

**FAIR HAVEN BOROUGH COUNCIL  
SEPTEMBER 27, 2021**

The meeting was called to order by Council President Rodriguez at 7:06 p.m. The Flag Salute was followed by a Moment of Silent Meditation. 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 SEPTEMBER 27, 2021 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.**

**NOTICE OF THIS MEETING WAS INCLUDED IN A SCHEDULE OF MEETINGS WHICH WAS ADOPTED BY RESOLUTION NO. 2021-13 AND SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES, THE HUB AND THE STAR LEDGER ON JANUARY 7, 2021 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, Koch, McCabe, McCue, Neff and Rodriguez. Others present: Administrator Casagrande, Attorney Cannon, Engineer Gardella and Sergeant Schneider.

Council President Rodriguez acknowledged that a letter was received from the Fair Haven Republican Committee dated September 27<sup>th</sup> with 3 candidates to fill the Mayoral seat which was vacated by Benjamin Lucarelli after the last meeting. He said Council will address this at the next session.

**PRESENTATIONS**

The Fair Haven Environmental Commission, Green Team gave a Fellow presentation. Councilman McCue said that, in the spring, he and Kelly Flanagan applied for a grant through Sustainable NJ for an Environmental Defense Fellow to conduct an energy audit of the Borough. Fellows are versed in Sustainable NJ practices and grant applications. The studies are usually done for existing buildings to make them more efficient, not municipalities doing new construction. Sustainable NJ was advised that we were doing an overhaul of our buildings in the Borough and asked if they would take this study on to provide information and different perspective. The Fair Haven School Board also applied for the grant, so we were lucky to have the same Fellow for both entities. The Fellow attends Columbia University Master's Program and she worked hard with energy tracking coordinated with Administrator Casagrande, DJ Breckenridge, Councilman McCue and Kelly Flanagan through weekly meetings. She was given a year's history of all the borough owned buildings to figure out our Energy Star rating. By doing this we are helping the environment and saving money. She helped the Green Team build a really strong foundation moving forward to be maintained through an energy tracking and management system that was implemented. There was a lot of coordination between DJ Breckenridge, NJ Natural Gas, JCP&L and third-party suppliers. They looked into various grants for going forward as well as Direct Energy Programs.

Kelly Flanagan, Green Team Representative, thanked the governing body for the opportunity to speak and present. The Borough was fortunate to have this program through Sustainable Jersey; the Fellow worked for 10 weeks on our buildings and energy audit. Sustainable Jersey is a statewide organization which helps to facilitate and offer financial incentives to municipalities and environmental initiatives. Fair Haven is Bronze certified (150 points) and the Green Team would love to be Silver certified (we need another 200 points). The work that the Fellow did gives us 20 points and it also gives a benchmark of where we are currently with the energy usage in the Borough. The energy report will be posted on the Environmental Commission website as well. She reviewed a handout with the findings from the Fellow. There are state incentives for rebates. Krystie Larsen was thanked for her work and being trained to maintain the information and keep it up to date through energy tracking and other useful information. DJ Breckenridge helped by

providing information pertaining to the Borough's vehicle fleet. The Borough saving money and reducing our carbon footprint are incentives. There are new construction initiatives for the Facility Committee to review and keep in mind when building the new buildings. The Green Team can apply for a Gardinier Grant (due November 5, 2021) for energy initiatives that can be used for Bicentennial Hall or Borough Hall. The final presentation is uploaded to the Environmental Commission website for public review; it has great data. The summary sheet reviewed this evening will be posted, as well.

Councilman McCue said that one other recommendation was to continue to communicate openly with the Board of Education for solar panels, reduction in costs, ideas and grants. The Fellow, Karen, was extremely smart and helpful. Mrs. Flanagan, on behalf of the Green Team, thanked Council for the opportunity and being able to speak about it. Energy Tracking Management will help with future decisions and being green.

Councilwoman Neff asked if the Gardinier Grant is realistic to entertain with the time frame. The Green Team felt that they could apply for Bicentennial Hall because it is an energy grant. Bicentennial Hall is a historical and unique building, and it makes sense to create energy efficiency there and could increase our chances of getting the grant. Council President Rodriguez said that it is a very tight timeframe especially with everything else that is happening with the buildings. The police department generator was going to be relocated to Bicentennial Hall, not really about energy efficiency, but more of an energy back up. We are making the building more functional with the bathrooms and ADA compliance.

Councilwoman Koch asked if the historical nature of the building precludes us from applying for energy efficiency for both Bicentennial Hall and Borough Hall. Mrs. Flanagan said that the Fellow felt that retrofitting Bicentennial Hall would be a great project and that it would not cost a lot to retrofit Borough Hall for energy efficiency; examples given.

Sara Schiavetti made a comment regarding the grant and not needing approval, just an idea/concept not a fully vetted plan. Councilman Rodriguez suggested tying up the timelines and we can always apply next year.

Councilwoman Neff asked about solar panels and whether they should be investigated for both Bicentennial Hall and Borough Hall. Councilman Rodriguez asked that this discussion be held off on, for now.

