

**MINUTES  
WORKSHOP MEETING  
BOROUGH OF SEA BRIGHT**

**APRIL 16, 2020 (Thursday)**

**SEA BRIGHT, NEW JERSEY**

**DUE TO THE CORONAVIRUS AND THE NEED FOR SOCIAL DISTANCING, THIS MEETING  
WILL BE HELD REMOTELY AND AVAILABLE TO THE PUBLIC IN A LIVE FEED. TO ACCESS  
THE MEETING PLEASE FOLLOW THE INSTRUCTIONS BELOW.**

**PUBLIC ACCESS DIAL-IN**

United States (Toll Free): **1-877-568-4106**

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**Access Code: 742-249-621**

**Mayor Kelly** called the meeting to order at 8:30 a.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 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 Was Sent to the Asbury Park Press and other  
local newspapers on January 6, 2020. 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 Roger McLaughlin, Administrator Joseph L. Verruni,  
Engineer William White, 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:** Discussion of the Downtown and Riverfront Redevelopment Projects  
(Christine Cofone, Dave Hoder and William Wolf joined the meeting)

**ACTION:** Ms. Cofone explained that the redevelopment plan for The Break (downtown properties) has been amended with the requested changes from the previous meeting and are now ready to go to the Planning Board. Dave Hoder, Planning Board Engineer, commented that the River Street subdivision property values are going to increase once it is officially filed as eight separate lots. Administrator Verruni added that we requested another appraisal of the property. Mr. Hoder expressed his concerns about additional storm water flow with the hotel project.

Attorney William Wolfe explained that the Planning Board can impose a requirement for somehow reducing that flow of water. Mr. Hoder and Ms. Cofone would like stormwater management and road improvements incorporated into the plan.

Councilman Keeler questioned if public access was a requirement of the State or something we are requiring internally along the Shrewsbury River and how far would the set back be from the private residence? Mr. Hoder explained that it is a regulation of a CAFRA permit and the applicant is considering this walkway/boardwalk a "park". Ms. Cofone explained ways that would best accommodate both the private residences and public access. Councilman Leckstein explained that the developer was looking into improving the river public access areas since it was already a concern. Councilman Birdsall commented that the public access should be kept at the street end rather than in the middle of the block. Councilman Keeler and Birdsall are not in favor of increasing the density of this project in order to cover the costs of these requirements. Councilman Rooney wants everyone to keep in mind that the idea of this project is to make everything better for the residents of this entire town. Mr. Wolf stated the next step would be to give the plan to the Planning Board for review and another appraisal of the downtown properties. Councilman Leckstein explained that due to COVID-19, the Planning Board is not ready to meet in a virtual setting yet so Council is going to hold off approving the resolution until the Board is up and running as we need to ensure we are not violating the Open Public Meetings Act. On the advice of Counsel, it was agreed to continue to carry the resolution until the Planning Board is ready to move forward. Councilman Keeler expressed his concern that with the increase in population density, resident motorists will have difficulty gaining safe access to Ocean Avenue from the narrow, limited visibility, side streets and asked the planner and engineer to keep that in mind when finalizing project details. Councilman Schwartz is concerned that flood waters will flow into the street from the boat ramps.

**SUBJECT:** Monmouth County Library  
(Director Judith Tolchin and Assistant Director Heidi Amici)

**ACTION:** Monmouth County Library Director Judith Tolchin and Assistant Director Heidi Amici joined the meeting to discuss the benefits of being a member of the Monmouth County Library. Ms. Tolchin believes that we have one of the best County libraries in the State - we have been active throughout this entire crisis and have made things work through times of difficulty. Their strong suit is the use of electronic collection and access for numerous online programs. They supply all the software for the Sea Bright Library, along with a children's librarian, and they operate 68 hours per week. Ms. Amici added that during this troublesome time that the electronic resources increased 79% from last year and even though libraries are closed - the online services are being heavily utilized. Councilman Catalano and Councilman Schwartz feel that we pay a lot of money to be a part of the County library system when there are other entities that we could be a part of that cost less. The County argued that they are much more economical than other library systems because of the tax rate of the Monmouth County library system which is determined by property value. Administrator Verruni will ask CFO Michael Bascom to do a service analysis and report back at the next workshop meeting. Mayor Kelly would like to put forth an effort to better educate the public of what the library has to offer.

