

**FAIR HAVEN BOROUGH COUNCIL
REGULAR MEETING
DECEMBER 18, 2023**

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

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

THIS MEETING IS BEING HELD IN-PERSON AND THROUGH THE ZOOM MEETING PLATFORM, BEING BROADCAST FROM BOROUGH HALL, 748 RIVER ROAD, FAIR HAVEN, NJ. PUBLIC PARTICIPATION FOR THIS REGULAR COUNCIL MEETING OF DECEMBER 18, 2023 IS AVAILABLE BY CALL IN PHONE NUMBER OR THROUGH WEB CONFERENCE (ZOOM). MEMBERS OF THE PUBLIC WILL BE ON MUTE UNTIL IT IS TIME FOR QUESTIONS 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. 2023-13 AND SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES, THE HUB AND THE STAR LEDGER ON JANUARY 6, 2023 POSTED ON THE BOROUGH WEBSITE, THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND HAS REMAINED CONTINUOUSLY POSTED AS REQUIRED UNDER THE STATUTE.

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

ROLL CALL

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

PRESENTATIONS

The Mayor stated he would like to start the meeting with a proclamation honoring Councilman Rodriguez for what has been an "incredible run" in supporting the Borough of Fair Haven in a volunteer role. Councilman Rodriguez is owed a debt of gratitude for not only the time spent, but for his kindness, sincerity and commitment. Councilman Rodriguez was thanked for his time and leadership throughout his tenure. The Mayor said he has been an incredible leader and has done so much with dignity. The proclamation was read.

Dan Ramirez said it has been a pleasure to serve with Chris as a Scout Master. He asked that Scout, Owen Sweeney, read their own proclamation to be presented. Councilman Rodriguez was Scout Master for Troop 125B and Assistant Scout Master for Troop 125G. Jack Rodriguez presented his dad with a gift from the Scouts. Mr. Ramirez explained the gift, a knife, which symbolizes his service as a Scout Master as well as a member of the governing body; scouts have to learn to use a knife properly and safely. Like a good knife, "public servants are not just born, they are made" to forage through the heat and fury of executive sessions, shaped through the hammer and anvil of public meetings and honed through the friction of the wet stone of public service. We hope all public leaders are as polished and sharp as Chris Rodriguez".

Councilman Rodriguez stated all of this is bittersweet and it has been a long road. He thanked everyone in attendance, especially his wife, Karen, for her wisdom, insight, partnership and for encouraging him to do these acts of volunteerism. He thanked his daughters and son for their support and their own acts of public service/volunteerism and his parents who taught him how to serve. Councilman Rodriguez acknowledged many of the accomplishments from the dais with the present and previous governing bodies (budgets, police promotions, hirings, professionals who make it all happen). He thanked all of those who voted the governing bodies to sit on the dais. It is not easy to be a governing body member; it is rewarding but exhausting. He thanked the Scouts. The presentations and kind words were all touching and meaningful to him and it has been an honor to serve. He will miss it but will support all of the work to be done.

WORKSHOP SESSION

Ana Anttonen, Elise Casey and Maggie Ludman were in attendance to present a proposed Farmers Market. Councilwoman Hoey said there have been conversations over the years regarding a proposed Farmers Market. There is thinking from a strategic standpoint with a well-executed plan to be presented. Ms. Anttonen advised that she, Elise Casey and Maggie Ludman met with Chief McGovern, the Recreation Committee and Green Team to discuss their idea and plan. The Farmers Market would be held on Willow Street, in front of Sickles School, once a month on Saturday from 8:00 a.m. to 1:00 p.m. It is a centralized location that can be accessed by all (walkable from Buena

Vista to Harrison Avenues) and will not take away from the small businesses on River Road. The following vendors have an interest and have signed up: Benchmark Bread, Lusty Lobster, a children's toy shop, people who make dips, etc. The Committee spoke with the Willow Street residents about the program so they are not blind-sided. The Police Department will help with traffic flow. The schedule will be consistent, but flexible for any events that may take place. It would be a May to December event. It has been well received in town and something that would be a great drawing point.