Administrator Casagrande advised that the Borough's Community Development Block Grant for Bicentennial Hall was presented last week by both herself and Engineer Gardella. We will have to wait to hear back as to whether our project was chosen for the grant and the amount. We would then have a year to complete the work.

Councilman Rodriguez thanked the Green Team for their efforts, presentation and always looking for energy initiatives and cost savings.

### **WORKSHOP SESSION**

Attorney Cannon gave a quick briefing on Roberts Rules of Order. He said the meeting needs to be ordered with the agenda. He explained motions, seconds and that there is only discussion on a motion once it has been made; the discussion must relate to the motion. Attorney Cannon advised that Councilwoman Neff demonstrated Roberts Rules earlier with questions regarding the presentation by stating "If I may". The public and Council must await the Chair to recognize them before speaking unless a point of order is asked for. Anyone at the dais can call a point of order. The public can speak when tasked. He has a cheat sheet on the basic rules, obtained through the internet, which can be distributed to Council. It is best to stick to civility in the meeting by following basic rules. The Chair decides points of order or information and beyond that is discussion on a motion. Councilwoman McCabe asked if Council could meet without any professionals in the room; Attorney Cannon said that with Roberts Rules, the governing body is in charge. If an idea or meeting has an affirmative vote of four Councilmembers, then you can move a matter or meeting forward. The governing body can meet without the professionals; the only person required to attend the meeting is the Municipal Clerk because it is a statutory position, and the Clerk has to be there to take minutes. It is important to realize that it is the Council's meeting. Councilman Rodriguez stated that public notice must be given for a meeting, as well for executive session, and has to be given 48-hours prior to the meeting being held.

As far as borough sidewalk considerations, Administrator Casagrande provided Council with multiple spreadsheets (road and sidewalk projects and the current status for them). This also ties into the 2021 Capital Bond Ordinance. There is a section for Third Street Phase I with a place holder and commentary. There is also a place holder for annual curb and sidewalk maintenance as well as drainage improvements. It is up to Council on what they want to fund and address. She reviewed

the information provided. Ordinance 2021-12 is on the agenda for hearing and adoption tonight.

Councilwoman Koch acknowledged residents from Oaklawn Road who were in attendance and may not be aware of what the Engineering Department suggested/recommended in lieu of sidewalks. A handout that was provided shows that the Borough has a drainage easement from Oaklawn, through two properties and across three properties. There could be a stone dust trail put down to allow a path.

Councilwoman Koch said she would like to put in sidewalks from Oaklawn to Harrison by substituting a listed project to allow for this; sidewalks would secure safety for the students walking and biking to school, as well as the public. By starting the process now, we could have something ready for the spring. Councilwoman Chrisner-Keefe said this is an initiative that she has been concerned about for a while; we need to start and continue somewhere. She had asked Engineer Gardella in January 2021 about the cost involved for sidewalk and was told approximately \$95,000 which may have changed, since then, due to COVID and supply. This is an important initiative to take on. Administrator Casagrande advised that we can't move money from an ordinance to another without amending/re-appropriating funds to another bond ordinance. Bond Counsel would have to cancel any funds not used but cannot do it until the project or grant is totally closed out. The Hance Road Project is not completely closed out so we cannot re-appropriate. The 2012 ordinance has some funds left in it (\$200,000 in drainage and \$150,000 in roads). Council President Rodriguez said we need to discuss the path concept in terms of easements, and it does not have to be concrete, it could be a gravel. Council reviewed a handout provided by Administrator Casagrande. Council President Rodriguez asked Engineer Gardella to give the brainstorming ideas discussed last week. Engineer Gardella met with his liaisons last week and he provided some examples for opportunity throughout Fair Haven. There are different types of routes with trails that can be created to keep the public safe or help them navigate around town in a safe manner. He gave an example of William Street being an extension of the property of Fair Haven Fields; it is not an easement or right of way (years ago there was a 50' width and Borough gave some of the land away so now the Borough has a 17' wide trail). DPW does go in and address the trail with some pop dressing. It is envisioned that a low impact walking trail can be created for the Oaklawn residents, but there is more work to do before deciding. Engineer Gardella reviewed files and permit applications for the area to gain some sort of perspective. Councilwoman Chrisner-Keefe said that the map on the dais shows an easement running along two Oaklawn properties and behind three properties further north and goes out to Harrison Avenue; there is nothing on the Red Bank side of Harrison. Engineer Gardella said there is a drainage pipe that was followed out to Harrison. Councilwoman Chrisner-Keefe said it seems the easement runs from the rear of the properties, on Oaklawn, to Harrison Avenue. There was discussion on where the trail would run and where the kids would end up at the end of the trail, ultimately on Harrison. Engineer Gardella looked up easements because they do not show on the tax map. There was discussion on the trail along Oaklawn to Harrison where approximately six homes would be affected vs. Harding Road with a sidewalk where only three homes would be affected. The concern is for kids and the public's safety on Ridge Road. Engineer Gardella said if improving sidewalk network, we should look at Prospect to Harrison; there were some ADA improvements in the area and the speed limit slows at that intersection. Phase II could be sidewalks from Harrison to Rutgers. The Bird Sanctuary is heavily used as well; the DPW did some clearing near the split rail fence last year to provide a better site line. Council President Rodriguez said based on this discussion, there is a lot more work to do. Engineer Gardella said he would get some cost estimates and provide some scenarios.