**SUBJECT:** Capital Projects Update

**ACTION:** Administrator Verruni stated the beach pavilion has been sanitized and locked down in case there is a problem in any of the other buildings we can move our services over there. The bonding company has had contractors getting quotes to finish the outstanding punch list items but we haven't heard back from them yet - the pandemic has put the construction industry on hold. Frank Lawrence has been working with the bonding company and has identified a few more items that need to be looked at although we do not have a definitive plan to move forward at this time. Mr. Verruni reported the move of municipal offices to the new Municipal Complex has begun and we hope to have everyone moved by the end of next week. It has been a great effort by our Borough staff and the Department of Public Works to get us in there. The Police trailers are scheduled to be removed on April 27<sup>th</sup> and we are trying to provide temporary access to the front of the building until permanent access is built. Mr. Verruni reported the Anchorage Park construction has been slowed down due to the pandemic. Councilman Catalano discussed new options for fencing along the riverside of the park as the company manufacturing our first choice has closed down - Council agreed to wait for the fence company to re-open. Mr. Verruni stated that they had a beach meeting yesterday and the State has approved the expansion of the gravel parking to the east of the municipal parking lot for an additional 15-20 spots. Public Works is having the parking lot mulched and some stone replaced - we are proceeding as planned to get ready for summer and are being optimistic.

**SUBJECT:** Public Safety Update (Chief Friedman & Chief Murphy)

**ACTION:** Police Chief Friedman explained that we are dealing with issues they never have dealt with before but they will get through it. He provided a brief update on last month's police activity - there were 285 calls for service. He stated that the Monmouth County Police Academy has shut down which is going to be an issue with Specials for this summer. Fire Chief Murphy provided a quarterly report for the Fire Department - January through March they had 62 calls for service and a total of 2,146 man hours and 500 of those hours were for training. Chief Murphy also stated that they had 1,097 staffing hours which is huge for a volunteer department and is really proud of what they are accomplishing - the response time for a call is 4.38 minutes which is almost half from last year. With the COVID issue he has restricted the amount of people in the firehouse. Chief Murphy reported the fire department is in good shape financially. Councilman Rooney commented that it is great the fire department is back and enjoying the new firehouse.

**SUBJECT:** Short-term Rentals

**ACTION:** Mr. Verruni explained that it was brought to his attention that some municipalities are limiting or eliminating short term rentals due to COVID-19. The Governor put out an executive order that allows us to do that. Council agreed that it would be best to have OEM Coordinator, Dan Chernavsky, issue an official declaration restricting short term rentals (State statute defines short term as 180 days or less) until the state order is rescinded by the Governor. This order does include Air B&B type rentals.

**SUBJECT:** Executive Order on Construction Projects

**ACTION:** Mr. Verruni explained that the Governor's executive order is not clear on construction project restrictions. Attorney McLaughlin stated that he interprets it as current construction can continue but there shall be no new construction unless it is deemed essential. Councilman Birdsall wants to encourage property owners to continue to submit paperwork since that can continue to be processed. Mr. McLaughlin stated that construction on single family homes can continue if currently underway. Mr. Verruni will follow up with the building department to ensure they are in compliance.

**SUBJECT:** Renewal for Participation in the CDBG Program

**ACTION:** Mr. Verruni received a notification that we need to reapply to continue to participate in the CDBG program. Unfortunately, we do not have any eligible areas to participate in the program except for handicap access projects which we have applied for in the past. Councilman Keeler explained how important it is to attend meetings to form relationships with those who vote on the applications. A resolution authorizing the application will be prepared for the April 21<sup>st</sup> meeting.

**SUBJECT:** NJDCA Local Efficiency Achievement Program

**ACTION:** Administrator Verruni explained that there is a LEAP Grant from the Department of Community Affairs that specifically funds regionalization studies for school districts. Atlantic Highlands, Highlands, and Sea Bright feel the \$60,000 Feasibility Study and other legal billing fit directly in the guidelines of this program. Atlantic Highlands received a proposal from their engineer, Maser to prepare the application for \$4,500 – split amongst the three municipalities. Mr. Verruni believes we have a good chance of recuperating all the money. A resolution authorizing the grant application will be prepared for the April 21<sup>st</sup> meeting.

**SUBJECT: Resolutions**

R1. Authorizing the Leasing of Property for use by the Borough of Sea Bright with Jesse A. Howland & Sons, Inc. - Municipal Permit Parking Facility

R2. Hiring Borough Library Employee

R3. 2019 Recycling Tonnage Grant

R4. Authorizing Planning Board Review of the Sea Bright Downtown Properties Redevelopment Plan, Block 15, Lots 2, 3 and 4, Ocean Avenue (carried from 4/7/2020 meeting)

**ACTION:** Resolutions will be prepared for the April 21<sup>st</sup> meeting agenda for approval.

**EXECUTIVE SESSION:**

Councilmember Leckstein offered a motion to enter in to Closed Session; second 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. Sewer Billing

**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

**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

**ADJOURNMENT:**

Councilmember Leckstein offered a motion to Adjourn the Workshop meeting; seconded by Councilmember Birdsall:

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

Time: 10:30am

Respectfully Submitted,

Christine Pfeiffer  
Borough Clerk