate Councilmember, Charles H. Rooney III
Borough Business Owner, Melissa D’Anna
Borough Resident, Susana Markson
Brian P. Kelly, Mayor
Joseph L. Verruni, Administrator or Christine Pfeiffer, Clerk
Brett Friedman, Police Chief
David Bahrle, Director of Public Works
Don Klein, Recreation Director
Daniel Chernavsky, OEM Coordinator
Candace Mitchell, Committee Secretary
Monmouth County Regional Health Commission Representative
- **REPRESENTATIVES TO MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND:**

William J. Keeler, Councilmember
Joseph Verruni, Alternate
- **FIRE DEPARTMENT LINE OFFICERS:** (General Code: §20-3 A.)

Department Chief: Charles Murphy, Jr.
Assistant Chief: Charles Rivera
Captain: Scott Shanker
First Lieutenant: Kevin Covert
Second Lieutenant: Nicholas Luiten
Third Lieutenant: Sean Marelli

- **AUXILIARY FIRE DRIVERS:** (General Code: §20-7)

David Estelle
James Forsman
Charles Murphy, Jr
Charles Rivera
Scott Shanker
David Covert
Daniel Drogin
Nick Luiten
Patrick Mason
Aaron Rock

- **PROBATIONARY DRIVERS:**

Kevin Covert
Sean Marelli
Ryan Naclerio
Joseph Eskridge
James Corrao
Robert Eyerkuss
Darren Berry
Jacob Simon
Robert Kegley
Nicholas Hubbard
Aaron Lyle
Angelo Ciaglia
Frank Santore
Stephen Campbell
Anthony Nolin
James Fenn
Andrew Heganberg
William Trivett
John Wankle
John Spierto
Steven Lang

- **FIRE DEPARTMENT – ENGINEERS:**

David Estelle - Chief
James Forsman – Assistant Chief

- **FIRE POLICE:** Five year term

Daniel Drogin, Captain	(01/01/19 - 12/31/23)
David H. Estelle	(01/01/19 - 12/31/23)
Joseph Eskridge	(01/01/16 - 12/31/20)
Patrick Mason, Jr.	(01/01/16 - 12/31/20)
Patrick Covert	(01/01/16 - 12/31/20)
Michael Estelle	(01/01/16 - 12/31/20)

- **PURCHASING AGENTS – FIRE DEPARTMENT:**

Charles Murphy, Jr
Charles Rivera

- **POLICE OFFICERS:**

Brett Friedman, Chief
John Arias, Captain
James McCue, Lieutenant
Charles Murphy, Sergeant
Richard Huegel, Sergeant
Erich Bennett, Corporal
Chris Fisler, Patrolman
Daniel J. Chernavsky, Detective
Andrew Hendricks, Patrolman
Michael Morgan, Patrolman
Ty Manning, Patrolman

- **CLASS II SPECIAL POLICE OFFICERS:**

Robert Alvator
Ryan D. Lauer
Sean Marelli
Arturo Rios, III
Tyler J. Schick
Liam T. Stephens
Daniel Patrick Welsh

- **CLASS I SPECIAL POLICE OFFICER:**

Kerry Gowan
Emily Skillman
Madison Taylor

- **POLICE MATRON:** Kerry Gowan

- **EMERGENCY MANAGEMENT:**

Coordinator: 3-year term

Daniel J. Chernavsky (01/01/2020 – 12/31/2022)

Deputy Coordinators: 3-year term

Daniel Drogin (01/01/20 – 12/31/22)

Ryan B. Murphy (01/01/20 – 12/31/22)

• **LOCAL EMERGENCY PLANNING COMMITTEE:**

- Brian P. Kelly, Chair
- Christine Pfeiffer, Borough Clerk
- Joseph Verruni, Borough Administrator
- Brett Friedman, Chief of Police
- Charles R. Murphy, Jr., Fire Chief
- Daniel J. Chernavsky, OEM Coordinator
- David Estelle, EMS Captain
- Tom Haege, Fire Official
- David Bahrle, DPW Director
- Lance Cunningham, Carriage House Marina, Owner
- James LoBiondo, Surfrider Beach Club, Owner
- Michael Stavola, Driftwood Beach Club, Owner
- Chris Wood, Woody’s Ocean Grille, Owner
- Candance Brunswick, Resident
- Marc A. Leckstein, Councilmember/Administration Chair
- William J. Keeler, Councilmember/Public Safety Chair

13. BENEDICTION: Pastor Turner

14. ADJOURNMENT

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Catalano ___ Keeler ___ Leckstein ___ Rooney ___ Schwartz ___