

**FAIR HAVEN BOROUGH COUNCIL  
SPECIAL MEETING MINUTES  
JANAURY 30, 2023**

The meeting was called to order by Mayor Halpern at 7:01 p.m. The Flag Salute was followed by a Moment of Silent Reflection. The following Sunshine Law Statement was read:

IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT, PUBLIC MEETINGS MAY BE HELD IN PERSON OR BY MEANS OF COMMUNICATION EQUIPMENT TO INCLUDE STREAMING SERVICES AND OTHER ONLINE MEETING PLATFORMS (NJSA 10:4-8(b)).

THIS MEETING IS BEING HELD IN-PERSON AND THROUGH THE ZOOM MEETING PLATFORM, BEING BROADCAST FROM BOROUGH HALL, 748 RIVER ROAD, FAIR HAVEN, NJ. PUBLIC PARTICIPATION FOR THIS SPECIAL COUNCIL MEETING OF JANUARY 30, 2023 IS AVAILABLE BY CALL IN PHONE NUMBER OR THROUGH WEB CONFERENCE (ZOOM). MEMBERS OF THE PUBLIC WILL BE ON MUTE UNTIL IT IS TIME FOR QUESTIONS/COMMENTS, WHICH WILL BE ANNOUNCED. AT THAT TIME, THE PUBLIC HAS THE OPPORTUNITY TO QUESTION/COMMENT BY PHONE OR THROUGH ZOOM BY THE "RAISE HAND" BUTTON AND WILL BE CALLED ON AT THE APPROPRIATE TIME

THIS MEETING IS BEING CALLED PURSUANT TO RESOLUTION NO. 2023-54 AND SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES, THE HUB AND THE STAR LEDGER ON JANUARY 25, 2023, POSTED ON THE BOROUGH WEBSITE, THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND HAS REMAINED CONTINUOUSLY POSTED AS REQUIRED UNDER THE STATUTE.

WITH ADEQUATE NOTICE HAVING BEEN GIVEN, THE BOROUGH CLERK IS DIRECTED TO INCLUDE THIS STATEMENT IN THE MINUTES OF THIS MEETING.

**ROLL CALL**

On Roll Call the following were present: Councilmembers Hoey, Koch, LaBarbera, Neff and Rodriguez. Absent: Councilmember Cole. Others present: Administrator Casagrande, Attorney Sobel, Chief McGovern and Engineer Gardella.

**PRESENTATION/DISCUSSION**

**Borough Facilities: Police Department and Public Works.** Matthew Martin, Scope Engineering, attended via Zoom. He inspected the DPW building and reported on the structural evaluation of the building for future improvements, renovations, etc. The DPW building was built in 1974 so codes were different then. Mr. Martin checked that the DPW roof and roof components meet the current code of 20-pounds per square foot snow load required for the area. During the inspection, he probed down to the footings which showed that they are more than adequate along the perimeter of the building to carry the building. The building meets all of the current code requirements to be considered structurally sound. There are a few, basic minor repairs that would need to be done; some rot on the posts where some termite damage was found. With regard to the roof, it was recommended that some hurricane ties be installed to meet requirements to move forward with a renovation. DPW is a freestanding building; he reviewed codes that would need to be followed if creating office space upstairs inside the DPW building. The building is a post and beam structure and around the perimeter there are wood frame walls built between the posts to give stability. Per code, there is a minimum requirement to have shear walls. The building is structurally sound/serviceable to be used as it is currently being used with the minor suggested repairs for continued or expanded use with office space.

Mayor Halpern asked Mr. Martin based on what he saw and from his standpoint to upgrade, would there be a heavy investment involved; no. Hurricane ties would be needed (approximately 220 for the building @ \$3 apiece) and \$2,000-3,000 in straps, metal ties and clips for the whole building. The Mayor asked if the Borough makes the changes and brings the building to 2023 standards, would it service the employees and residents for another 30 years? Yes. There are a few locations where there is some damage (he has pictures if anyone wants to see them). The building was used to store salt at one time. On the right hand side of the building, there was heavy salt presence which rotted some of the metal. Mr. Martin said the overall condition of the building is 98% serviceable/functional for another 20-30 years. The roof itself has some leaks and areas would need to be replaced.

