

**FAIR HAVEN BOROUGH COUNCIL**  
**MARCH 13, 2017**

The meeting was called to order by Mayor Lucarelli at 7:00 p.m. The Flag Salute was followed by a Moment of Silent Meditation. Mayor Lucarelli read the Sunshine Law Statement.

**ROLL CALL**

On Roll Call the following were present: Councilmembers Marchese, Peters and Sorensen. Absent: Councilmembers Jaeger, Rodriguez, Wilhelm and Attorney Alfieri. Others present: Administrator Casagrande.

**WORKSHOP SESSION**

A request was received from Cameron Spector, Cap Gun Productions, to film a student film in the Nature Area, Lake Avenue and River Road, July 1-3, 5-6 and 8-11, 2017. The Municipal Clerk advised that she forwarded the request to the Director of Parks and Recreation who did not foresee a conflict with dates or locations; Cameron and the Recreation Director spoke. The Lake Avenue location is Cameron's home. Motion to approve moved by Councilman Peters, second by Councilwoman Sorensen with Ayes by all present.

The following street opening requests from NJ Natural Gas Company were received:

- New service for new construction at 63 Princeton Road
- New service for new construction at 43 Poplar Avenue
- Service retirement (idle service) at 14 Charles Court
- Service retirement (idle service) at 20 Locust Avenue
- Service retirement (idle service) at 134 Third Street
- Service retirement (idle service) at 259 Third Street
- Service retirement (idle service) at 13 Parker Avenue
- Service retirement (idle service) at 120 Fair Haven Road

Motion to approve moved by Councilman Peters, second by Councilwoman Sorensen with Ayes by all present.

A street opening request was received from NJ American Water Company:

- Replace the existing water service for 68 Park Lane.

Motion to approve moved by Councilman Peters, second by Councilwoman Sorensen with Ayes by all present.

A tree appeal was received from Kevin Hughes, KM Hughes Fine Homes, Colonial Court. It was asked if Mr. Hughes was present; he was not. The Municipal Clerk advised that she made him aware that the request would be listed on the agenda. This request is based on the construction of new homes approved by the Planning Board. Tree replacement will be coordinated with the Borough Engineer and Borough Forester. Motion to approve moved by Councilwoman Sorensen, second by Councilman Marchese with Ayes by all present.

The Annual Townwide Yard Sale is approaching on May 6, 2017. The same procedure regarding advertising, registering, etc. will be followed. We will advertise in the newspapers, place it on the website, in the Focus newsletter, our Facebook page and the front sign. Bulk drop off will be held from 9:00 a.m. until 5:00 p.m.

With regard to Fair Haven Day signage, Marie Noglows, Foundation of Fair Haven, said that the same fireworks signs will be posted similar to last year along River Road, but they would like to expand to the entire section of River Road and on Hance Road as well (following the Memorial Day parade route). With regard to donations, the Foundation was thinking of placing a thermometer showing the goal and what has been raised to reach the goal (placing it in front of Borough Hall). There was discussion about alternate locations such as the entrance to Fair Haven where the Paint the Town Pink banner will be, the municipal lot near Smart Start and/or Fair Haven Fields. It was asked if the Foundation pursues the thermometer, would the governing body be OK with it. It was asked that the Foundation come before the governing body with a design. Motion to approve moved by Councilman Peters, second by Councilman Marchese with Ayes by all present except Councilwoman Sorensen who abstained.

The next matter discussed was Visiting Nurse Association (VNA) Services who submitted an updated report with an invoice showing the cost breakdown of each service provided. There are four categories that the Borough of Fair Haven takes advantage of. There were six home visits for a total cost of \$1,614; Children Health Services (156 units at a cost of \$3,120), 15 clinic visits and a home visit for pregnancy (\$555) with other costs noted. The Borough has a responsibility for STDs, TB and lead cases. The VNA is working hard to up their recordkeeping on calls and services. We can also

negotiate through the Monmouth County Regional Board of Health for these services.

Attorney Alfieri arrived at 7:14 p.m.

Councilman Peters asked how the fees are established. Administrator Casagrande said that we have been paying the same rate for quite a number of years that she was not sure how it is calculated. The Monmouth County Regional Board of Health is researching and figuring out how the fees are calculated. The consensus of Council was to list a resolution approving the 2017 contract with VNA on the March 27<sup>th</sup> agenda.

With regard to the 2017 budget process, Administrator Casagrande will send out the first draft of the budget, with back up, to the Finance Committee for their review. Various recommendations from the Committee and Administrator will be provided. She would like to meet with the Finance Committee on March 20<sup>th</sup> to review. Once finance reviews, a copy will be sent to the entire governing body for introduction on March 27<sup>th</sup> or April 10<sup>th</sup>. The governing body does not have to adopt the same budget that was introduced; we are unique as we introduce the budget with the most final numbers. Councilman Peters asked about State Aid Certification numbers and if they were received. Administrator Casagrande said no, not yet, but it won't change from last year. Councilman Peters said each year we try to improve on our processes and introduce the budget within the State guidelines, however, we do not receive the information we need from the State until April or May which delays budget adoption.