Elise Casey, Green Team member, said it is a collaboration of many boards and commissions. There could be a vendor that has a table to educate on composting; the Green Team is looking to participate in this. It is open for all to participate in.

Councilwoman Koch asked it if would be held rain or shine? Yes, minus high winds and heavy/flooding rains. Vendors like consistency; Fair Haven's location is a huge selling point and they like that they will be in Fair Haven once a month. It was asked if there would be parking on Willow Street; yes, from the crosswalk, on, would be vendors and then from the residences on would be where cars can enter and exit. Walking would be encouraged.

Councilwoman Cole advised that the Active Transportation Plan encourages walking and connection to the business district. It also speaks to the value of a Farmers Market. Mrs. Anttonen said the event would start at 8:00 a.m. vs. businesses opening at 10 am; this will encourage the stores in town to open early to sell their items on the sidewalk and will also encourage the public to visit Fair Haven's stores. Councilwoman Cole suggested populating the walkway from the school to the businesses near Smart Start to access the Farmers Market. It was suggested that the Farmers Market should work closely with the Business Association. She fully encouraged the Farmers Market and supports it. Administrator Casagrande said the Borough would need to know what the plan is for the police and DPW's time; Mrs. Anttonen said money will be collected for participation to help offset support costs. Attorney Sobel asked if it is a non-profit/501C? No, it is small and not for profit. They are willing to form one if the Borough requests it be done. It was asked who would submit the check for police and DPW services. The Committee was encouraged to meet with the Fair Haven Business Association to discuss this initiative.

Mayor Halpern said this relates to the business community and asked if the Business Association could have a table at these markets; yes. The governing body was advised that licensing is done through the Jersey Shore Regional Health Commission; they have their own system for Farmers Markets and the vendors will have their own licenses.

With regard to the proposed Brush and Leaf Schedule/Regulations, a Power Point presentation was provided by Councilman LaBarbera which was also shared via Zoom. The process and discussions have been ongoing for the past 10 months and he wanted to level set so all of the information is in one place. Each slide starting with background was reviewed beginning with resident concerns regarding inefficiencies with brush and leaf pick up. This is not one dimensional as brush and leaves are consistently on Fair Haven streets. There were 12 volunteers from the community, Administrator Casagrande, Engineer Gardella, Betty Ann Berube (Director of Communications and Administrative Assistant) and Brock Siebert (Code Enforcement) that formed a committee to review the schedule, pros, cons, improvements. There has been a concern for locations where brush and leaves are placed which conflict with bike paths and parking spaces. In August, we removed 57 tons (114,000 pounds) of debris from the storm drains. Brush is not whole tree removal. Enforcement guidelines are not severe enough and fines are not a deterrent as most residents said they would pay vs. following the Borough's schedule. About 22% of taxes only contribute to the municipal budget, providing certain budgetary constraints.

The Brush and Leaf Committee review process was provided. They looked at 10 different town's procedures, a review of master logs (broken down by month) that Fair Haven has dating back to 2011 for this service and practical considerations. Engineer Gardella has a detailed list of DPW tasks done on a daily basis and the time associated. Acts of nature are a separate category.

Three primary changes were reviewed: increased service, safety, clean streets (Stormwater Management, street sweeping). Also, proposed changes: communication is key for the changes as well as enforcement, the schedule and the brush can. We are the only municipality that brings its leaves to a farm for processing.

This matter will be workshopped next year with an ordinance introduced and adopted and then education and implementation. There will be an increase in service (can and brush aside); we are allowing rolling leaf pick up and a spring and fall clean up. Councilman LaBarbera reviewed the frequency of pick-ups as well as the can program. Engineer Gardella was in attendance for anyone who had questions about the program/system. Trimmings or pruning that are no longer than 4" diameter and 4' long will be picked up.