Councilwoman Neff suggested contacting the residents who would be affected (6 homes) so they are aware of what the project would entail. Engineer Gardella will provide Administrator Casagrande with updated information on the proposed properties that would be affected for Council to have as a reference, if and when, they speak with the residents.

Council President Rodriguez asked Engineer Gardella about the sidewalks and a quick status of the Hance Road project. Since the September 13<sup>th</sup> meeting and Council direction on the option and alternate, the curbs were laid into the base map and aligned, and his department looked at the sidewalk layout and effect on trees. He will lay it out on paper with Assistant Engineer Poruchynsky, pull string and take measurements for additional accuracy. He put together a short timeline, ran some dates after looking at the calendar. Councilman McCue said that the Council can authorize the bid at the October 12<sup>th</sup> meeting, submit the plan to NJDOT, advertise by October 21<sup>st</sup>, accept the bids on November 4<sup>th</sup> and award the bid at the November 8<sup>th</sup> meeting. Engineer Gardella said for October 12<sup>th</sup>, he will have a completed base map and design for presentation; he can send a PDF before then. Council President Rodriguez said the choices are to do nothing, provide a bid for roadway and infrastructure or roadway, infrastructure and sidewalks. Councilwoman Chrisner-Keefe asked if at the October 12<sup>th</sup> meeting Engineer Gardella will be showing the base maps with the three options overlaid or three separate options. No, it will be a roadway design with everything on it. The bid will be broken up with sidewalk as an alternate; the cartway does not change. Councilwoman Koch asked if cost estimates will be included; yes, an Engineer's Estimate is

required for NJDOT. Councilwoman McCabe said that there needs to be prioritization and it would be worth it to prioritize what we need to do with sidewalks. She struggles with projects and how they are laid out. There are so many pressing needs in the borough for sidewalks that are in disrepair/hazardous. There are so many priorities in queue that she felt to start another project is not a good thing. Engineer Gardella said that the projects are sizeable, and plans have been created for repair of sidewalks. The cost is well into six figures.

As far as the 2021 Capital Bond Ordinance, there is \$215,000 in the bond ordinance being considered this evening where we draw down on what is authorized. There are projects in cue from past year approval. Ordinance No. 2021-12 is listed for adoption this evening which allows the governing body to charge against it for smaller projects. Administrator Casagrande advised that a decision needs to be made in order to address bond ordinances; she explained the process for ordinances and that ordinances need to be finalized by year end or else we would have to start the process over again the following year. Many of the microprojects are on hold until there is additional funding for it.

Council President Rodriguez said the governing body needs to come up with a priority list; it seemed like there is no consensus, just a lot of thought, with no real agreement between the governing body. We need to find the right fit and what projects we want to see done. Councilwoman Neff said there are too many projects, and we need to cut back on what we are doing and resolve what is already moving forward. It is a challenge because we are a small municipality with a small staff. Councilwoman Neff asked Engineer Gardella if at the October 12th meeting, he will have an answer on the trees impacted; yes. Administrator Casagrande clarified that the 44 Hance Road tree will not be impacted by the Hance Road Project. Councilwoman Chrisner-Keefe said it is important to understand the allocations and we can change bond ordinance amounts as presented; Administrator Casagrande said that she just gave estimates in the spreadsheet to provide an idea; Council does not need to spend on any or all of the projects presented. Administrator Casagrande was thanked for the historic view spreadsheet because it shows the money allocation. Recreation has some projects and there is a \$100,000 place holder. Councilwoman Koch asked where Council stands on Oaklawn Road sidewalks? Administrator Casagrande will send the property addresses for those with easements who would be potentially affected by the proposed sidewalks for students to get to school. Sidewalks and the Capital Bond Ordinance will be relisted on the October 12<sup>th</sup> agenda.

The proposed 2022 Council meeting dates were provided in Council packets for consideration. Councilwoman Chrisner-Keefe said that the dates of February 16<sup>th</sup> (school winter break) and September 26<sup>th</sup> (Rosh Hashana) are concerns and alternate dates should be decided. She tried re-working the meeting dates for the beginning of the year however there are a lot of Monday holidays unless meeting are back-to-back. Councilwoman Koch said that for the beginning of the year, Council could meet on January 24<sup>th</sup>, February 7<sup>th</sup> and 22<sup>nd</sup>. Council President Rodriguez suggested February 28<sup>th</sup> and in September Council could meet September 6<sup>th</sup> and September 19<sup>th</sup>. An amended meeting list will be presented on October 12<sup>th</sup>.

At the last meeting, there was a suggestion for the formation of a Strategic Initiatives Ad-Hoc Committee. Council President Rodriguez asked that Councilwomen McCabe, Neff and Chrisner-Keefe round-robin this topic. Councilwoman Neff stated, that based on some of the discussion held this evening, that Council needs better tools for strategic planning and suggested that a committee be created to consolidate information and bring it all together for a better view of what is happening. She does not feel that, currently, there is a clear view of what is coming for Council and the residents. The idea would be for the committee to consolidate the information with the Borough Administrator and present an Annual Strategic Planning session for the public. The committee would work with the different committees and departments to get a better view and understanding of what is happening with meetings taking place quarterly. A master spreadsheet would help Council make decisions and decide if a presentation would be needed for a project. This strategic plan will help with transparency and provide better tools to make better decisions and to advise our residents as to what is in the pipeline.

Councilwoman McCabe said that she thinks vision goes with strategy. It is important to get the needs of the community with a vision for where we want the Borough to go in 2-3 years' time. We can have a private session with Council to work together and discuss expectations. There needs to be a conversation on projects and vision to be brought back to the public. This is a great idea for strategic planning, and it was asked with a new Mayor coming on if it would change the position of the committee. Administrator Casagrande is fabulous with bringing information to the Council, but there needs to be more structure with Council Committees since information is being given to some committees and not others. Councilwoman Neff felt that every Council Committee needs to be described with an objective and mission and it needs to be clarified at the beginning of the year. A decision should be made as to what committees we need or don't need. The idea of a mission and objectives was brought up by Councilwoman Chrisner-Keefe at the last meeting with the Land Use

Committee appointing resolution. Councilwomen Neff, McCabe and Chrisner-Keefe will meet and come up with an idea, clear vision and strategy.

Councilwoman Koch asked if Council was voting on this committee. Council President Rodriguez said that the idea of a Strategic Planning Committee was brought forward by Councilwomen Neff, Chrisner-Keefe and McCabe, individually, so they should be the committee. Councilwoman Koch asked that this be put to a vote and felt that all Councilmembers should be part of it and not just a portion because they are all very important decisions. Councilwoman Neff explained that the committee would just be gathering data and creating a master sheet of information to be brought before the entire Council for decisions to be made. Councilwoman Chrisner-Keefe said the entire Council will meet to make a decision, as a whole, and this gives the public a voice in what is being considered. This also allows for who will address the projects (Council, professionals, committees, and residents). Councilwoman Neff said that it is a top-level view and will allow Council to be advised on what is happening, as a whole, to make sure objectives are being met or not being met. Councilwoman Chrisner-Keefe said there is no full understanding on what all are working on. Councilwoman Koch asked who would be dispelling all of the information. Council President Rodriguez said governing body members are the benefactor of the Committee's work to address and state goals for the Borough and its Boards, Commissions and various departments as far as strategy; we need the information such as what is happening, what needs to be considered, what has not been addressed. There will be a new Council next year, so we need to have some sort of guidance. There are a lot of skilled people on the dais, but no master dashboard.

Councilwoman McCabe gave strategies and vision examples because currently there is no strategy and vision. Councilwoman Neff said Administrator Casagrande made a good point at the last meeting that decisions being made now do not come to fruition for 2-5 years. We need to create a dashboard for future governing bodies, so they know what is in cue so they are prepared to speak on it or vote. It is an information gathering tool, the Committee would not be making decisions on behalf of the governing body. Councilwoman Koch said the entire Council should be part of the discussion to have a voice, not just have information given to just three members of the governing body.

The idea is to invite residents to provide their ideas/input on a whiteboard and/or conduct a survey of the community for what they want. All data points need to be brought in. The Borough Clerk advised that there was a Long-Range Planning Committee formed in the late 1990s/early 2000s that has since been disband which is similar to what is being discussed.

Councilwoman Chrisner-Keefe made a motion that Councilmembers Neff, Chrisner-Keefe and McCabe be appointed as the Strategic Planning Committee, second by Councilman McCue

Affirmative: Councilmembers Chrisner-Keefe, McCabe, McCue, Neff and Rodriguez

Negative: Councilwoman Koch

Abstain: None

Absent: None

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

The meeting was opened to the public for comments or questions at 9:02 p.m. Christine Eberhard, Oaklawn Road, said there are multiple people from the street that are on Zoom as well as in attendance tonight. There are Oaklawn residents that have different landscaping, etc. on Borough property for privacy. Ridge Road is 40 mph and there are branches, trees and shrubbery in the area that extend into the bike lane. The sidewalks would not just be for the residents of Oaklawn, but everyone who is trying to walk or bike around the area; it is not just an issue for children, but everyone. Many of the public are crossing into Little Silver and then back into Fair Haven because Ridge Road is dangerous without sidewalks especially with brush blocking the shoulder.

Rachel Presser, Oaklawn Road, said there is only one cut through left and the property owner allows the children to use their property. If property ownership changes hands, the kids could be cut off and will need to find an alternate route to get to school. Oaklawn Road residents feel disconnected from the Borough.

Linda Vanderslice, Oaklawn Road, is an active senior and walks a lot every day by going to Harding Road to get to Harrison Avenue and/or going through the university streets to get to Fair Haven Fields. Walking this area was easier during the pandemic, but now that schools are back in session and people going to work in-person, there is a concern with the traffic and no sidewalk. Fair Haven is a walking town, and she questioned the easement and it being a way for children to get to Harrison. Mrs. Vanderslice asked the governing body to consider walkers not just bikers for the trail. She is in favor of installing sidewalk. It was asked if the trail or sidewalks would be maintained by the Borough.

Marti Egger, Hance Road, asked the governing body to go back to the meeting from two weeks ago and reconsider the vote taken. There is a lot of confusion about the vote and did not think action would have been taken at the meeting. She said there was no second to the motion made. Mrs. Egger said there was intimidation present that night and asked that the governing body please reconsider the action taken.

Mary Humphreys, Hance Road, asked if it was correct to have the Mayor give his opinion. She was advised that the Mayor votes when there is a tie vote. Attorney Cannon said the vote was taken correctly and proper procedure was followed.

John Briel, Linden Drive, said that the governing body passed the traffic ordinance. Engineer Gardella said the ordinance was approved a few weeks ago and Chief McGovern met with the DPW Streets Foreman to order materials; we also need to get a mark out. Mr. Briel noted that the Green Team had a Fellow for environmental matters and asked if the Fellow could give advice to Council on soils coming from out of town and being placed on residential lots. Councilman McCue advised the Fellow was for sustainability only through a grant and is no longer working for us. She consulted with different entities about energy tracking and carbon footprint. Mr. Briel said he is bringing it up because of construction 38 Spruce Drive and soil brought in; he asked if it will be safe for a family? He was advised to bring his concern to the Environmental Commission.

The meeting was opened to the public on the Zoom Platform for comments or questions. Kristen Hoey, Dartmouth Avenue, a two-year resident, asked how funds are allocated for Parks and Recreation? She coaches boys' baseball and other recreational sports and is excited about the sports enthusiasm in town. Administrator Casagrande said it depends on the project, what it is tied to and how it would be funded i.e. grant, ordinances, etc. Fair Haven Fields #4 was done 8 years ago. She explained the process discussed tonight with a bond ordinance. Councilwoman Chrisner-Keefe said for recreation there are three potential sources: grant, pay as you go capital (smaller projects) or a bond ordinance (long term life project or equipment). Administrator Casagrande said there is also money in the current fund budget.

Ruth Blaser, River Road, was pleased to hear Council say Fair Haven is a small town and loved the strategic overview of what is going on. If people participated more in the Borough's meetings, they would know what is going on. There is a lot of talent in our volunteers. She asked the governing body to sharpen pencils with spending and bond ordinances. Mrs. Blaser was distressed with the DPW facility and Police Department plans and costs. The Borough should start with a 0 balance and have to justify to the residents the need for spending millions of dollars. Residents should be able to have access to Wi-Fi. She thanked Councilman Rodriguez for mentioning the status of Schwenker and McCarter's Ponds.

Jannetje McManus, Oaklawn Road, raised in Fair Haven all her life, said there are a lot of high school drivers on Ridge Road which has no sidewalks. She said her neighborhood has been neglected since the 1950s. The Council has been discussing sidewalks for an area that does not want or need them, so she asked the governing body to consider them for Oaklawn.

Kathleen Foderaro, Oaklawn Road, appreciated all of the comments and prioritizing projects. There are 15 children on Oaklawn (young and old); the older students take a bus and have to cross the roadway twice. She owns dogs and is fearful when walking them on Ridge with the traffic and brush in the road. She liked the idea of the path but disrupting six families is unnecessary where sidewalk would disrupt only three homes.

Sonja Trombino, Brookside Farm Road, said Acme is now using paper bags for groceries and asked if something was put in place for just Acme or all businesses. She was advised that an ordinance was adopted two years ago banning plastic bags and it was put on hold due to the Governor's COVID-19 directive. A communication will be put out on our social media platforms. Councilwoman Neff said that the Borough Clerk sent a letter out to the businesses regarding the ordinance advising that it is back into effect. Allyson advised that based on Council's discussion and direction at the last meeting, her Administrative Assistant worked up the letter, made copies of the ordinance and mailed the information out to the businesses based on the list of registered businesses in the Borough. Councilwoman Neff thanked Allyson for acting on this so quickly.

Jen Barren, Oaklawn Road, piggybacked on Kathleen Foderaro's comment regarding sidewalks. She shared a recent experience from September 2<sup>nd</sup> when someone was walking a dog on Ridge. Mrs. Barren said she could have turned on to Oaklawn, but the dog walker had an issue with crossing Ridge Road because cars would not let her cross. It was dangerous and another reason it is so important to have sidewalks in this area.

There being no further comments or questions, the meeting was closed to the public at 9:37 pm and Council took a five-minute recess (9:37 pm – 9:43 pm).