With regard to the proposed amendment to Chapter 30-7.8, Accessory Buildings and Structures, Councilman Peters asked that this be moved to the March 27<sup>th</sup> meeting. He will meet with Councilman Marchese to discuss.

A BAN sale was held last week and a report given by the CFO; this may or may not go from bonds to notes. A synopsis was given and additional information provided at the dais. Oppenheimer & Company was the successful bidder with a 1.5435% interest rate for a total note amount of \$1,741,378. The note is rolling the original acquisition of DeNormandie Avenue which has an MCOS grant amount of \$250,000 with the Borough's share being \$22,631. In 2011, we did the Improvements to Fair Haven Fields and the pay down reflects proceeds from Green Acres loan proceeds (\$195,000), the note includes the fire truck purchase, etc. Once the debt is authorized, the CFO will issue a note. The paperwork for the BAN sale was signed by the Mayor and Clerk for Bond Counsel this afternoon. Councilman Peters asked what other debt was outstanding; there is 2017, 2018 and 2019 which are each in the low \$700,000. The Borough is in a good financial position compared to other municipalities.

### **PUBLIC COMMENT ON AGENDA ITEMS**

The meeting was opened to the public for comments or questions at 7:25 p.m. Susan O'Brien, River Road, asked what the credit to Christ Church is on the bill list; the cell tower payments had several adjustments because of the drop of Metro PCS as a carrier; the carrier just provided the last back payment check. The Borough keeps a spreadsheet of payments and what has been paid out. She asked if there was a rain date for the town wide yard sale; no. Mrs. O'Brien asked how the residents find out about VNA services for the children of Fair Haven? Administrator Casagrande said the schools work with VNA as well as parent groups for children with special needs. She requested there be an article in the Focus advising what services VNA provides; Administrator Casagrande will consider this suggestion. Mayor Lucarelli said the services are provided per statute and families are referred by doctors or the schools.

Ruth Blaser, River Road, asked about the \$750 payment to Canyon Pass Provisions; a Borough tree fell on their property during a Nor'easter that occurred on January 23<sup>rd</sup>. The Borough could not get there to address the matter so Canyon Pass took care of the job at the direction of the Borough Engineer. The Borough's JIF denied the claim however he was asked to handle the matter on the Borough's behalf. She asked if the payment to the Fair Haven Board of Education was for the entire year; no, we are required to collect the money on behalf of the County and Schools each quarter, this is a quarterly payment. The amount we pay for fire hydrants was questioned; it is our rental fee per month. Councilman Peters said the hydrants help with our resident's homeowners insurance and there is a requirement to have them in multiple locations throughout the municipality. It was asked who Lourdes Lucas is; she is our new Prosecutor. She asked what the cost is for her services; \$12,000 per year (\$3,000 quarterly). Mrs. Blaser asked that more information on the bill list be provided.

There being no further comments or questions, the meeting was closed to the public at 7:35 p.m.

### **APPROVAL OF MINUTES**

Councilwoman Sorensen made a motion to approve the Regular Meeting minutes of February 27, 2017, second by Councilman Marchese

Affirmative: Councilmembers Marchese, Peters, Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger, Rodriguez and Wilhelm

Councilwoman Sorensen made a motion to approve the Executive Session minutes of February 27, 2017, second by Councilman

Affirmative: Councilmembers Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger, Rodriguez and Wilhelm

### **OLD BUSINESS**

There was no old business brought before the governing body.

### **NEW BUSINESS**

#### **CONSENT AGENDA - RESOLUTIONS**

1. Resolution No. 2017-52, Authorize Refund for Father/Daughter Dance

**WHEREAS**, the annual Father-Daughter Dance offered by Fair Haven Parks and Recreation was held on February 24<sup>th</sup> and 25, 2017; and

**WHEREAS**, the Recreation Director was advised that a few families had last minute conflicts with the event which made them unable to attend the event; and

**WHEREAS**, the cost for the Father-Daughter Dance was \$40.00 per person who would be attending the event; and

**WHEREAS**, DJ Breckenridge, Parks and Recreation Director, has recommended Borough Council approve said refunds as follows:

Bill Donovan and his daughter	\$ 80.00
Michael Parker and his daughter	\$ 80.00

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that refunds as referenced above is hereby approved and the Chief Financial Officer is hereby authorized to process said refunds.

Offered for adoption by Councilwoman Sorensen, second by Councilman Marchese

Affirmative: Councilmembers Marchese, Peters, and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger, Rodriguez and Wilhelm

2. Resolution No. 2017-53, Executive Session – Personnel, Sale of Real Property and Possible Litigation

**WHEREAS**, the Open Public Meetings, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and

**WHEREAS**, the Governing Body may wish to discuss the following matters:

#### **Personnel**

1. Borough Administrator Contract
2. Borough Engineer Bonus
3. Non-Aligned Employees
4. Planning Board, Zoning Board and Code Enforcement Staffing
5. Appointment of DPW Laborer

#### **Sale of Real Property**

1. William Street Property

#### **Possible Litigation**

1. Yachtworks Encroachment
2. Hendrickson Place Encroachment

Offered for adoption by Councilwoman Sorensen, second by Councilman Marchese

Affirmative: Councilmembers Marchese, Peters and Sorensen  
Negative: None  
Abstain: None  
Absent: Councilmembers Jaeger, Rodriguez and Wilhelm

3. Resolution No. 2017-54 - Payment of Vouchers

**BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the vouchers listed for payment on the March 13, 2017 agenda are hereby approved and the Finance Department is hereby authorized to release payment to the various vendors.