Councilwoman Cole loved the idea but implementing it will take time and enforcement needs to be metered out over time. Councilman LaBarbera said there is a need to educate and communicate what the new schedule and what brush is; any woody material and clippings. Leaves and brush remain separate collections, like we have now. The new program is not going to be 100% successful and there may be a need to make corrections based on what is encountered during 2024. We are using best practices from other municipalities. Councilwoman Hoey felt this new program will be great and there are still consistencies for the months that pick up occurs as well as an increase in service (a spring and a fall pick up and rolling leaf pick up). The Council discussed the proposed new schedule including the pros and cons. The governing body is solving a problem that the residents came to us with. Change is hard and can take time to adjust.

Engineer Gardella said one of the things looked at was the inefficiency of brush collection; currently, there are 4 staff members out 12-15 days a month working on the collection, raking, scooping, disposal. We have the data and the amount of material picked up for each month. With the new schedule, the DPW staff would go out on Tuesdays with one piece of equipment vs. several trucks/equipment being used freeing up manpower for other tasks. The first year will not be perfect, but we will learn from the implementation and adjust accordingly.

Councilwoman Koch was concerned with the schedule for Fair Haven and River Roads having rolling pick up due to bike sharrows and parking spaces. This was discussed, in depth, and the rolling pick up gives DPW the flexibility to police leaf pick up with safety in mind. She asked if there would be costs to the homeowner with opting in; yes, we are passing the cost of the can to them but it will be cheaper through Fair Haven Hardware vs. Lowes or Home Depot. Most residents will not opt-in as they use landscapers so it did not make sense to provide a can to all residences.

Councilwoman Cole asked what an alternative to brush disposal would be if a can is not purchased by a resident; it can be brought to a facility. There are also options that are not evident. Councilman LaBarbera said the Borough can work with the Green Team. Engineer Gardella stated that neighbors can share brush cans too as they may not have a lot of brush material for each pickup.

The Power Point presentation will be posted on the website for the public to review and ask questions.

PUBLIC COMMENT ON AGENDA ITEMS

The meeting was opened to the public for comments or questions at 8:10 p.m. Bill Perkins, Hance Road, loved the rolling brush and leaf pick up idea, but was concerned about the beginning of the year. Councilman LaBarbera said there are two full weekends of preparatory work before a pick-up. It was asked if a resident can buy more than one can; yes. Mr. Perkins asked when the catch basins were last cleared out; 10 years ago. He asked for a no parking schedule to allow for a full unhindered pick up and street sweeping. He made a comment on fishing and crabbing being the only matter addressed in the ordinance listed for hearing and adoption. Other matters should be addressed such as the coolers, tents and mattresses for other locations and purposes. Attorney Sobel advised that an additional ordinance can be adopted. Mr. Perkins felt there is a loophole and prohibitions should apply across the board. Some things should apply to other areas in the Borough. He was advised that the governing body wanted to roll out an initial ordinance and we can make adjustments, as needed.

Michal DiMiceli, River Road, asked if there are plans to clean out pipes more than every 10 years. She suggested it be done more often with general clean-ups for problem areas in the Borough. She was advised that is the plan. She thanked Councilman Rodriguez for what he has done for the Borough.

Chris Hempstead, Willow Street, thanked Councilman Rodriguez for his tireless work, friendship and always being fair. With regard to the new brush and leaf pick up, he suggested a rolling period with a single Zone first and the Borough subsidizing the cans for the trial. He asked that leaves be able to be bagged. With regard to the proposed Farmers Market, he liked the idea and felt maybe they can use McCarter Park for the event so traffic is not impeded.

Susan O'Brien, River Road, spoke about the new brush and leaf program and clarified the green can would be for branches, bush trimming and anything woody...not for weeds, flowers, vines, leaves and grass. She stated landscapers do not necessarily take the debris away with them so those folks may need a green can for their brush.

