

**MINUTES  
WORKSHOP MEETING  
BOROUGH OF SEA BRIGHT**

**OCTOBER 15, 2020 (Thursday) SEA BRIGHT, NEW JERSEY**

**DUE TO THE CORONAVIRUS AND THE NEED FOR SOCIAL DISTANCING, THIS MEETING WILL BE HELD REMOTELY AND OPEN TO THE PUBLIC BY FOLLOWING THE INSTRUCTIONS BELOW.**

**PUBLIC ACCESS LINK**

<https://global.gotomeeting.com/join/734711989>

**DIAL-IN**

**United States (Toll Free): 877-309-2073**

**United States: 646-749-3129**

**Access Code: 734-711-989**

**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 (Arrived late),  
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:** Capital Projects Update  
**ACTION:** Administrator Verruni reported he met with T&M to review the unfinished site work and exterior punch list items for the Beach Pavilion and Municipal Complex projects. Some items still need to be corrected and Engineer Fran Mullan will be putting together a plan for Unimak to complete. Mr. Verruni stated that both the Municipal Complex and Beach Pavilion are mostly completed and said the bonding company (Travelers) for the Beach Pavilion has hired Unimak to complete the outstanding tasks.

**SUBJECT:** Public Safety Update (Chiefs of Police and Fire)  
**ACTION:** Chief Friedman reported that during the summer season the Police Department issued 2,826 tickets for both moving and parking violations which made it a record year. He also reported 522 calls for service in the month of September. Mayor Kelly thanked the Police Department for the great job this summer as it was our busiest season yet. Fire Chief Murphy reported 72 fire and medical calls for the month of September and reported all the maintenance is completed on the high-water vehicles and they are ready for the upcoming storm season.

**SUBJECT:** Short Term Rental Properties Ordinance  
**ACTION:** Councilman Leckstein recommends carrying this item to the next workshop meeting so the Council has more time to digest this ordinance as it is very important – Council agreed. Attorney McLaughlin explained this ordinance is very comprehensive and addresses many issues that may not pertain to Sea Bright and it is important to determine what issues we want to specifically address. Mayor Kelly asked Councilmembers Keeler, Birdsall, and Leckstein to look at this further and bring back their recommendations to the next meeting.

**SUBJECT:** Signage (Municipal Complex & Roadway entrances)  
**ACTION:** Administrator Verruni explained that we need to choose the signage for the outside of the Municipal Complex and the two signs at the entrances coming into town. Council discussed the options and agreed on the PVC letters in all caps. Councilman Rooney would like "43" to be displayed over the Fire Department bays. Administrator Verruni will get a final rendering and bring it back to Council for final approval. Councilman Catalano discussed the options for the signage at the entrances of town – Mr. Verruni will get quotes. Councilman Rooney said he would like to keep Mr. Ron Jackson in the loop on what we doing – he is a native Sea Brighter and has invested a lot of time putting some renderings together for us.

**SUBJECT:** SPCA – TNR Program

**ACTION:** Mr. Verruni explained that with the demolition of buildings in the downtown we have the need to reinstitute the trap, neuter, release program. The SPCA will split the cost of the TNR program and recommends we begin to utilize this service. Councilman Keeler will reach out to George Finnegan since he is very involved with the cats in town. Mr. Verruni reported we intend to contract the SPCA for all of our animal control services next year.

**SUBJECT:** Maser Proposal – Stormwater Outfall Inventory and Inspection

**ACTION:** Mr. Verruni explained that we received a proposal from Maser for stormwater outfall inventory and inspection for \$11,640. Councilman Birdsall stated that Dave Bahrle, Director of Public Works, received a quote for similar work from T&M for \$4,975. Mr. Verruni would like to make sure we are getting the same services with both proposals. Dave Bahrle explained that he requested proposals for the base requirements we need to satisfy DEP regulations. Maser's proposal includes much more detail on pipe material and size at the outfall which you will need to use when repairs need to be made and check valves need to be installed. Engineer William White explained the importance of including those details. Mr. Bahrle will go back to T&M and ask them to submit another proposal with the additional detail and will review both proposals and make recommendations to Council.

\*9:15 am Mayor Kelly left the meeting.

**SUBJECT:** Road Excavations – Restoration of Surface

**ACTION:** Mr. Verruni explained the question "can we require a utility company to repave the entire roadway after opening the road" came up. Engineer William White explained our current ordinance on moratoriums for road excavations says the road must be restored to its original condition if within five years and Council may require a full width mill and overlay as a condition.