Councilwoman Neff asked with a new roof and building remodel, could the roof support solar panels? Yes, he did a calculation for solar. He has dealt with several solar energy companies. Mounting equipment and panels can weigh approximately 5 pounds per square foot (it depends if the system is put directly on the roof rafters/joists or a solar system could be spanned between the roof beams).

Mr. Martin was thanked for his presentation and time. He left the meeting at 7:16 pm.

Councilman LaBarbera provided a PowerPoint presentation with updated slides for DPW showing action items with regard to the DPW roof, fuel tank replacement, LSRP, etc. A Structural Assessment Background (what Matt Martin explained), Structural Assessment Findings (roof rafters, wind loads, roof beams, support posts/walls, footings/foundation and shear walls), Proposed Next Steps & Milestones including SWAG dates were reviewed. The question is, “should the DPW be renovated or should a new building be built?” There are two critical life risks: the roof and the egress from the back office.

Councilwoman Neff asked about financial figures (renovation vs. new building) and if there is confidence with the Structural Engineer Assessment; yes, Councilman LaBarbera felt better with the structural assessment and LSRP. He reviewed Brian Meade’s \$1.4 million cost presented at the January 9<sup>th</sup> Special meeting for the Butler Building (this did not include costs such as new furniture, concrete and steel inspections, etc.). Site work is more and so are aesthetics for the surrounding area. We are not sure of anything hidden until the inspections are done. Engineer Gardella said the DPW building is serviceable and agreed that it can be renovated. The building serves the Borough and employees well, meets the needs and the function and flow of the building and site is adequate. DPW functions are inside the site and with the building, itself. Councilman LaBarbera touched on everything in his presentation (AOCs, utilities, LSRPs). A new building would create additional site work such as Stormwater Management. Engineer Gardella advised during the inspections, some of the walls will be opened up and the Architects can see any damage including termite damage, the utility connections and what the panels look like (what is behind the walls). Councilwoman Neff said if the Borough saves money, we should apply some money toward the grounds (landscaping with trees or other methods) to make it aesthetically pleasing for the neighbors/surrounding community. A straw poll of the governing body was taken; all were in favor with moving forward.

With regard to the Police Department facility, Councilman LaBarbera thanked the governing body, Administrator Casagrande, Chief McGovern and Attorney Sobel for their efforts and the updates. There are beginning discussions with State Contractors for furniture; a cost we have to have for a new building. The goal is to save as many trees as we can on the property; the tree in front of the building cannot be saved because of the parking lot. The Shade Tree Commission has a list of native trees in the Borough which will help with replacement planting. The Borough’s noise ordinance may need to be amended depending on mechanicals (HVAC), equipment, etc. Councilman LaBarbera reported that he, Chief McGovern and Administrator Casagrande visited the new Colts Neck Police Department on January 27<sup>th</sup> (designed by Eli Goldstein, Architect). From the tour and discussion, communication is most important and key, with everyone, through the whole process. Colts Neck has agreed (Administrator and Police Lieutenant) to be part of the initial kick off for the project based on their process. A meeting was held with Fair Haven’s Construction Official (Nick Fabiano), which was helpful as far as pace and drawings before going to bid. Mr. Fabiano has worked with Eli Goldstein, Architect, on other projects, in the past. There will need to be a financial discussion with the Borough’s Bond Counsel and Financial Advisor. Chief McGovern is going to meet with his JCP&L contact this week to discuss a temporary service line. This all boils down to cost and timeline. Councilman Rodriguez asked for the meaning of the word landmark where it is noted, “a landmark is being considered at 35 Fisk Street”; it would be some sort of plaque or marking in recognition to the potential historic significance of the police department building.

With regard to the LSRP, the environmental assessment of the police department is complete. On January 27<sup>th</sup>, CME provided their formal assessment via three (3) documents (Preliminary Assessment Report, Recommendations and Geophysical Investigation Report). There have been five Areas of Concern (AOCs) identified. There is an Underground Storage Tank that is 2,000 gallons which is larger than thought. The soil core borings for any type of leakage are to be done by CME Engineering. Out of 65 materials, 14 require engineering controls during removal to avoid potential asbestos fiber release.