Ruth Blaser, River Road, agreed that people should be able to use a chair on the dock. She suggested the Borough check with Little Silver regarding the green can program they had and then gave it up. This is an unnecessary regulation being considered for the residents. Chairs at the dock

does not apply just to the dock, but also applies to all Borough owned waterfront properties. Folding chairs should be allowed. She said Sea Bright is comparable to Fair Haven and they pick up garbage year-round, twice a week and every Thursday you can put your bulk out. The Mayor noted her comments and said they would put undue costs on the Borough and residents which she always advocates against. She requested that the library be moved to a second floor in another location such as the police department. Mayor Halpern advised the Borough saved \$14 million on the DPW and Police Department/Community Center designs. This governing body is making decisions with taxpayers in mind and doing our best.

Mark Olson, Cambridge Avenue, asked if costs per yard or per scoop of leaves or brush were calculated; yes.

There being no further comments or questions, the meeting was closed to the public at 8:29 p.m.

APPROVAL OF MINUTES

Councilmember LaBarbera made a motion to approve the Regular Meeting minutes of October 23, 2023, second by Councilmember Rodriguez

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

Negative: None

Abstain: None

Absent: Councilmember Neff

Councilmember LaBarbera made a motion to approve the Regular Meeting minutes of November 13, 2023, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

Councilmember La Barbera made a motion to approve the Executive Session minutes of November 27, 2023, second by Councilmember Cole

Affirmative: Councilmembers Cole, Koch and LaBarbera

Negative: None

Abstain: Councilmembers Hoey and Rodriguez

Absent: Councilwoman Neff

OLD BUSINESS

HEARING AND ADOPTION OF ORDINANCES

1. Ordinance No. 2023-19, Add Section 9-6: Fishing and Crabbing Regulations from Public Streets, Rights of Way and Waterfront Properties

AN ORDINANCE SUPPLEMENTING CHAPTER 9: "PARKS AND RECREATION AREAS" OF THE BOROUGH'S REVISED GENERAL ORDINANCES WITH NEW SECTION 9-6: "FISHING AND CRABBING" TO ESTABLISH REGULATIONS FOR PERMISSIBLE FISHING AND CRABBING FROM PUBLIC STREETS, RIGHTS-OF-WAY AND BOROUGH WATERFRONT PROPERTIES

On motion of Councilmember LaBarbera, second by Councilmember Koch with Ayes by all present, Mayor Halpern opened the meeting for comments or questions at 8:30 p.m.

There being none, the hearing was closed to the public at 8:30 p.m. on motion of Councilmember LaBarbera, second by Councilmember Koch with Ayes by all present.

Offered for adoption by Councilmember Rodriguez, second by Councilmember LaBarbera

Affirmative: Councilmembers Hoey, Koch, LaBarbera and Rodriguez

Negative: None

Abstain: Councilwoman Cole

Absent: Councilmember Neff

NEW BUSINESS

Council Committee Reports

Finance - Mayor Halpern advised that in the beginning of fall, there was a need on the Finance

Committee and Councilman Rodriguez did not hesitate by stepping right in to fill the need. Councilman Rodriguez advised that the Finance Committee was supposed to meet this month, but the meeting was moved to the new year.

Police, Fire & OEM - Councilman Rodriguez said that he and Councilman LaBarbera continue to work with the fire company on items for next year.

Personnel - Councilwoman Hoey reported that today's Borough Buzz stated Annette Bufano is retiring after 21 years of services to the Fair Haven Library and the community. The Borough is vetting a number of candidates for various roles in the Library. There is a team being brought in via a resolution this evening. There are a lot of great ideas. She wished Annette the best in retirement.

Parks and Recreation - Councilwoman Hoey reported the committee met at the beginning of the month and discussed the proposed Farmers Market, other programs and repairs needed at the playgrounds. AEDs were installed; we have four installed with a 5th to be installed at the Community Center once constructed. She advised where all AEDs are located (one at the Fair Haven Fields playground next to the concession stand, one at the batting cages, Bicentennial Hall, Borough Hall and DPW). The units give verbal step by step instructions on use and can be used on both adults and children. The maintenance of this equipment is done by our police department.

Planning Board - Councilwoman Koch advised there is not a meeting this month due to lack of agenda. The next meeting will be January 16th which will be their Reorganization Meeting.

Zoning Board of Adjustment - Councilman LaBarbera advised the Zoning Board held their final meeting for the year at the beginning of the month. They will pick back up on January 4th.

Engineering and DPW - Councilman LaBarbera advised McCarter Pond work has been completed and we are waiting on the report. Street Lighting should go out to bid soon. The Fair Haven Road Survey is being approved tonight (Resolution No. 299) and the project needs to be awarded by April. Microprojects continue moving forward.

Borough Facilities - Councilman LaBarbera gave a wrap up for year end. The Police Department/Community Center foundations will be backfilled, waterproofed, and they will pour the slab before winter. There will be some steel delivery at the park in February. There was a walk through with the Historic Commission. The DPW facility is green lit and will start no later than February 1, 2024. Resolution No. 2023-298 approves the license plate reader for (hardware to do "near real time" license plate reading for illegal dumping). A groundbreaking ceremony will occur in mid-January. The fuel tank will be addressed in January. Off-site improvements for Maple Avenue will be handled in house. There have been multiple meetings for Bicentennial Hall with an updated draft plan.

Borough Communications and Community Outreach - Councilwoman Cole reported there was a meeting last week to workshop the brush and leaf communications. There are two drafts drawn up; one showing all services (trash/recycle, bulk, leaf/brush and street sweeping) on one page and if it doesn't work or convey the information the way we want it to, we would illustrate brush and leaf pick up separately. We are looking to develop a QR Code to prompt a user to key in their address to populate what zone they are in.

The Environmental Commission met on December 13th and they are working on the annual report. The Green Team held its sport swap and it worked well; they hope to hold it twice a year. Shade Tree met on December 6th and they are preparing their annual report. Krystie Larsen is phenomenal and has a running log for tree permit removal. There were 233 trees approved for removal and some trees have been replaced. With the Shade Tree, tree buying program, there were 56 trees planted. The Grant Committee is meeting later this month. Green Acre funding has an open round with two opportunities, one being a Universal Playground for those with disabilities and another for planning acquisition for open space. They are worth taking a look at as there is \$700,000 available.

The Fair Haven Business Association hosted, with the Recreation Department, a Holiday Stroll. The Borough should review and look at additional safety measures for next year's event. The Historic Association of Fair Haven is hosting a wishing tree and coat drive at Bicentennial Hall.

CONSENT AGENDA
RESOLUTIONS

1. Resolution No. 2023-291, Executive Session - Personnel

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. 2024 Staffing

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 Councilmember LaBarbera, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

2. Resolution No. 2023-292, Payment of Vouchers

BE IT RESOLVED by the Governing Body of the Borough of Fair Haven that the vouchers listed for payment on the December 18, 2023 Bill List are hereby approved and the Finance Department is hereby authorized to release payment to the various vendors.

2022 CURRENT FUND ACCOUNT	\$ 4,764.90
2023 CURRENT FUND ACCOUNT	\$ 1,662,728.48
GENERAL CAPITAL	\$ 488,814.42
GRANT FUND	\$ 956.53
PAYROLL AGENCY	\$ 16,245.37
OTHER TRUST	\$ 2,834.19
	\$ 2,176,343.89

The Mayor asked Administrator Casagrande if she had an update with regard to the Surenian Nolan Edwards bill that was pulled from the November 27th bill list. She advised that she spoke with Mike Edwards, Esq. regarding his memo and verified what he did for Fair Haven. The bill was Fair Haven specific and should be paid.

