

**FAIR HAVEN BOROUGH COUNCIL  
MARCH 28, 2022**

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 REGULAR COUNCIL MEETING OF MARCH 28, 2022 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 AND 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.

NOTICE OF THIS MEETING WAS INCLUDED IN A SCHEDULE OF MEETINGS WHICH WAS ADOPTED BY RESOLUTION NO. 2022-13 AND SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES, THE HUB AND THE STAR LEDGER ON JANUARY 6, 2022 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 Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez. Others present: Administrator Casagrande, Attorney Cannon and Chief McGovern.

Chief McGovern advised that the resolution being considered by the governing body is to promote Sergeant Sherri Lambert, a 20-year employee, to the position of Lieutenant. He thanked the governing body for making it happen. There is a process for promotions and both candidates, Sherri Lambert and Stephen Schneider did a great job. The Chief welcomed and congratulated the Lambert Family.

**RESOLUTION**

1. Resolution No. 2022-80, Appoint Police Lieutenant – Sherri Lambert

**WHEREAS**, the Fair Haven Police Department staffing model allows for a Police Lieutenant to serve the Borough; and

**WHEREAS**, the Fair Haven Police Department currently has a vacancy in the staffing model in the position of Police Lieutenant; and

**WHEREAS**, Borough Ordinance 2-26.12 indicates that the governing body may promote the most qualified candidate to the position of Police Lieutenant; and

**WHEREAS**, the Borough conducted the promotion process in accordance with Borough Ordinance 2-26.5c and the Borough desires to promote Sherri Lambert as Police Lieutenant under the terms and conditions per the PBA Contract currently in effect.

**NOW, THEREFORE, BE IT RESOLVED** that Sherri Lambert will be promoted to the position of Police Lieutenant according to Borough Ordinance 2-26.5c.

**BE IT FURTHER RESOLVED** that Sherri Lambert will accept the Oath of Office for the position of Police Lieutenant immediately.

**BE IT FURTHER RESOLVED** that this promotion takes effect April 1, 2022.

Offered for adoption by Councilwoman Koch, second by Councilman Rodriguez

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez  
Negative: None  
Abstain: None  
Absent: None

**OATH OF OFFICE – POLICE LIEUTENANT**

The Oath of Office was administered to Lieutenant Sherri Lambert by Mayor Halpern, with by her mother and aunt by her side holding the Bible.

Lieutenant Lambert thanked everyone (family, friends, the department, Mayor and Council and Administrator Casagrande) for their support. She thanked all of the officers that she works with, who are truly the best, and looks forward to her new position within the department. She thanked Chief McGovern, the governing body, Administrator Casagrande and the Borough Clerk for the opportunity and making the process happen. The Chief thanked everyone, including the Borough Attorney for helping the process go forward; it is a lot of work/involvement.

**WORKSHOP SESSION**

A special meeting date to have the Borough Architect make a presentation on Borough facilities needed to be established. The reason for a special meeting is because the discussion will be lengthy. The Architect is available to meet on Monday, April 4<sup>th</sup>; this was not good for most of Council. Further discussion took place on whether the meeting should be held in-person, by hybrid method, or via Zoom. Council also discussed possibly holding the meeting at the school which is a larger venue where there would be the ability to use their projector so that everyone could see the proposed plans.

The same discussion took place to set up special meeting date for 2022 Bond Ordinance considerations. The date can be set for later in the spring if Council wanted to wait until the facilities discussion took place. The Architect’s proposal and the project costs would need to be considered for bonding.

The Borough Clerk will look at the calendar and will e-mail the governing body with a few different dates for consideration by Mayor and Council.

**PUBLIC COMMENT ON AGENDA ITEMS**

The meeting was opened to the public for comments or questions at 7:24 p.m. Claudia Brady, Fair Haven Road, had a question regarding the budget and revenue. She said that her house appraisal went up more than 17% and asked if the tax rate is going to increase, decrease or stay the same. Administrator Casagrande advised that it is decreasing, but taxes may not necessarily go down. The average home in Fair Haven will see a \$9.26 per month increase in municipal taxes. Councilwoman Chrisner-Keefe clarified that what is being discussed is the municipal portion and does not include the County or School portion.

There being no further comments or questions, the meeting was closed to the public at 7:26 p.m.

**APPROVAL OF MINUTES**

Councilman Rodriguez made a motion to approve the Regular Meeting minutes of March 14, 2022, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

Councilman Rodriguez made a motion to approve the Executive Session minutes of March 14, 2022, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

**OLD BUSINESS**

There was no old business brought before the governing body.