Gabel Associates was recommended by The Goldstein Partnership; they are an independent energy consultant team that handles municipalities. Councilman LaBarbera reviewed the cost and timeline. We can receive the deliverable in 2-3 weeks (sooner, if needed). The proposal provided by Gabel Associates charges a \$4,500 fixed fee. If the Borough moves forward with them, they will recoup the cost back to us. There was brief discussion as to whether to include DPW, the Police Department, Community Center and Borough Hall for solar. If the cost goes over the quote threshold of \$6,600, we have to go through obtaining the appropriate proposals. Mayor Halpern asked if we should include the Concession Stand? Attorney Sobel said Gabel’s proposal includes four (4) Borough sites. Councilwoman Koch asked to include the concession stand and asked if it needs a Structural Engineer for solar panels? Councilman LaBarbera said it would need a feasibility study. The Mayor asked how they do a study on a police department that isn’t designed yet? They look at the building’s history and various models and calculations. Councilman Rodriguez said keeping trees on the western side will affect the proposed solar panels. Councilwoman Neff noted the

commitment to keeping every single tree but we may need to get rid of them due to their condition and others we may not want to keep. A landscape study should be done.

There was a Fair Haven Police Department Redesign Background and Overview. Councilman LaBarbera reviewed slides 10-13 in his presentation (posted on the Borough website). There would be Kick Off meeting, then meetings every two weeks eventually becoming monthly meetings, an open house with residents, 3-D renderings to get a feel for what it would look like and briefing the Planning Board. It will take two-months to demolish and one year for construction. Fire Suppression is not required for the police department (up to Council on whether to move forward with it). Mayor Halpern recommended reaching out to Fire Chief Brister regarding his thoughts on a fire suppression system.

Councilwoman Koch asked if a fire suppression should be at DPW; there is currently an alarm. This is a cost generated decision (estimated \$100,000 cost per Engineer Gardella). We would need to look at building lay out, alarm system, egress and use of the building; it is not required by code. We can do more research on the topic itself. There is also an initial cost of the tie in, annual service and inspections, regular maintenance. Councilman Rodriguez said if someone is in a jail cell, we would need a fire suppression system. Councilman LaBarbera said it is required if there are more than 5 jail cells. He will speak with Fire Chief Brister for his input and if he can attend the February 6<sup>th</sup> Council Meeting. Paul Murphy, Fire Marshal, can weigh in on water pressure and the suppression system.

There was a review of the American Institute of Architects (AIA) contract and what is involved. There is also an Acoustics Consultation for mechanicals (noise levels, octave band frequencies produced by the equipment, sound absorbing panels) and landscape (list of Fair Haven native trees to support landscaping).

Councilman LaBarbera gave a Professional Fee Cost Overview (slide 14) as well as percentages. The initial Architect proposal for the police department compared to last week's meeting with Eli Goldstein shows a 26% difference. The Proposed Schedule for redesign and schedule to kick-start shows breaking ground in September/October. Review of overall costs was done (page 15). It should be a year from ground break to move in date. It is important to finalize the AIA, execute a proposal, begin with an initial meeting, have a detailed project plan, hold financial discussions and gain public input.

### **COUNCIL COMMENTS**

Councilwoman Neff asked questions about costs and what is involved (police department, storage, Community Center). There was discussion and comparison among Council of costs and what is included. Councilwoman Neff asked if the \$1 million savings includes Architect Goldstein's additional costs; yes. She felt it was a significant savings, but less than she thought. Councilwoman Hoey said there will be additional opportunities for savings with solar and inflation costs coming down.

Councilman Rodriguez said the Borough has not bid this project out so we do not know what the true cost savings would be from the initial renderings. There was discussion regarding the initial design and project costs to where Council is now with the new project information that has been provided. Councilwoman Neff liked the one-story design better. She asked Engineer Gardella about the water table and ground water at the police department; this can affect the plans if treatment and tests are needed. If there is contamination, it takes quite some time to remediate. Engineer Gardella said that this was requested. Councilman LaBarbera said there is a little time to review and have these tests done before demolition begins. Mayor Halpern was concerned about asbestos during demolition, from a communication standpoint, and getting the information to the public.

