

Meeting Called to Order

The public meeting convened at 7:00pm.

Presiding Officer's Statement

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the required 48 hour advance notice of this meeting was given by mailing/faxing a copy of the agenda to the Asbury Park Press and the Two River Times, in addition to posting on the bulletin board in the Municipal Building on July 13, 2018 by the Municipal Clerk.

Roll Call

Present: Councilman Erik Anderson
Councilwoman Deidre DerAsadourian
Councilman Donald Eddy
Councilwoman Kim Doran Eulner
Councilman Peter Meyer

Also Present: Mayor Donald W. Burden
Peter Kenney Esq., for Martin M. Barger, Borough Attorney
Thomas X. Seaman, Borough Administrator
Maureen L. Muttie, Borough Clerk

Absent: Councilman Jeff DeSalvo

Salute to Flag

Led by Mayor Donald W. Burden

Approval of Minutes: May 21, 2018

Councilwoman Eulner motioned to approve the minutes, seconded by Councilwoman DerAsadourian and approved by the following vote:

Ayes: DerAsadourian, Eulner, Meyer
Nays: None
Abstain: Anderson, Eddy

Approval of Minutes: June 4, 2018

Councilman Anderson motioned to approve the minutes, seconded by Councilman Eddy and approved by the following vote:

Ayes: Anderson, DerAsadourian, Eddy
Nays: None
Abstain: Eulner, Meyer

Approval of Minutes: June 18, 2018

Councilman Anderson motioned to approve the minutes, seconded by Councilwoman Eulner and approved by the following vote:

Ayes: Anderson, DerAsadourian, Eddy, Eulner
Nays: None
Abstain: Meyer

Consent Agenda

- a. Resolution 2018-073 Resolution Awarding Contract for 2018 Roadway Improvement Program
- b. Resolution 2018-074 Resolution Approving Joint Purchase Agreement with Oceanport – Sea Bright for Hot Box
- c. Resolution 2018-075 Resolution Authorizing Use of Municipal Debit/Credit Cards by Certain Officers and Employees of the Borough of Shrewsbury
- d. Resolution 2018-076 Resolution Approving Performance Guarantee Reduction – Lightbridge Academy
- e. Resolution 2018-077 Resolution to Hire Temporary Staff for the 2018 Summer Recreation Program and Setting Salaries
- f. Resolution 2018-078 Approval of Shrewsbury First Aid Squad “Can Shake” Fund Drive – Route 35 and Sycamore Avenue – October 20th (Rain Date October 27th)
- g. Resolution 2018-079 Approval to Conduct Block Party on Brady Road (Shrewsbury Meadows) August 5th

The Municipal Clerk requested that *Resolution 2018-080 - Resolution Extending Grace Period for Payment of 3rd Quarter 2018 Taxes* be added to the Consent Agenda.

Mr. Seaman explained once the tax bills go out the grace period is 25 days. This information will be posted on the website in addition to a notice being mailed with the tax bills. Since there will be no meeting again until August 20th, Mr. Seaman requested that this resolution be approved at this meeting.

Mayor Burden added Resolution 2018-080 to the Consent Agenda as Consent Agenda Item “h”.

Councilman Eddy motioned to approve Consent Agenda Items “d through h”, seconded by Councilwoman Eulner and approved by the following roll call vote:

Ayes: Anderson, DerAsadourian, Eddy, Eulner and Meyer
Nays: None
Abstain: None

In regards to Consent Agenda Item “a”, Councilman Anderson explained the 2018 Roadway Improvement Program went out to bid – four bids were received. Black Rock LLC came in with the lowest bid which was approximately \$10,000 above what was estimated the project cost to be. This is due to the increase cost of asphalt. The Borough Engineer advised Councilman Anderson that Black Rock has the ability and capability to do this project and he has no problem with Black Rock LLC handling the project.

Councilman Anderson motioned to approve Consent Agenda Item “a”, seconded by Councilwoman DerAsadourian and approved by the following roll call vote:

Ayes: Anderson, DerAsadourian, Eddy, Eulner and Meyer
Nays: None
Abstain: None

In regards to Consent Agenda Item “b”, Councilman Anderson explained in an effort to enter shared services with other communities, Shrewsbury Borough along with Oceanport and Sea Bright, purchased a Hot Box to be used to repair pot holes in the communities. By entering this agreement, the Borough saved \$24,000.