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

3. Resolution No. 2023-293, Approve Execution of Release Agreement with Annette Bufano, Assistant Librarian

WHEREAS, Annette Bufano will retire from the Fair Haven Public Library effective January 1, 2024 and has executed an Accrued Leave Time Release Agreement, as per the attached Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that a payment release for unused accrued leave time in the amount of \$5,925.94 to Annette Bufano be authorized.

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

4. Resolution No. 2023-294, Hire Part-time Library Assistants: Anne Cosgrove, Lynn Shaw, Jennifer Glover and Laura Anderson

WHEREAS, there is a need to hire part-time Library Assistants for the Fair Haven Public Library; and

WHEREAS, the Borough Administrator and the Personnel Committee recommend the appointments of Anne Cosgrove, Lynn Shaw and Jennifer Glover to fill this part-time position; and

WHEREAS, Laura Anderson will be hired as a part-time Substitute Library Assistant to cover absences, as needed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Anne Cosgrove, Lynn Shaw, Jennifer Glover and Laura Anderson be appointed as part-time Library Assistants, retroactive to December 1, 2023 at an hourly rate of \$20.00 with hours not to exceed 20 hours per week.

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

5. Resolution No. 2023-295, Accept Blanket Street Opening Bond from NJ American Water in lieu of Cash Repair Deposit

WHEREAS, Subsection 15-1.8 of Ordinance No. 2023-04 allows for the posting of a surety bond by utility companies for street opening projects in lieu of posting individual cash repair deposits renewable on a yearly basis; and

WHEREAS, NJ American Water has posted Bond No. 106115690 from Travelers Casualty and Surety Company of America in the amount of \$100,000 to cover cash repair amounts for their projects or need to open the street or right of way within the Borough of Fair Haven.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Bond No. 106115690 posted by NJ American Water in the amount of \$100,000 is hereby accepted.

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

6. Resolution No. 2023-296, Approve Amendments to the Borough's Policies and Procedures Manual

WHEREAS, the Borough of Fair Haven, County of Monmouth, State of New Jersey (the "Borough") has been encouraged by the Municipal Excess Liability Joint Insurance Fund to update its employment policies and procedures manual as part of its Best Employment Practices Program; and

WHEREAS, the Borough desires to update its employment policies and procedures by amending and updating its Personnel Policies and Procedures Manual, in accordance with law.

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Fair Haven does hereby adopt and implement, effective December 18, 2023, the amended Policies and Procedures Manual attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be transmitted to the Municipal Excess Liability Joint Insurance Fund.

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

7. Resolution No. 2023-297, Approve 2023 Municipal Budget Transfers

WHEREAS, pursuant to N.J.S.A. 40A:4-58, appropriation transfers are allowable during the last two months of a fiscal year; and

WHEREAS, it is deemed necessary that said transfers be done through various accounts.

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 following transfers are made in the 2023 budget appropriations:

<u>FROM</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
3-01-26-310-257	Buildings & Grounds-Firehouse Repair	\$ 1,500.00
3-01-31-446-276	Natural Gas - Utilities	\$ 2,000.00
Total		\$ 3,500.00

<u>TO</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
3-01-26-290-202	Streets and Roads-Contractual Services	\$ 1,500.00
3-01-31-445-276	Water - Utilities	\$ 2,000.00
Total		\$ 3,500.00

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

Affirmative: Councilmembers Cole, Hoey, Koch, LaBarbera and Rodriguez
Negative: None
Abstain: None
Absent: Councilmember Neff

8. Resolution No. 2023-298, Approve Small Ticket Capital Purchase: Police Department

WHEREAS, Ordinance No. 2020-03 adopted on July 27, 2020 provides for the acquisition of various equipment, infrastructure improvements and improvements to public buildings and grounds; and

WHEREAS, a small ticket capital requests has been made as follows:

Police Department

- ALPR Camera (addon PT-3160-HD36ALPR Not to Exceed \$ 12,000.00

WHEREAS, the above equipment will be purchased through Packetalk under State Contract No. T3121.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that the above capital item expenditure is hereby approved.