**NEW BUSINESS**

**Council Committee Reports**

**Finance** - Councilwoman Neff did not have anything new to report. The 2022 budget will be introduced tonight.

**Personnel** - Councilwoman Chrisner-Keefe advised the biggest change happened earlier in the meeting with the promotion of Lieutenant Lambert. Chief McGovern approached the Personnel Committee with a request to promote within the department. It was a rigorous process for both the Captain and

Lieutenant positions. Sherri Lambert is the first woman Lieutenant in Fair Haven.

The Personnel Committee has also been busy with contract negotiations and salary increases.

Fair Haven Fields Natural Area Advisory Committee will be holding a volunteer clean up days on April 30<sup>th</sup> and May 1<sup>st</sup> from 9:00 a.m. until 1:00 p.m. This information will be provided to Betty Ann Berube so that it can be posted on the Borough’s social media platforms.

**Planning & Zoning** - Councilwoman Koch reported that the Zoning Board’s next meeting is April 7<sup>th</sup> at 7:15 p.m. via Zoom and the Planning Board will be meeting on April 26<sup>th</sup> at 7:30 p.m. via Zoom.

**Parks and Recreation** - Councilwoman Koch advised the next Recreation Committee meeting will be held on April 12<sup>th</sup> (moved from April 5<sup>th</sup>) via Zoom. The Annual Easter Egg Hunt will be held on April 9<sup>th</sup> at 9:00 a.m. at McCarter Park, as well as, the Opening Day Baseball parade will be held at 10:00 a.m. starting from McCarter Park and ending at Fair Haven Fields. Also being held on April 9<sup>th</sup> is the Father/Daughter Dance. The Mother/Son Dance will be held on May 6<sup>th</sup>, the Fishing Derby will be held on May 7<sup>th</sup> and the Memorial Day Parade will take place on May 30<sup>th</sup>.

**Police, Fire & OEM** - Councilman McCue echoed what Councilwoman Chrisner-Keefe said regarding the Police Department and Lieutenant promotion.

**Engineering and DPW** - Councilman McCue did not have an update for Engineering or DPW.

**Borough Facilities** - Councilman Rodriguez said the Facilities Committee had an extensive meeting on March 22<sup>nd</sup>; they are looking to set a date for the entire governing body to review the plans for the Police Department, DPW and Bicentennial Hall. Nothing more has been done with the Brush Committee; they will monitor the spring collection.

**Borough Communications and Community Outreach** - Councilwoman Cole advised that the Borough has solicited proposals for technology. A proposal was received and was underwhelming (a monitor on a cart synced with the Owl to allow the public to view presentations and information). We need to receive more proposals; she requested that anyone that knows of a technology company should advise the Borough. Mayor Halpern said that Red Bank received proposals for something similar and we should speak with them. The Borough Clerk advised that she reached out to Fair Haven’s IT team and requested ideas and costs.

An organization chart is being worked on. A Communications meeting was held last week and was productive. The next meeting will be on April 13<sup>th</sup>.

The Environmental Commission will have their Annual Report for the governing body’s April 25<sup>th</sup> meeting. The first Annual “Love Where You Live” event will take place at Bicentennial Hall on May 14<sup>th</sup> where interactive information will be shared. Shade Tree is working on the Tree Preservation Ordinance which will be presented next month. The Borough of Fair Haven is celebrating its birthday today (110<sup>th</sup>) and so are Mayor Halpern and his daughter.

**CONSENT AGENDA**  
**RESOLUTIONS**

- 2. Resolution No. 2022-81, Executive Session: Acquisition of Property and Contract Negotiations

**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. Summer Camp Counselors

**Acquisition of Property**

- 1. 21 Fair Haven Road

**Contract Negotiations**

- 1. Borough Engineer Contract
- 2. PBA Negotiations
- 3. Teamster Negotiations

**WHEREAS**, 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.

**NOW, THEREFORE, BE IT RESOLVED** that the public be excluded from this meeting.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

- 3. Resolution No. 2022-82, Authorize Introduced Budget to be read by Title

**WHEREAS**, N.J.S.A. 40A 4-8 as amended provides that the Budget shall be read in full at the public hearing, or that it may be read by title only if:

- 1. At least one week prior to the date of the hearing a complete copy of the approved Municipal Budget is made available to each person requesting the same, during said week and during the public hearing. The Budget document will also be made available online at [www.fairhavernj.org](http://www.fairhavernj.org).