**SUBJECT:** Comcast – Application for Renewal of Municipal Consent

**ACTION:** Attorney McLaughlin explained that Comcast filed their renewal application for their franchise which expires July 2021. Under the statute that governs this process, the Borough must hold a public hearing and said we are obligated to hold it in December – which would be the December 15<sup>th</sup> meeting. Mr. McLaughlin said this process gives us the opportunity to negotiate any items into the contract, i.e. upgrades in services, facilities, etc. Attorney McLaughlin will prepare the notice for the public hearing on December 15<sup>th</sup>.

**SUBJECT:** Pavilion Rental

**ACTION:** Mr. Verruni stated that he and staff have been putting together guidelines and would like to revisit the pricing. Council agreed to give residents 25% off the total cost rather than a set amount that would have to be changed as costs fluctuate.

**SUBJECT:** Beach Badge Sales

**ACTION:** Beach Manager, Don Klein, has been researching options for the sale of beach badges and lockers considering Borough Hall is not open to the public. Mr. Klein suggested selling the badges/lockers from the beach office in the Beach Pavilion during the month of December on Saturdays and Sundays and throughout the final week of December while the badges are half price. Sales would continue to be available through VIPLY from January 1 through the season and live sales would start up again on weekends in March at the beach office. Councilman Birdsall questioned if we can purchase the lockers on the VIPLY app - Mr. Verruni will look into it. Borough Clerk, Christine Pfeiffer, stated that we need to get the word out as soon as possible since people are used to purchasing their lockers/badges December 1<sup>st</sup> at Borough Hall. Councilman Rooney discussed the fee schedule and recommends making badges \$100 beginning January 1<sup>st</sup> and increasing the lockers by \$50 to \$300 small/\$350 large – Council agreed.

**SUBJECT:** Bid Specs for Janitorial Services, Vehicle Repair and Service, HVAC Maintenance

**ACTION:** Mr. Verruni said he put this on the agenda to determine how long the Council wants to keep the Beach Pavilion bathrooms open because we need to keep them cleaned. Councilman Rooney explained that it is very important to have the bathrooms open year-round. Since winters are slow, he suggested having our own staff clean the restrooms. Shawn Thomas, Deputy Director of Public Works, explained that beginning October 1<sup>st</sup> the Department is already in charge of the cleaning - there is also the issue of locking and unlocking the bathrooms and recommends installing automatic locks. Anchorage bathrooms are shut down on November 1<sup>st</sup> because of the potential for the pipes to freeze. This year we spent about \$50,000 for cleaning services and he is working with Administrator Verruni to finalize bid specs for next year.

**SUBJECT:** Library Events

**ACTION:** Mr. Verruni explained that Library event director requested that they be able to hold events such as yoga on the blacktop next to the library – Council agreed.

**SUBJECT:** Transfer of Surplus Vehicle from OEM to Fire Department

**ACTION:** A resolution will be prepared to transfer the 1971 Green AMT Truck from OEM to the Fire Department on the October 20<sup>th</sup> meeting for approval.

**SUBJECT:** RFP Authorization for Professionals

**ACTION:** Borough Clerk, Christine Pfeiffer, explained that it is that time of year to go out for proposals for professional services and asked Council if they would consider only requiring RFPs for professional services that they wish to change. Council would like RFPs from all professional services.

**SUBJECT:** Bid Authorization for Beach Businesses (Skim Camp/Umbrellas & Chairs)  
**ACTION:** Mr. Verruni explained that we are ready to go out to bid for skim camp and the rental of umbrellas and chairs since all the other businesses last year opted for the two-year contract.

**SUBJECT:** Pole Barn Location  
**ACTION:** Councilman Birdsall would like to carry this item to the next workshop meeting but suggested possible location for the pole barn and dumpster be in the parking lot behind old Borough Hall adjacent to Donovan’s. Shawn Thomas, Deputy Director of Public Works, explained that he measured the space and we would have to eliminate 17 parking spaces and 2 handicap parking spots. Councilman Schwartz, Councilman Rooney and Councilman Catalano do not like the idea of eliminating parking spaces and having the pole barn right next to the sea wall. Mr. Verruni asked DPW to put together a rendering of what the pole barn would look like in that location and River Street for further discussion at the next workshop.

**SUBJECT:** Ocean Township Resolution – Display of American Flag  
**ACTION:** Councilman Rooney stated that Ocean Township approved a resolution displaying the American Flag on State highways.

**SUBJECT:** Resolutions  
R1. Refund – Jr. Lifeguard Program  
R2. Halloween Curfew  
**ACTION:** The above resolutions will be prepared for the October 20<sup>th</sup> meeting for approval.

Borough Clerk, Christine Pfeiffer, suggested moving the November meeting from Monday November 16<sup>th</sup> to Tuesday November 17<sup>th</sup> since the New Jersey League of Municipalities Conference will now be held virtually – Council agreed.

**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. 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

**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

Respectfully Submitted,

Christine Pfeiffer  
Borough Clerk