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

Affirmative: Councilmembers Cole, Hoey, Koch, LaBarbera and Rodriguez
Negative: None
Abstain: None
Absent: Councilmember Neff

9. Resolution No. 2023-299, Award Proposals to Leon S. Avakian, Inc.: Fair Haven Road Survey and Base Mapping and Surveying/Easement Preparation for Block 77, Lots 2 and 3

WHEREAS, Resolution No. 2023-01 appointed Peter R. Avakian, P.E., P.L.S., of Leon S. Avakian, Inc. as the Borough’s Consulting Engineer; and

WHEREAS, there is a need for Surveying and Base Map Services for the Fair Haven Road, Phase II Project and Leon S. Avakian, Inc. has provided a proposal for said work in the amount of **\$14,980**; and

WHEREAS, there is a need for Survey Services and Easement Preparation for Block 77, Lots 2 and 3 for possible sidewalk installation as part of the Fair Haven Road, Phase II project and Leon S. Avakian, Inc. has provided a proposal for said work in the amount of **\$850 per lot**.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven, that Leon S. Avakian, Inc. is authorized to conduct said work and the Finance Department is authorized to pay at each amount as noted in their proposal, attached to this resolution as Exhibit A, upon completion of the work.

Offered for adoption by Councilmember LaBarbera, second by Councilmember Koch

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

Negative: None

Abstain: None

Absent: Councilmember Neff

Reports of Departments

October 2023

-Tax Collector

November 2023

-Municipal Clerk

-Dog License

-Tax Collector

-Municipal Court

-Police Report

-Budget Status

Motion to accept the reports, as submitted, moved by Councilmember LaBarbera, second by Councilmember Koch with Ayes by all present.

GOOD OF THE BOROUGH

Mayor Halpern opened the meeting to the public for comments or questions at 8:49 p.m. Councilman Rodriguez publicly apologized to his mom and sister for advising them to not attend this evening's meeting as he did not realize there would be presentations to him. He appreciated the sentiments and said he is going to miss being on Council.

Mayor Halpern thanked Councilwoman Neff who served a three-year term. She spent a lot of personal time volunteering for the Borough. Being that this is the last Council meeting of 2023, he thanked this governing body for its accomplishments this year; it was monumental and could not have been done without the staff support (Administration, Borough Hall Staff, Police Department, DPW and all volunteers). It was a successful year and he is thankful!

Administrator Casagrande advised that she read the newspaper over the weekend and noted there is a lake wide community clean up in Lake Hopatcong once a year. There is a potential now that we could do the same with McCarter Pond through the Environmental Commission.

Susan O'Brien, River Road, said there was some concern about leaves along River Road. Ordinance No. 2009-10 states that residents on River Road can place leaves in plastic bags. She noted that it states that grass clippings are forbidden at the landfill which is not correct as they now take grass clippings; this language change should be made when updating the ordinance. She advised that she lost Sunday for leaf pick up this month and asked if there would be another sweep before the end of the year because she has a small bit out. Engineer Gardella said DPW cleaned River Road in anticipation of the storm this past weekend. Zone C pick up began today so there is a chance that her leaves will be picked up if the schedule was "jumped" in preparation for the storm. Mrs. O'Brien noted summonses are going out to her neighbors for mixed material (leaves and branches).

Councilwoman Cole proposed that the Borough look at the Master Plan to identify what is left undone. What seems to be remaining is the Business District Vision Plan and the Conservation and Management element. The Planning Board is not busy right now, which might be ideal to have them evaluate the outstanding items.

There being no further comments or questions, the meeting was closed to the public at 8:57 p.m.

The Council went into executive session at 9:03 p.m. and this meeting was reconvened at 9:17 p.m.

ADJOURNMENT

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

Time of Adjournment: 9:18 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC
Borough Clerk