Councilman Anderson motioned to approve Consent Agenda Item “b”, seconded by Councilwoman DerAsadourian and approved by the following roll call vote:

Ayes: Anderson, DerAsadourian, Eddy, Eulner and Meyer
Nays: None
Abstain: None

In regards to Consent Agenda Item “c”, Councilman Eddy explained as businesses move to the electronic age, we are finding that either items can’t easily be procured locally or fewer and fewer companies easily take POs at a reasonable price. With the digital age, the use of municipal debit/credit cards will improve the purchasing process for not only local purchases, but also handle situations where a PO is not practical. Councilman Eddy commented that this does not replace the PO process; POs will still be the Borough’s primary purchasing path.

Councilman Eddy motioned to approve Consent Agenda Item “c”, seconded by Councilwoman Eulner and approved by the following roll call vote:

Ayes: Anderson, DerAsadourian, Eddy, Eulner and Meyer
Nays: None
Abstain: None

Administrator's Report

- Mr. Seaman reiterated that no plastics bags should be used for recycling materials. DeLisa informed Mr. Seaman that the Borough should not pick up any recycling that is in plastic bags. Mr. Seaman commented that this information is posted on the website and it is also mentioned in the newsletter to keep residents informed.
- Mr. Seaman met with Bob Wentway, DPW Manager, to update the specs for the new garbage contract and the Borough will most likely go out to bid in September.
- Mr. Seaman reported on the following grants received: Safe and Secure Grant reimbursement of \$23,738; Bullet Proof Vest Grant of \$13,056; EMAA Grant of \$9,400 and Emergency Preparedness Exercise Grant \$14,469.
- Mr. Seaman reported the tax bills will be going out soon and the grace period notice will be sent as well.

Reports of Council

Councilman Anderson

- Councilman Anderson reported the following:
- DPW is out hot patching various roads in the community.
- A contract was signed for a fence for the generator at the Municipal Building which will allow the Borough to receive the FEMA money for the generator.
- DPW received training on the Jet Truck along with Oceanport. It is now certified and ready to go.
- Oceanport is currently utilizing street sweeper.
- DPW repaired six storm drains throughout the Borough.
- DPW is currently working on flooding issues on Trafalgar Place.

Councilwoman DerAsadourian

- Councilwoman DerAsadourian reported that there will be a Safe Routes to School meeting tomorrow evening to discuss ideas.
- Councilwoman DerAsadourian commented that she met with the Borough Administrator of Red Bank to discuss a proposed bicycle-sharing program that could potentially be shared with Little Silver, Fair Haven, Red Bank and Shrewsbury. This is still in the early stages but Councilwoman DerAsadourian hopes to see Shrewsbury be part of this program.

Councilwoman presented Resolution *2018-081 Appointing the Tax Assessor for the Borough of Shrewsbury*. Councilwoman DerAsadourian recommended Scott Kineavy to fill the vacancy of Tax Assessor, effective July 16th with the salary prorated to July 16th as well. The hours will be every Tuesday and Thursday from 4:30pm to 6:00pm and by appointment.

Councilwoman DerAsadourian motioned to appoint Scott Kineavy as Tax Assessor, seconded by Councilwoman Eulner and approved by the following roll call vote:

Ayes: Anderson, DerAsadourian, Eddy and Eulner
Nays: Meyer
Abstain: None

Councilman DeSalvo was not present.

Councilman Eddy

- Councilman Eddy reported that he and Councilman DeSalvo both attended Little Silver's Workshop Meeting a week ago to review RBR's school allocation formula. The discussion was well received by the Little Silver Council. The discussion was centered on how the actual budget gets allocated between the three boroughs. Councilman Eddy reported that the Borough pays about \$28,000 per student, Little Silver pays \$24,000 per student and Red Bank pays \$18,000 per student. Councilman Eddy further commented that the Little Silver Council is on board with Shrewsbury to try to work with the RBR Board of Education to change the allocation formula. Hopefully this will result in a referendum that will probably come up next year.
- Councilman Eddy commented that he will be meeting with Mr. Seaman to prepare a one-page letter to go out with the tax bills. The letter will explain what the taxes are and what they include.
- Councilman Eddy met with the insurance committee and there will be updates to the employee handbook that will be on for the August meeting.
- