

**March 7, 2011**

Mayor Donald Burden called the meeting to order at 7:30 PM. Mayor Burden read the Presiding Officer's Statement. Present were Council Members DeNofa, DeSalvo, Dodge and Pellegrino. Council Members Meyer and Menapace were absent. Also present were Borough Administrator Thomas Seaman and Borough Attorney Martin Barger.

**Salute to Flag**

Mayor Burden led the Salute to the Flag.

**Approval of Minutes: Council Meeting February 22, 2011**

A motion was made by Councilman DeNofa, seconded by Councilman Dodge to approve the meeting minutes of February 22, 2011. The motion was approved by Roll Call Vote with all members present voting yes.

**Resolution #2011-20 Amended (Support Prohibition of Right Hand Turn From Rt. 35 Northbound Onto Silverbrook Rd. Eastbound Between the Hours of 6:00AM – 9:00 AM and 3:00 PM – 6:00 PM, Monday through Friday)**

The Mayor noted that this has been in the works for years and that there is finally resolution on this issue from the State for our residents. He stated that a lot of the work on this project was conducted by the Traffic Ad Hoc Committee who supplied the Borough with recommendations and he felt they deserved to be recognized for their efforts. A motion was made by Councilman Pellegrino, seconded by Councilman Dodge to approve Resolution 2011-20 Amended. The motion was approved by Roll Call Vote with all members present voting yes.

**Resolution #2011-24 (Appropriation Reserve Transfer No. 4)**

Administrator Seaman explained that this is a standard appropriation reserve transfer from our 2010 budget totaling \$33,500.00 to pay some bills. A motion was made by Councilman DeNofa, seconded by Councilman DeSalvo. The motion was approved by Roll Call Vote with all members present voting yes.

**Resolution #2011-25 (Emergency Temporary Budget Appropriation #1)**

Administrator Seaman explained that this is for our 2011 temporary budget that we must work from until the borough budget is adopted. A motion was made by Councilman Dodge, seconded by Councilman Pellegrino. The motion was approved by Roll Call Vote with all members present voting yes.

**Resolution #2011-26 (Authorizing Entitlements for the Retirement of Captain Timothy Spencer)**

Mr. Seaman explained that Captain Spencer's official retirement date is 7/31/11 and that he will be paid a lump sum for his vacation time and will be on terminal leave until that date. A motion was made by Councilman Pellegrino, seconded by Councilman Dodge. The motion was approved by Roll Call Vote with all members present voting yes.

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**Resolution #2011-27 (Authorization for Refund of Overpayment of Taxes)**

Administrator Seaman explained that this is for an overpayment of taxes for Block 5, Lot 11 of a totally exempt property for 2011. A motion was made by Councilman DeNofa, seconded by Councilman DeSalvo. The motion was approved by Roll Call Vote with all members present voting yes.

**Authorize Mayor to Sign the ATM Service Agreement with ATM Services LLC**

Mayor Burden stated that this is the service agreement that we had on the agenda the last meeting however a couple of issues needed to be addressed. Mr. Seaman stated that he had spoken with ATM Services LLC and they agreed to a one year renewable contract as well as lowering the number of transactions required from 150 to 100 a month. A motion was made by Councilman Pellegrino, seconded by Councilman Dodge. The motion was approved by Roll Call Vote with all members present voting yes.

**Authorize Mayor and Clerk to Sign the Contract Renewal for Borough Engineer for 2011**

Councilman DeNofa stated this contract renewal would cover the 2011 year for our Borough Engineer Dave Cranmer's services. Mr. DeNofa noted there was no increase in his fee schedule and Mr. Cranmer has been the engineer of record for the Borough. A motion was made by Councilman DeNofa, seconded by Councilman Dodge. The motion was approved by Roll Call Vote with all members present voting yes.