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Fair Haven that, it is hereby declared that the conditions of N.J.S.A. 40A:4-8, as amended, set forth in subsection 1, have been met and therefore the Municipal Budget shall be read by title only.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

- 4. Resolution No. 2022-83, Introduce 2022 Municipal Budget

**BE IT RESOLVED**, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the calendar year 2022.

**BE IT FURTHER RESOLVED** that said Budget be published in the April 11, 2022 issue of the Asbury Park Press.

**BE IT FURTHER RESOLVED**, that the governing body does hereby approve introduction of the Municipal Budget for Calendar Year 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

- 5. Resolution No. 2022-84, Approve Fire Department Affiliate Membership Application/First Aid - Julia J. Blaney

**BE IT RESOLVED** by the Borough Council of the Borough of Fair Haven that Julia J. Blaney, 17 Fisk Street, Fair Haven, NJ having been duly accepted as an affiliate member of the Fair Haven Volunteer Fire Co., is hereby appointed to the Fair Haven Fire Department/First Aid.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

- 6. Resolution No. 2022-85, Approve Unused Escrow Refund for 230 Fair Haven Road - Variance Relief

**WHEREAS**, Bernard Dowd, 45 Navesink Avenue, Block 25, Lot 41 submitted an application to the Planning Board for a Site Plan; and

**WHEREAS**, escrow money was posted by the applicant; and

**WHEREAS**, the applicant withdrew his application for a Site Plan and has requested return

of any unused escrow from his application; and

**WHEREAS**, the Planning Board Secretary has calculated and provided, in writing, an escrow refund amount as follows:

Unused Escrow funds in the amount of \$425.00; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that the Chief Financial Officer will refund the unused Planning Board escrow fees to Bernard Dowd, 45 Navesink Avenue, Fair Haven, New Jersey 07704.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

7. Resolution No. 2022-86, Approve Unused Escrow Refund for 45 Navesink Avenue - Site Plan

**WHEREAS**, Paul Schober, 230 Fair Haven Road, Block 42, Lot 12 submitted an application to the Zoning Board for Variance Relief; and

**WHEREAS**, escrow money was posted by the applicant; and

**WHEREAS**, Mr. Schober has requested that the unused escrow from the application be refunded; and

**WHEREAS**, the Zoning Board Secretary has calculated and provided, in writing, an escrow refund amount as follows:

Unused Escrow funds in the amount of \$334.45; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that the Chief Financial Officer will refund the unused Zoning Board escrow fees to Paul Schober, 230 Fair Haven Road, Fair Haven, New Jersey 07704.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

8. Resolution No. 2022-87, Approve Sidewalk Café License for Fairwinds Deli - 798 River Road

**WHEREAS**, Chapter 4-2.1 governs Sidewalk Cafes and Restaurants in the Borough of Fair Haven; and

**WHEREAS**, Fairwinds Deli, 798 River Road, has filed the appropriate Sidewalk Café License Application; and

**WHEREAS**, the application fee has been waived by the Mayor and Council for the 2022 license year; and

**WHEREAS**, the Police Chief has reviewed said application and submitted his approval dated March 17, 2022 for said permit as follows:

3 Tables and 12 chairs to accommodate 12 patrons.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the Sidewalk Café Permit is hereby approved and shall be issued by the Municipal Clerk with an expiration date of December 1, 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None  
Absent: None

9. Resolution No. 2022-88, Approve Sidewalk Café License for Dos Banditos - 609 River Road

**WHEREAS**, Chapter 4-2.1 governs Sidewalk Cafes and Restaurants in the Borough of Fair Haven; and

**WHEREAS**, Dos Banditos, 609 River Road, has filed the appropriate Sidewalk Café License Application; and

**WHEREAS**, the application fee has been waived by the Mayor and Council for the 2022 license year; and

**WHEREAS**, the Police Chief has reviewed said application and submitted his approval dated March 10, 2022 for said permit as follows:

5 Tables and 32 chairs to accommodate 32 patrons.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the Sidewalk Café Permit is hereby approved and shall be issued by the Municipal Clerk with an expiration date of December 1, 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez  
Negative: None  
Abstain: None  
Absent: None

10. Resolution No. 2022-89, Approve Sidewalk Café License for Tavolo Pronto - 610 River Road

**WHEREAS**, Chapter 4-2.1 governs Sidewalk Cafes and Restaurants in the Borough of Fair Haven; and

**WHEREAS**, Tavolo Pronto, 610 River Road, has filed the appropriate Sidewalk Café License Application; and

**WHEREAS**, the application fee has been waived by the Mayor and Council for the 2022 license year; and

**WHEREAS**, the Police Chief has reviewed said application and submitted his approval dated March 10, 2022 for said permit as follows:

11 Tables and 36 chairs to accommodate 36 patrons.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the Sidewalk Café Permit is hereby approved and shall be issued by the Municipal Clerk with an expiration date of December 1, 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez  
Negative: None  
Abstain: None  
Absent: None

11. Resolution No. 2022-90, Approve Sidewalk Café License for Jack’s Goal Line Stand - 591 River Road

**WHEREAS**, Chapter 4-2.1 governs Sidewalk Cafes and Restaurants in the Borough of Fair Haven; and

**WHEREAS**, Jack’s Goal Line Stand, 583 River Road, has filed the appropriate Sidewalk Café License Application; and

**WHEREAS**, the application fee has been waived by the Mayor and Council for the 2022 license year; and

**WHEREAS**, the Police Chief has reviewed said application and submitted his approval dated March 21, 2022 for said permit as follows:

6 Tables with benches to accommodate 36 patrons.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the Sidewalk Café Permit is hereby approved and shall be issued by the Municipal Clerk with an expiration date of December 1, 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

12. Resolution No. 2022-91, Approve Sidewalk Café License for Lupo Pizzeria

**WHEREAS**, Chapter 4-2.1 governs Sidewalk Cafes and Restaurants in the Borough of Fair Haven; and

**WHEREAS**, Lupo Pizzeria, 757 River Road, has filed the appropriate Sidewalk Café License Application; and

**WHEREAS**, the application fee has been waived by the Mayor and Council for the 2022 license year; and

**WHEREAS**, the Police Chief has reviewed said application and submitted his approval dated March 23, 2022 for said permit as follows:

8 Tables with 25 chairs to accommodate 24 patrons.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the Sidewalk Café Permit is hereby approved and shall be issued by the Municipal Clerk with an expiration date of December 1, 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

13. Resolution No. 2022-92, Authorize QPA to advertise for Electrical, HVAC, Plumbing and Irrigation RFPs

**WHEREAS**, there is a need for the Borough of Fair Haven to receive proposals for the following services:

Electrical, HVAC, Plumbing and Irrigation; and

**WHEREAS**, Nancy Britton, Qualified Purchasing Agent, will advertise and accept RFPs which are necessary to maintain the Borough's facilities; and

**WHEREAS**, after review of the submissions, a contractor recommendation for each service will be provided to the governing body for consideration to award and execute a contract agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Fair Haven that Nancy Britton is hereby authorized to take the necessary steps to secure RFPs for the services aforementioned, under the guidelines of the Local Public Contracts Law.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

14. Resolution No. 2022-93, Approve Non-Aligned Employee Salaries for 2022

**WHEREAS**, Borough Salary Ordinance No. 2021-05, provides for salary ranges for designated municipal employees; and

**WHEREAS**, the exact amount of each salary is to be determined by the Borough Council of the Borough of Fair Haven with the recommendation of the Borough Administrator.

**NOW, THEREFORE, BE IT RESOLVED** that the following non-contractual individuals shall be paid the regular base salary for the year 2022, for their services to the Borough of Fair Haven in the designated positions as follows:

<b>EMPLOYEE</b>	<b>POSITION</b>	<b>2022</b>
Allyson Cinquegrana	Borough Clerk	\$ 79,799.00
Allyson Cinquegrana	Assistant Administrator	14,296.00
Nancy Britton	Assistant Chief Financial Officer	64,063.00
Nancy Britton	Qualified Purchasing Agent	10,000.00
Betty Ann Berube	Administrative Assistant/Registrar	46,125.00
Debbie Ozut	Tax and Finance Office Assistant	46,125.00
Gregory Hutchinson	Tax Assessor	30,238.00
Peter Lucas	Municipal Court Judge	15,316.00
Darryl Breckenridge, Jr.	Director of Parks and Recreation, Events	66,651.00
Darry Breckenridge, Jr.	Special Project Administrator	10,250.00
Donna Powers	Librarian	52,255.00
Annette Bufano	Assistant Librarian	38,391.00
Nicolas Poruchynsky	Assistant Director of Engineering and Public Works	78,942.00
Nicolas Poruchynsky	Zoning Officer	27,603.00
Nicolas Poruchynsky	Flood Plain Manager	7,070.00
Various Employees	Permanent Crossing Guard	14,400.00

**Hourly Employees**

Joseph Mulé	Planning & Zoning Code Compliance	25.00/hour
Jeffrey Jarvis	Part-Time Public Works Laborer	23.00/hour
Krystie Larsen	Part-Time Central Office Administrative Assistant	25.00/hour
Sandra Papa	Part-Time Planning Board and Zoning Board Secretary	25.00/hour
Catherine Palma	Part Time Library Assistant	20.00/hour
Erin Hendrickson	Part Time Police Records Clerk	22.75/hour
Bonnie Ferris	Part Time Police Records Clerk	21.75/hour
Various Employees	Part Time Crossing Guards	20.00/hour
	Special Officers – Class I	16.00/hour
	Special Officers – Class II	19.50/hour
	Police Matron	22.75/hour
	DPW Seasonal	17.00/hour

Councilman McCue said that at the February 28<sup>th</sup> Meeting, it was discussed that the Police Records Clerks would receive a \$1.00 salary increase. He was advised at the March 14<sup>th</sup> executive session it was decided that they would be given a 75-cent increase. Councilman McCue said the Police Matron position was not discussed; it is an extra stipend. After further discussion it was decided to increase the Police Matron stipend to match the Police Records Clerk (\$22.75 per hour).

Offered for adoption by Councilman Rodriguez, second by Councilwoman Cole

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

- Resolution No. 2022-94, Approve Legacy Construction Management, Inc. to conduct Pre-Construction Services for Borough Facilities (\$6,630).

**WHEREAS**, the Borough of Fair Haven (the “Borough”) is currently planning the construction of new Municipal, DPW, and Police Department facilities; and

**WHEREAS**, the Borough requires a qualified construction management firm to provide professional construction management services in connection with the construction of the Borough’s new Municipal, DPW, and Police Department facilities; and

**WHEREAS**, the Borough obtained Proposals from two (2) construction management firms, setting forth their respective qualifications, proposed work, and cost proposals; and

**WHEREAS**, after review of the Proposals by the Borough’s Facilities Committee as to cost and other factors considered, the Committee recommended that the Borough approve the Proposal submitted by Legacy Construction Management, Inc., which Proposal is attached hereto as Exhibit A, to provide professional construction management services during all phases of building the Borough’s new Municipal, DPW, and Police Department facilities; and



**WHEREAS**, after review by the Borough’s Mayor & Council as to cost and other factors considered, the Mayor & Council desire, at this time, to proceed with authorizing only the Pre-Construction Phase of the Proposal submitted by Legacy Construction Management, Inc. in order to continue evaluating the remainder of said Proposal as more information is developed during the Pre-Construction Phase regarding the construction of the Borough’s new Municipal, DPW, and Police Department facilities; and

**WHEREAS**, the Borough has bonded for the various construction projects and will encumber funds to pay Legacy Construction Management, Inc. for the Pre-Construction Phase of its Proposal, attached hereto as Exhibit A, in an amount not to exceed \$6,630.00;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey, hereby:

(1) Authorize the execution of a Professional Service Contract with Legacy Construction Management, Inc. to provide construction management services during the Pre-Construction Phase of building the Borough’s Municipal, DPW, and Police Department facilities; and

(2) Authorize the Borough Administrator to accept and execute the Pre-Construction Phase of the Proposal attached hereto as Exhibit A from Legacy Construction Management, Inc. in an amount not to exceed \$6,630.00; and

(3) Provide notice that the retention of Legacy Construction Management, Inc. is exempt from public bidding as a professional service under N.J.S.A. 40A:11-5.1(a)(i), and is being awarded under a non-fair and open process in accordance with New Jersey’s Pay-to-Play law; and

(4) Direct that Notice of this contract award shall be published in the designated official newspapers as required by law within ten (10) days of the passage of this Resolution; and

(5) Direct that Legacy Construction Management, Inc. shall submit a Business Entity Disclosure Certification which certifies compliance with New Jersey’s Pay-to-Play law; and

(6) Direct that the Borough Purchasing Agent shall ensure the appropriate public contracting language and documentary requirements are submitted by Legacy Construction Management, Inc. prior to commencement of its work; and

(7) Direct that a certified copy of this resolution shall be forwarded to the Borough Administrator, Chief Financial Officer, Borough Engineer, The Goldstein Partnership, and Legacy Construction Management, Inc.; and

**BE IT FURTHER RESOLVED** that the Borough Administrator is hereby authorized to prepare the appropriate purchase order(s) for the Pre-Construction Phase of the Proposal submitted by Legacy Construction Management, Inc. and draw down from those encumbered funds, inclusive of work performed to date on these projects; and

**BE IT FURTHER RESOLVED** that the necessary funds to pay Legacy Construction Management, Inc. for the Pre-Construction Phase of the Proposal attached hereto as Exhibit A will be encumbered from existing bonds obtained by the Borough and payment to Legacy Construction Management, Inc. will be made through purchase orders as services are provided.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