2017 CURRENT ACCOUNT	\$2,579,350.69
2016 CURRENT ACCOUNT	\$ 13,025.16
OTHER TRUST	\$ 13,272.83
GENERAL CAPITAL	\$ 26,083.00
<b>TOTAL</b>	<b>\$2,631,731.68</b>

Offered for adoption by Councilwoman Sorensen, second by Councilman Marchese

Affirmative: Councilmembers Marchese, Peters, Sorensen  
Negative: None  
Abstain: None  
Absent: Councilmembers Jaeger, Rodriguez and Wilhelm

4. Resolution No. 2017-55, Amend Temporary Budget

**WHEREAS**, emergent conditions have arisen with respect to the payment of bills in a number accounts and no adequate provision has been made in a Year 2017 temporary budget for the aforesaid purposes; and

**WHEREAS**, NJSA 40A:4-20 provides for the creation of an emergency temporary appropriation for the purposes above mentioned; and

**WHEREAS**, the total temporary emergency resolutions adopted in the year 2017 for the Borough pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total \$2,512,049.99 for the Current Fund.

**NOW, THEREFORE, BE IT RESOLVED** that not less than two-thirds of all members of the Borough Council of the Borough of Fair Haven, New Jersey affirmatively concurring in accordance with the provisions of NJSA 40A:4-20:

1. An emergency temporary appropriation shall be and the same is hereby made for the following purposes:

Account Number	Description	Amount	Reason
<b>Current Account</b>			
G-02-40-706-000	Grant–Drunk Driving Enforcement Fund	\$ 10,485.99	Unappropriated Grant
7-01-23-222-227	Waiver - Medical	\$ 7,500.00	First Qtr. Payment
7-01-25-265-276	Fire Department – Fire Hydrants	\$ 9,000.00	Fire Hydrants
7-01-25-275-201	Municipal Prosecutor - Contractual	\$ 6,000.00	Prosecutor Salary
7-01-31-446-276	Natural Gas Utilities	\$ 2,000.00	Gas Bills
7-01-43-490-216	Municipal Court - Dues	\$ 160.00	Judge’s Membership Dues
<b>TOTAL</b>		<b>\$ 35,145.99</b>	

2. That said emergency temporary appropriations will be provided for in the 2017 budget under the appropriate titles.

3. That one certified copy of this resolution will be filed with the Director of Local Government Services

Offered for adoption by Councilwoman Sorensen, second by Councilman Marchese

Affirmative: Councilmembers Marchese, Peters, and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger, Rodriguez and Wilhelm

**Reports of Departments**

**2016 Year End Report**

-Tax Collector

**January 2017**

-Chief Financial Officer

**February 2017**

-Municipal Clerk

-Dog License

-Tax Collector

-Police Department

-Planning Board and Zoning Board

Motion to accept the reports as submitted moved by Councilwoman Sorensen, second by Councilman Marchese with Ayes by all present.

**GOOD OF THE BOROUGH**

Mayor Lucarelli opened the meeting to the public for comments or questions at 7:36 p.m. Councilman Marchese advised that the Planning Board meeting scheduled for March 14<sup>th</sup> has been cancelled due to the impending weather; all matters will be carried to the March 23<sup>rd</sup> agenda. Mayor Lucarelli advised that the Governor declared a State of Emergency for New Jersey.

Councilwoman Sorensen said that trash pick-up for Tuesday has been moved to Thursday. Susan O'Brien, River Road, asked if an e-blast is going to go out alerting Zones 3 and 4 of the change. The Municipal Clerk advised that the e-blast would go out to the entire town; it cannot be targeted to a specific area. We did place a message on the Borough's website, front sign and Facebook page.

Chief McGovern advised that OEM is all set for the storm predicted for March 14<sup>th</sup>; a meeting was held between the Police Department, Fire Department and DPW to discuss a plan for the storm. The Chief also spoke with the County's Emergency Management Office. The weather was predicted to start at midnight and continue through the afternoon bringing 10-12" of snow.

Ruth Blaser, River Road, stated that the message on the front sign regarding snow advises not to put snow in the roadway. There is no other way to dispose of the snow. She read an article from another town regarding snow requirements and assisting the aged or infirmed. Chief McGovern said that the police go out and notice people to assist the elderly about 24 hours after snow fall; we always work with our residents. Administrator Casagrande said summonses have never been issued since she has been here.

There being no further comments or questions, the meeting was closed to the public at 7:42 p.m.

Council went into executive session at 7:45 p.m. and this meeting was reconvened at 8:45 p.m.

**ADJOURNMENT**

Motion to adjourn moved by Councilwoman Sorensen, second by Councilman Peters with Ayes by all present.

Time of Adjournment: 8:45 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC/CMR  
Borough Clerk