**Approval: Raffle #2011-02: Shrewsbury Hose Company #1 @ 783 Broad St., Shrewsbury on 7/04/11**

A motion was made by Councilman Pellegrino, seconded by Councilman Dodge to approve Raffle License #2011-02 for Shrewsbury Hose Company #1 @ 783 Broad St., Shrewsbury, to be held on 7/04/11. The motion was approved by Roll Call Vote with all members present voting yes.

**Administrator's Report**

Administrator Seaman reported that the Directory would be going out by the end of the week. He reminded everyone that the Newsletter article deadline is Thursday, March 10<sup>th</sup>.

Mr. Seaman stated that the Council should have received a copy of the 2010 Audit. He pointed out that there weren't any comments or recommendations from the auditors which spoke well for the Borough.

Mr. Seaman discussed the changes to the Homestead Rebate Program with the Council. He referred to Local Finance Notice 2011-6 which states that the Homestead Rebate Program will now be handled through the municipal tax billing system. Mr. Seaman explained that residents who qualify will be on a list issued by the State and will receive credit on their 2<sup>nd</sup> quarter tax bill. Mr. Seaman stated that the State will be paying the Borough directly which will necessitate sending out adjusted tax bills to those affected. He noted that the Borough will be reimbursed by the State for the printing and mailing cost.

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Mr. Seaman referenced a letter from the Two River Reclamation Authority in which they advised the Borough that they had passed a new rule concerning connection fees, increasing the cost for individuals to \$4,500.00.

### **Reports of Council**

**Councilman DeNofa** reported that brush collection will commence on or about March 8, 2011, weather conditions permitting. Mr. DeNofa stated that the tennis court locks will be installed as soon as possible and he advised the Council that he will update them on the status after Mr. Wentway addresses this issue with Dunlop.

Councilman DeNofa informed the Council that the issues with the gas pump have been resolved. Hoffman, LLC has checked the new hose, splash guard, flow restrictor and nozzle and has stated it is now in good working order.

Mr. DeNofa stated that the Patterson Park ball field work has begun with DPW clearing out the "little woods" between the field and the Drucker's property which will create a more usable area for families. He stated that this work was a culmination of discussions with the Drucker family, the Shade Tree Commission and the Environmental Commission. Mr. DeNofa noted that this will be an on-going project which will involve the clearing of the underbrush, removal of certain gum tress and dead trees, a fence being installed along the property line between the Druckers' and the Borough property as well as the planting of grass in that area. He informed the Council that the fence installation will commence in approximately a 1 to 2 month time frame with the agricultural work being completed by the end of year. He stressed that this is an ongoing project with so specific bench marks outlined as the DPW will complete work there in between the maintenance of the parks and other town issues. Mr. Seaman stated that the Borough will be using Open Space trust fund money that is already in place so there will be no additional budgeting requirements.

Councilman DeNofa announced the retirement of Frank Clark from the Borough after 39 plus years. He commented that on a personal note he will be greatly missed for both his vast knowledge and his great personality. Councilman Dodge questioned "how do you replace a legend?" Councilman DeNofa stated, "You can't."

Mr. DeNofa reported that he had met with Dave Cranmer, the Borough Engineer, and that Hovnanian is looking to start work on or about August 1, 2011. He updated the Council on other issues such as Trader Joe's opening being set for March 11<sup>th</sup> and Sea Shore Estates approximate start date being 4/1/11. Mr. DeNofa stated that they are currently pumping out the retention basins that are filled with water from the storms and he noted that this will be on-going until the drainage piping is installed.

On another note, Councilman DeNofa reported that the RBR Board of Education moved the budget meeting from March 16<sup>th</sup> to March 14<sup>th</sup> and although he wouldn't be able to attend that Councilmen Dodge and Meyer's from the Finance Committee would be in attendance.

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**Councilman DeSalvo** had nothing to report.

**Councilman Dodge** reported that the Finance Committee will meet with the Tax Assessor, Steve Walters, to allow him the opportunity to meet with the new Finance Committee members.

**Councilman Pellegrino** reported that EMS week starts May 13<sup>th</sup> and Shrewsbury First Aid Squad plans to have an open house where all the various emergency services departments will be present to show the community what first aid is all about. He noted the Open House is planned for May 15<sup>th</sup> and that once everything is decided they would be sending an article to Tom Seaman for the newsletter.

Mr. Pellegrino noted that plans were underway to have the Shrewsbury Borough Elementary School involved in an emergency evacuation drill which is planned for May 15<sup>th</sup>. They will perform an exercise in several aspects of emergency services which will involve the traditional fire drill with the addition of an increased emergency placed during the drill. Mr. Pellegrino explained the process they would be using to move the students from one place to another to test out the different aspects of equipment as well as the process itself. He noted this exercise would be carried out regardless of the weather.

Councilman Pellegrino stated that they are planning a mass causality drill at the elementary school probably sometime in the fall at which time they will also involve the public.

### **Mayor's Report**

Mayor Burden stated that with the approval of Council he would like to appoint Carolann McLoughlin to be the Shrewsbury Representative to the Office of the Aging at the County. The Mayor commented that Carolann has graciously agreed to do this and he felt the Senior Homesteaders will benefit by much of the information that she will be imparting.

*A motion was made by Councilman Dodge, seconded by Councilman Pellegrino to approve the appointment of Carolann McLoughlin as the Shrewsbury Representative to the Office of the Aging at the County. The motion was approved by Roll Call Vote with all members present voting yes.*

The Mayor welcomed Ms. McLoughlin aboard. Additionally he acknowledged the Clerk for the letter he received from Roger LeValley for the work she has been doing in providing assistance to the Senior Homesteaders.

The Mayor noted that 5 members of the Council and the Administration attended the MEL-JIF meeting on March 23<sup>rd</sup> each attendee will receive a \$250 credit for attending which he pointed out is a nice savings for attending a very informative meeting.

The Mayor shared with the Council the meetings he had attended which included the Planning Board meeting of February 24<sup>th</sup>, the Budget Cutting Seminar that was held in Atlantic Highlands,

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the Two River Council of Mayors meeting which was held on March 5<sup>th</sup> at which Assemblyman Declan O'Scanlon spoke about the budgetary issues being addressed in Trenton which he found very informative.

The Mayor reminded everyone of the March 10<sup>th</sup> Newsletter deadline which he pointed out was an important vehicle for the different organizations within the Borough to convey updates and information to the residents. Mayor Burden reminded everyone that on March 24<sup>th</sup> the Freeholders would be holding their meeting in the Borough Meeting room at 7:00 PM.

The Mayor stated that on March 17<sup>th</sup> he has scheduled an exploratory meeting with Freeholder Lillian Burry regarding the Wardell House and additionally he would be meeting with Hovnanian to go over the "builder's agreement". Mayor Burden also advised the Council that he and Mr. Seaman would be attending a budget seminar at the PNC the next day.

**Correspondence**

The Clerk stated there was nothing additional to add.

**Open Meeting to the Public**

A motion was made by Councilman Pellegrino, seconded by Councilman DeNofa to open the meeting to the public. The motion was approved by Roll Call Vote with all members present voting yes.

**Close meeting to the Public**

Seeing no one to speak, a motion was made by Councilman DeNofa, seconded by Councilman Pellegrino to close the meeting to the public. The motion was approved by Roll Call Vote with all members present voting yes

**Payment of Bills**

A motion was made by Councilman Dodge, seconded by Councilman Pellegrino to authorize payment of all bills as submitted by the Chief Financial Officer, which amounted to \$427,516.24. The motion was approved by Roll Call Vote with all members present voting yes.

**ADJOURNMENT**

A motion to adjourn was made at 7:58 PM by Councilman DeNofa, seconded by Councilman Dodge and approved by Roll Call Vote with all members present voting yes.

Attest: \_\_\_\_\_  
Kathleen P. Krueger, RMC – Municipal Clerk

Approve: \_\_\_\_\_  
Donald Burden, Mayor