16. Resolution No. 2022-95, Approve Refund of Tax Overpayment and grant full tax exemption-103 Third Street

**WHEREAS**, John Sears, a resident and taxpayer in the Borough of Fair Haven, residing at Block 38 Lot 20, filed a Property Tax Exemption form for 100% Disabled Veterans; and

**WHEREAS**, the Tax Assessor has granted a full exemption pursuant to Chapter 398 of the Laws of 1948; and

**WHEREAS**, a full exemption status was granted to John Sears effective as of March 1, 2022.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Fair Haven, County of Monmouth and State of New Jersey that the Tax Assessor and any other appropriate officials be and are hereby authorized and directed to correct the Borough’s records to reflect a full 100% Disabled Veteran’s Exemption status for John Sears, Block 38 Lot 20, known as 103 Third Street.

**BE IT FURTHER RESOLVED**, the Chief Financial Officer refund \$ 569.98 from the February 1, 2022 tax quarter.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

17. Resolution No. 2022-96, Approve Temporary Budget Amendment

**WHEREAS**, emergent conditions have arisen with respect to the payment of bills in a number of accounts and no adequate provision has been made in a Year 2022 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 2022 for the Borough pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total **\$3,218,070.30** 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
2-01-43-493-204	Dispatch ILSA Other Contractual	\$64,500.00	Temp Budget
2-01-26-290-208	Streets & Roads Contractual	\$5,000.00	Temp Budget
2-01-23-222-227	Waiver Medical	\$5,500.00	Temp Budget
2-01-23-220-227	Health Benefits - Medical	\$50,000.00	Temp Budget
2-01-28-375-240	Park Supplies/Field Maintenance	\$2,500.00	Temp Budget
2-01-31-460-276	Gasoline Utilities	\$5,000.00	Temp Budget
2-01-31-435-276	Street Lighting Utilities	\$3,000.00	Temp Budget
2-01-31-430-276	Electricity Utilities	\$3,000.00	Temp Budget
2-01-20-100-101	Administration Salaries	\$14,500.00	Temp Budget
2-01-20-120-101	Municipal Clerk Salaries	\$6,400.00	Temp Budget
2-01-20-130-101	Finance Salaries	\$9,300.00	Temp Budget
2-01-20-145-101	Tax Collection Salaries	\$3,100.00	Temp Budget
2-01-20-150-101	Tax Assessment Salaries	\$2,000.00	Temp Budget
2-01-20-165-101	Engineering Salaries	\$14,000.00	Temp Budget
2-01-21-180-101	Planning Board Salaries	\$1,000.00	Temp Budget
2-01-21-185-101	Zoning Board Salaries	\$1,000.00	Temp Budget
2-01-21-186-101	Zoning Officer Salaries	\$1,500.00	Temp Budget
2-01-22-209-101	Code Enforcement Salaries	\$3,100.00	Temp Budget
2-01-25-240-101	Police Salaries	\$85,000.00	Temp Budget
2-01-26-290-101	Streets & Roads Salaries	\$31,000.00	Temp Budget
2-01-26-307-101	Recycling Salaries	\$3,200.00	Temp Budget
2-01-26-315-101	Vehicle Maintenance Salaries	\$4,300.00	Temp Budget
2-01-28-370-101	Recreation Salaries	\$5,100.00	Temp Budget
2-01-29-390-101	Library Salaries	\$3,000.00	Temp Budget
2-01-43-490-101	Municipal Court Salaries	\$1,200.00	Temp Budget
	<b>Total</b>	<b>\$327,200.00</b>	

2. That said emergency temporary appropriations will be provided for in the 2022 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 Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

18. Resolution No. 2022-97, Appoint Josue A. Hernandez as part-time School Crossing Guard and Special Officer Class I

**WHEREAS**, there is a need for part-time School Crossing Guard and Special Class I Officer for the Fair Haven Police Department; and

**WHEREAS**, Chief Joseph McGovern has recommended that Josue A. Hernandez who meets all of the required qualifications for both positions be appointed as follows:

Part-time School Crossing Guard effective March 29, 2022 at an hourly salary of \$20.00

Special Class I Officer effective May 15, 2022 at an hourly salary of \$16.00.

**BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that Josue A. Hernandez is hereby appointed as a part-time School Crossing Guard and Special Class I Officer as noted above.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

19. Resolution No. 2022-98, Approve Monmouth County Shared Service, i-Tax Map Collaboration Center System

**WHEREAS**, The Uniform Shared Services and Consolidation Act (C.40A:565-1, et seq.), authorizes local units of this State to enter into a contract with any other local unit(s) for the joint provision within their several jurisdictions of any service, which any party to the agreement is empowered to render within its own jurisdiction; and

**WHEREAS**, each municipality is to provide for the preparation of yearly revisions to the tax map under New Jersey State law N.J.A.C. 18:23A-1.1, and this legal requirement is not followed by all municipalities based on limited financial, technical and professional resources; and

**WHEREAS**, each physical description of a parcel of land drives the mass-appraisal calculation of the land portion of its property tax assessment, and land data inaccuracies and errors lead to poor distribution of the annual tax levy, potentially resulting in years of tax bill overpayments and underpayments; and

**WHEREAS**, a County-to-Municipality shared services program would provide map conversion and maintenance services, ushering in the transition from analog to a Countywide standard of state-certified digital tax maps for all 53 municipalities; and

**WHEREAS**, the intent of the digital tax map shared services program is to reduce municipal costs in complying with the law and provide for the most up-to-date GIS parcel layer and tax map data for public and government stakeholders; and

**WHEREAS**, this service provides participating municipalities with numerous benefits, including: anticipated cost-savings through economies-of-scale; reduce cost to comply with state regulations and standards; transition from analog to state-certified digital maps; streamlined editing and ongoing maintenance procedures; more consistent and accurate municipal and County-wide information; unprecedented assemblage of data made available to taxpayers, municipalities and the County; and seamless flow of tax information into GIS and additional information systems.

**WHEREAS**, it is in the best interest of the Borough of Fair Haven to enter into such an Agreement.

**NOW, THEREFORE, IT BE RESOLVED**, that the Mayor and Council of the Borough of Fair Haven hereby approves entry in the Agreement with the County of Monmouth consistent with the foregoing.

**BE IT FURTHER RESOLVED** that the Mayor, Borough Administrator and Borough Clerk are each hereby authorized and directed to execute the attached Shared Services Agreement, for the provision of the iTax Map/Collaboration Center System, on behalf of the Borough.

Administrator Casagrande explained that this is a free service being offered by the County to upgrade our tax maps. We will participate and then there will be a fee after the initial term which Council will have the opportunity to consider. The Borough Clerk advised the Tax Assessor recommends this service as our tax maps need to be updated. Councilman McCue asked if the Borough could stop using Vallee Surveying if we approve this interlocal; no, this service is for tax maps not base maps. Attorney Cannon said that it is a major advantage to get the tax maps updated and digitize; quite a benefit to the Borough.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez  
 Negative: None  
 Abstain: None  
 Absent: None

- 20. Resolution No. 2022-99, Appoint Katy Frissora to fill a vacancy on the Historic Preservation Commission Member

**WHEREAS**, there is a vacancy on the Historic Preservation Commission that needs to be filled; and

**WHEREAS**, the Borough has found a volunteer willing to fill this seat as follows:

**Katy Frissora**, Historic Preservation Commission member to a four-year unexpired term that will expire on 12/31/2023

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez  
 Negative: None  
 Abstain: None  
 Absent: None

- 21. Resolution No. 2022-100, 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 28, 2022 Bill List are hereby approved and the Finance Department is hereby authorized to release payment to the various vendors.

2021 CURRENT ACCOUNT	\$ 2,247.61
2022 CURRENT ACCOUNT	\$2,020,538.52
GRANT FUND	\$ 780.00
OTHER TRUST	\$ 7,394.95
<b>TOTAL</b>	<b>\$2,030,961.08</b>

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez  
 Negative: None  
 Abstain: None  
 Absent: None