### **GOOD OF THE BOROUGH**

Mayor Halpern opened the meeting to the public for comments or questions at 8:22 p.m. Sarah Fischell, Riverlawn Drive, advised Council when they speak with the municipal expert on solar installations expert, they should be asked about battery storage to go along with it. If that goes through, then there is the question regarding integration with the generator. It is important to plan ahead. Councilman LaBarbera asked her to e-mail him and Councilwoman Hoey regarding the battery aspect for the correct terminology. Councilwoman Neff said she and Councilman LaBarbera talked about the advantage of a battery back-up in case of a power outage for continued operation. Ms. Fischell said that there may be a need for a smaller generator than what we currently have. Chief McGovern was not sure how long the battery holds for before the generator kicks in. Councilman LaBarbera said he believes a UPS source would kick in.

There being no further comments or questions, the meeting was closed to the public at 8:27 p.m.

**RESOLUTIONS**

1. Resolution No. 2023-55, Accept and Approve Proposal from The Goldstein Partnership for New Police Building and Community Center

**WHEREAS**, a proposal dated January 27, 2023 was received from Eliot Goldstein of The Goldstein Partnership, Borough Architect, for professional services related to a new Police Building and Community Center in an amount not to exceed \$281,320; and

**WHEREAS**, a copy of the proposal which includes the breakdown of fees, is attached to this resolution as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven, that the proposal from The Goldstein Partnership be accepted and awarded for a new Police Building and Community Center and the Mayor is authorized to execute said proposal.

**BE IT FURTHER RESOLVED** that the total amount for the architectural design for these projects shall not exceed \$281,320.

Offered for adoption by Councilmember Neff, second by Councilmember Koch

Affirmative: Councilmembers Hoey, Koch, LaBarbera, Neff and Rodriguez

Negative: None

Abstain: None

Absent: Councilmember Cole

2. Resolution No. 2023-56, Accept and Approve Proposal from Gabel Associates for Energy Consulting Services

**WHEREAS**, a proposal dated January 25, 2023 was received from Steven Gabel of Gabel Associates for professional services related to a solar feasibility assessment for a new Police Building in an amount not to exceed \$4,500; and

**WHEREAS**, a copy of the proposal is attached to this resolution as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven, that the proposal from Gable Associates be accepted and awarded for a solar feasibility assessment for a new Police Building and the Mayor is authorized to execute said proposal.

**BE IT FURTHER RESOLVED THAT** the total amount for the assessment shall not exceed \$4,500.

Offered for adoption by Councilmember Neff, second by Councilmember Koch

Affirmative: Councilmembers Hoey, Koch, LaBarbera, Neff and Rodriguez

Negative: None

Abstain: None

Absent: Councilmember Cole

3. Resolution No. 2023-57, Accept and Approve Proposal from Roof Maintenance Systems for Reroofing of the DPW Building and a portion of Borough Hall

**WHEREAS**, the Borough of Fair Haven requested proposals for reroofing specifications for the Department of Public Works and selected roof sections for Borough Hall; and

**WHEREAS**, the Borough received three (3) proposals:

1. A proposal dated January 6, 2023 was received from Roof Maintenance Systems, Freehold, New Jersey in an amount not to exceed \$9,700;
2. A proposal dated January 23, 2023 was received from Leon S. Avakian, Inc., Neptune, New Jersey in an amount not to exceed \$14,400;
3. A proposal dated January 28, 2023 was received from ARMM Associates, Inc., Haddonfield, NJ in an amount not to exceed \$24,450 plus miscellaneous fees.

**WHEREAS**, Roof Maintenance Systems (RMS) provided the lowest proposal which is attached to this resolution as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven, that the proposal from Roof Maintenance Systems (RMS) be accepted and awarded for

reroofing specifications for the Department of Public Works and selected roof sections for Borough Hall and the Mayor is authorized to execute said proposal.

**BE IT FURTHER RESOLVED THAT** the total amount for this work shall not exceed \$9,700. Offered for adoption by Councilmember Neff, second by Councilmember Koch

Affirmative: Councilmembers Hoey, Koch, LaBarbera, Neff and Rodriguez

Negative: None

Abstain: None

Absent: Councilmember Cole

**ADJOURNMENT**

Motion to adjourn moved by Councilmember Rodriguez, second by Councilmember Koch with Ayes by all present.

Time of Adjournment: 8:28 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC/CMR  
Borough Clerk