**APPROVAL OF MINUTES**

Councilwoman Chrisner-Keefe made a motion to approve the Special Meeting minutes of September 8, 2021, second by Councilwoman Koch

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

Councilwoman Chrisner-Keefe made a motion to approve the Regular Meeting minutes of September 13, 2021, second by Councilwoman Koch

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

Councilwoman Chrisner-Keefe made a motion to approve the Executive Session minutes of September 13, 2021, second by Councilwoman Koch

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

**OLD BUSINESS**

**HEARING AND ADOPTION OF ORDINANCES**

1. Ordinance No. 2021-12, Capital Bond Ordinance

**AN ORDINANCE OF THE BOROUGH OF FAIR HAVEN, IN THE COUNTY OF MONMOUTH, NEW JERSEY PROVIDING FOR THE ACQUISITION OF VARIOUS EQUIPMENT, INFRASTRUCTURE, IMPROVEMENTS TO PUBLIC BUILDINGS AND GROUNDS AND APPROPRIATING THE SUM OF \$215,000.00 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF FAIR HAVEN, IN THE COUNTY OF MONMOUTH, NEW JERSEY**

On motion of Councilwoman Neff, second by Councilwoman Chrisner-Keefe with Ayes by all present, Council President Rodriguez opened the meeting for comments or questions at 9:44 p.m.

Councilwoman Chrisner-Keefe confirmed that even though this ordinance has been authorized, the governing body still has to approve each expenditure from the \$215,000; yes. Councilwoman Koch asked how long the ordinance is for; until the funds are expended.

There being no further comments or questions, the Hearing was closed to the public at 9:46 p.m. on motion of Councilwoman Neff, second by Councilwoman Koch with Ayes by all present.

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

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

**NEW BUSINESS**

**Council Committee Reports**

**Finance** - Councilwoman Neff advised that Finance is looking to set up October meetings to meet with department heads; this is being coordinated through Administrator Casagrande. The Finance Committee is working on a plan to look out three years for the budget going forward.

**Personnel** - Councilwoman Chrisner-Keefe advised that there are salary adjustments on the agenda under Resolutions. There are also matters under Contact Negotiations.

**Planning & Zoning** - Councilwoman Koch advised the next Zoning Board meeting will be on October 7<sup>th</sup> via Zoom and the October 19<sup>th</sup> Planning Board meeting will be in-person. The September Planning Board meeting was in person.

**Parks and Recreation and Communications** - Councilwoman Koch said the Halloween festivities will be on October 24<sup>th</sup> at Sportsman's Field beginning at 3 pm with an Easter Egg Hunt and then

the annual parade to the firehouse where judging will be done. Communications from the Borough have been good.

**Police, Fire & OEM** - Councilman McCue said as far as the Office of Emergency Management, the numbers for COVID are being reported again; they are private but are being tracked. We are not in a State of Emergency anymore.

**Engineering and DPW** – Councilman McCue said the Hance Road Project was reported on earlier. At the October 12<sup>th</sup> Council meeting, we will authorize Receipt of Bids, go out to bid by October 21<sup>st</sup> and award by November 8<sup>th</sup> or call for a special meeting. The brush grind PO went out last week to Atlantic Tree; no date, as of yet, from them to start (possibly mid-October). School children should have their routine down pat, and we will work around the school hours with smaller trucks, etc.

**Borough Facilities** - Councilman Rodriguez advised that Resolution No. 2021-216 is being pulled from the agenda. There were a lot of conversations that led up to the recommendation and more information has come to light, so we are not going to push forward with the proposal with Epic Management. We will reconvene the conversation with the Facilities Committee for an Owner Agent and come back to Council with another recommendation.

As far as technology with Borough buildings, we are advancing technology for the police department, DPW and Bicentennial Hall. The Facilities Committee will meet in a week or so and the Green Team has been invited to participate in the discussion for a strategic outlook for the facilities.

Councilwoman McCabe asked with regard to Resolution No. 2021-216 if there were conversation for RFPs or a process. Administrator Casagrande advised that the Borough received two proposals; a third company declined. Council President Rodriguez said we will go through the bid or proposal process. She asked if the Planning Board was involved in this discussion as far as any information shared with them or input received. She was advised that the Planning Board would not be involved in a Project Manager decision. The Facilities Committee (made up of Real Estate developers, Engineers, Architects and a lot of local expertise) are involved and gave some input.

**CONSENT AGENDA**  
**RESOLUTIONS**

1. Resolution No. 2021-215, Executive Session: Personnel 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. Mandatory Employee Vaccination Program

**Contract Negotiations**

1. PBA Negotiations
2. 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 Councilwoman Koch, second by Councilwoman Chrisner-Keefe

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

Negative: None

Abstain: None

Absent: None

2. Resolution No. 2021-216, Award proposal to Epic Management - Construction Management Services. This resolution was pulled from the agenda for further review.
3. Resolution No. 2021-217, Approve salary adjustments for various part-time employees



**WHEREAS**, Resolution No. 2021-69 was adopted by the Mayor and Council at their February 22, 2021 meeting and established the 2021 salaries for the non-aligned borough employees; and

**WHEREAS**, there is a need to amend Resolution No. 2021-69 to adjust the salaries of the following part-time Borough employees:

- 1. Erin Hendrickson, part-time, Police Records Clerk shall be increased to \$22.00 per hour
- 2. Bonnie Ferris, part-time, Police Records Clerk shall be increased to \$21.00 per hour
- 3. Jeffrey Jarvis, part-time, DPW Laborer - Recycling shall be increased to \$21.00 per hour
- 4. Catherine Palma, part-time, Library Assistant shall be increased to \$20.00 per hour

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Fair Haven that the salary adjustments for the part-time employees listed above are hereby approved and are retroactive to January 1, 2021; and

**BE IT FURTHER RESOLVED** that the Finance Department is directed to calculate, and process said payroll adjustments as noted hereinabove.