**Reports of Departments**  
**February 2022**  
 -Police Department  
 -Budget Status

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

### GOOD OF THE BOROUGH

Mayor Halpern opened the meeting to the public for comments or questions at 7:51 p.m. Charlie Marznak, Briarwood Road, said he moved to Fair Haven in 2019 and has been dealing with invasive species (bamboo) from his neighbor that is spreading on to his property and overrunning his yard. He read a statement about invasive species. It is a costly endeavor to remediate and is unfair that this is his expense when he did not plant it. There is no ordinance on the Borough's books that prohibits planting it; there should be something in place to have insurances mandating that the person who plants it must maintain it. He spoke with Borough representatives and the Shade Tree Commission about it. He understood the Borough's ordinance for tree preservation is being reviewed and amended and asked that something be put on the books for bamboo. Many municipalities have ordinances that prohibit the planting of bamboo. The Mayor asked Attorney Cannon if he knows of municipalities that have something on the books for this; yes, there are ordinances, and he gave examples of some wording. Councilwoman Neff advised that there is another family that has been dealing with bamboo for over 10 years; she has spoken with the Environmental Commission and there is a way to file a nuisance complaint. Councilwoman Cole said Shade Tree has discussed banning invasive plants to allow natives to grow. We can look at ordinances with the Borough Attorney and bring examples to the governing body. Attorney Cannon said the tree ordinance branches out to land use, property maintenance, etc. Bamboo is a separate ordinance that goes into the police section of the ordinance; it is not part of what Shade Tree is currently working on. Councilwoman Chrisner-Keefe asked that a time frame for abatement be included in the proposed ordinance. Attorney Cannon said that he has dealt with ordinances addressing new plantings, not existing plantings; there needs to be a barrier and certain ways to contain the bamboo. Councilwoman Cole said that she can speak with the Environmental Commission as well as have a discussion with the Fair Haven Natural Area Advisory Committee. Attorney Cannon said that he has a list of what is considered invasive species.

Susan O'Brien, River Road, stated that she has been badly "bamboosed" for 30 years by her neighbor who has dug it out; she is now dealing with the aftermath. Anything put in place will be helpful.

Councilwoman Chrisner-Keefe advised a letter was received from the Broberg Family regarding sidewalks on the Hance Road; the sidewalks were already addressed/approved. Mayor Halpern spoke with Mr. Broberg and advised him that this is already being addressed by the Borough.

Mayor Halpern reported that Administrator Casagrande sent an e-mail to the governing body that Fair Haven has been rated the 3<sup>rd</sup> happiest community in the State (per a news article). He also noted there are people in the room wearing blue and yellow in solidarity with the Ukraine and we pray for their safety.

Ruth Blaser, River Road, asked about what we are doing with Mother Nature because we need an earlier brush pick up in the spring. She requested the Borough get the zones in town coordinated and simplified to be easily understood. Mayor Halpern advised that the Director of Engineering and DPW is reviewing the proposal and looking to see how we can approve it. Mrs. Blaser said that was supposed to be done two months ago and should have already be put in place. She had concerns about bulk pick up with Suburban Disposal. She said Susan O'Brien provided a suggestion for all types of pick up i.e., all of River Road picked up in the same day. Councilwoman Chrisner-Keefe explained that it needs to be coordinated and notices sent to everyone. She was advised trash is by contract so this will need to be revised in the next bid specification. Councilman Rodriguez explained the zones and types of pick up i.e., trash, brush, leaves, etc. Councilmembers Cole and McCue will review and address. Mrs. Blaser relayed a story regarding brush and leaf pick-ups and residents being confused and relying on their neighbors to see when and what should be put out. The Mayor said the Borough is aware of the concern and reviewing it for a solution.

Susan O'Brien clarified that she analyzed the brush pick-up, not trash pick-up. She asked if anyone on the brush committee that does their own yard work; Councilman Rodriguez said that it was not a requirement, and the members were not asked. Mrs. O'Brien does her own property maintenance and understands the frustration that some have however she pays attention to the schedules and attends the meetings. Mayor Halpern said he is a 10-year resident and did not realize there was a schedule. We are working on improved and targeted communication as well as things to educate the public. Councilwoman Cole asked if Mrs. O'Brien would meet with her and Councilman McCue to discuss her memo; yes. Administrator Casagrande explained the Borough used to have brush pick up in March and not in July and we received many complaints for not having July pick-up, so we swapped the months. The police department does Code Enforcement with a SLEO Class I educating the public as well as Betty Ann Berube, Administrative Assistant.

Bonnie Torcivia, Battin Road, said she sees piles out on the street now. There are environmental groups that ask that no one address their property to help the pollinators. She requested that the schedule stay as is so we can allow pollinators to do their job.

Mrs. Blaser asked that when the governing body creates and passes ordinances that they enforce them. She also requested that when ordinances and resolutions are passed, that seniors be considered and how the law will affect them as they do not have help and do what they can, when they can. Mayor Halpern said we do our best to enforce the ordinances and gave the example of the tree appeal for Fisk Street.

There being no further comments or questions, the meeting was closed to the public at 8:25 p.m.

Council went into executive session at 8:33 p.m. and this meeting was reconvened at 10:59 p.m.

**ADJOURNMENT**

Motion to adjourn moved by Councilwoman Koch, second by Councilman McCue with Ayes by all present.

Time of Adjournment: 10:59 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC/CMR  
Borough Clerk