Offered for adoption by Councilwoman Koch, second by Councilwoman Chrisner-Keefe

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

4. Resolution No. 2021-218, Payment of Vouchers

**BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the vouchers listed for payment on the September 27, 2021 Bill List are hereby approved and the Finance Department is hereby authorized to release payment to the various vendors.

2021 CURRENT ACCOUNT	\$ 149,124.53
GENERAL CAPITAL	\$ 3,123.32
GRANT FUND	\$ 1,225.83
OTHER TRUST	\$ 1,480.50
DOG TRUST	\$ 550.00
	<b>\$ 155,504.18</b>
LESS VOIDED CHECK	\$ - 45.00
<b>TOTAL</b>	<b>\$ 155,459.18</b>

CURRENT CHECK NO. 61695, \$45.00

Offered for adoption by Councilwoman Koch, second by Councilwoman Chrisner-Keefe

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

5. Resolution No. 2021-219, Establish and Electronic Receipt Program for Credit Card Processing Services

**WHEREAS**, the Government Electronic Payment Acceptance Act (P.L.1955, c.325) (the “Act”) authorizes a municipality to establish a credit card payment system or electronic funds transfer system upon the passage of a Resolution by the Governing Body; and

**WHEREAS**, under N.J.A.C. 5: 30-9.1 et seq., the N.J. Division of Local Government Services has promulgated regulations authorizing municipalities to accept credit card payments in accordance with the Administrative Code, and as to transactions related to a municipal court, pursuant to the Rules of the Court promulgated by the New Jersey State Supreme Court; and

**WHEREAS**, it is the desire of the Borough of Fair Haven (the “Borough”) to authorize the payment of municipal tax bills, municipal court fees and fines, bail and other fees, costs or payments

associated with the operation of the municipal court, as well as recreation program fees and administrative and land use office fees; and

**WHEREAS**, it is the intention of the Borough to authorize the Tax Collector’s Office, the Municipal Court Office, Parks and Recreation Office, as well as the Administrative and Land Use Offices to accept payment by credit card for those fees, costs, or other payments associated with that department as set forth above; and

**WHEREAS**, the acceptance of these methods has served and will continue to expand as a convenient alternative payment method for the public.

**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 payment by credit card or direct debit of municipal tax bills, municipal court fees and fines, bail and other fees, costs or payments associated with the operation of the municipal court, as well as parks and recreation, and (2) authorize the Tax Collector’s Office, the Municipal Court Office, Parks and Recreation Office, Administrative Offices and Land Use Offices to accept payment by credit card for those fees, costs, or other payments associated with each department as set forth above; and

**BE IT FURTHER RESOLVED** that the Mayor and Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey, hereby authorize and ratify any and all necessary agreements and payment portal programs to implement the foregoing; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be posted in public places and published in the official newspapers of the Borough; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be forwarded to the N.J. Division of Local Government Services.

Offered for adoption by Councilwoman Koch, second by Councilwoman Chrisner-Keefe

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

Negative: None

Abstain: None

Absent: None

**Reports of Departments**

**August 2021**

-Municipal Court

-Police Department

-Budget Status

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

**GOOD OF THE BOROUGH**

Council President Rodriguez opened the meeting to the public for comments or questions at 9:57 p.m. Tracy Cole, Grange Avenue, said it was an awesome job with a hybrid meeting for this evening. She was appreciative of the conversation with strategic planning and the visioning discussion and felt it would be best to do it with the community as a whole. It is great to have conversations.

Sara Schiavetti, Cooney Terrace, thanked Council for the strategic committee discussion. She wanted to make sure Council thinks of everything when making a decision on the Hance Road sidewalks and wanted to hear more for the decision as far as traffic, pedestrians, bikes, parks, wheelchairs, accidents, bike lanes and prevention of accidents. She thought the base maps were completed until reported this evening that they are not. She reminded Council to think about the projects and programs and their affects; there is a lot of information still missing.

The meeting was opened to the public on the Zoom Platform for comments or questions. Melissa Neczesny, Park Lane, asked with the new Council and two seats up in November will reduction of taxes ever be mentioned? The last anyone heard about this was when Michael Halfacre was Mayor. Council President Rodriguez said he spoke with Mike Halfacre in February 2017 when he first joined Council to find out how taxes can be reduced and was told there were a number of ways the budget could be reduced “to the bone” and he was not sure what more could be done. There are cost of living adjustments (COLA) for the police department, DPW and administrative staff and while Mayor Halfacre was successful in reducing a number of line items, the budget began to creep up due to COLA. Council President Rodriguez said he would love to cut taxes in half, but there are contractual considerations. There are ways to reduce costs in town and

that is for six people to decide such as do we cut services? Do we cut staff? We are not overstaffed, and all departments are doing their best to give great services to the public. There are a number of constraints to adhere to. Councilwoman Chrisner-Keefe said other areas to explore and avenues to pursue such as at the Board of Education level and with the legislative district (Assemblypersons and Senators). The Borough takes the budget very seriously. It is extremely difficult, but Council hopes strategic planning helps prioritize and streamline tax dollars. It is a loaded question because we can only raise the budget in certain areas and there are many pieces to the puzzle including how the tax rate is impacted. Mrs. Neczesny realizes it is complicated, but revenues increased over the years. At the time, Mayor Halfacre talked about the budget and cutting it on fiscal prudence. She asked if someone was going to read the names for those proposed for Mayor? Councilman Rodriguez said the Mayor vacancy will be addressed at the next Council meeting.

Ruth Blaser, River Road, observed something with the brush pick up team and there being a lot of leaves and branches at the curb; many residents are off of their schedule. She and Susan O'Brien watched the pick-up and asked why we don't have a chipper truck to process the brush, dump it and then go back. The Borough should never give up options or it will lose control. She suggested that the Borough do its own thing. We can use the chips on the trails, gardens and provide them to residents.

Councilwoman Chrisner-Keefe said she loved the Owl and thanked Council President Rodriguez and Administrator Casagrande. As Vice Chair of the Recreation Committee, she wanted feedback concerning whether or not the Committee would be a beneficiary for some of the capital funds. The Recreation Committee has had a number of projects in queue, and they are currently waiting to hear on a grant award. Someone was willing to donate \$50,000 for a multi-purpose wall and pay to play interrupted it. There is a financial gap; could be as little as \$5,000 to as much as \$30,000. She understood that capital was tabled to the October 12<sup>th</sup> meeting. The Recreation Committee is also waiting to hear if we can accept the donation of concrete. Councilwoman Chrisner-Keefe said Engineer Gardella tweaked two items to reduce the cost of the project. We can put the concrete out to bid as an option or bid the project as a whole. Councilwoman Koch said students from Rumson-Fair Haven High School presented the idea as paid in full when they proposed it, but they were not aware of prevailing wage, at that time. It was presented as Lacrosse wall to Council not a multi-purpose wall; somehow it morphed into a multi-purpose wall. Administrator Casagrande said the plan was prepared by Spiegle Architect not Engineer Gardella. There is a fully baked plan and Spiegle should be the one handling the bid and other details.

Councilman McCue asked about a damaged slide at Community Center Fields and how we recover or replace and if there is money available for replacement. Park Maintenance funds or capital funds can be used, if Council chooses. Council President Rodriguez asked if there was a recommendation from the Recreation Committee to replace the slide; yes, but we would need a new piece of equipment. Councilwoman Chrisner-Keefe said the committee has initiatives and ideas of what it wanted to do and how they would like to spend the money. There is allotted money through Community Appeals (slides, multi-purpose wall, the fields). A playground for kids is needed at Community Center Fields, as well as, a 5-year plan for the equipment that becomes brittle, over time. The Recreation Committee has a meeting on October 5<sup>th</sup> and they will discuss the playground and other needs.

Denis Fernandes, Cedar Avenue, asked if it will be a multi-purpose wall or lacrosse wall. He asked that the Borough spend money to make it a fully multi-purpose wall so a vast majority of people can use it. Councilwoman Koch said there is no consensus if it will be a lacrosse wall or multi-purpose wall. There was a recommendation for a multi-purpose wall where it can be used for two different sports at the same time, but the location for that is not right. There were also questions as to how we would determine who has priority or do we have users register for a time slot. The student's idea for a lacrosse wall had a turf surface and Engineer Gardella recommended a stone dust surface. Engineer Gardella said we need to look at it because stone dust was for a lacrosse wall. Councilwoman Chrisner-Keefe said the wall would be concrete so soccer, lacrosse, tennis, field hockey, baseball can be played. The group of lacrosse players that raised the funds did so in honor of a teammate that passed, and they wanted it in Fair Haven Fields. Mr. Fernandes said it seems Council is not sure what type of wall it would be and who would be using it. He was told the Borough would make it accessible to any sport or person who wants to use it. If two-sided, the cost would increase and would need an alternate location. Councilwoman Chrisner-Keefe said the Recreation Committee has been patient and may lose the interest if we don't decide.

Borough Clerk Cinquegrana thanked Joe Mule for helping with the various practice sessions in the past week with the Zoom program, laptop and Owl as well as Rumson-Fair Haven High School for loaning and setting up the equipment allowing us to use this hybrid method.

Council President Rodriguez thanked the public for their patience and bearing with Council while coming up with a solid hybrid meeting. We had streamed meetings with Facebook Live and

lost it after a while. Borough Clerk Cinquegrana will work with the Borough's IT to ethernet the Owl and hardwire the process to keep the connection.

There being no further comments or questions, the meeting was closed to the public at 10:34 p.m.

Council went into executive session at 10:34 p.m. and this meeting was reconvened at 10:55 p.m.

**ADJOURNMENT**

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

Time of Adjournment: 10:56 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC/CMR  
Borough Clerk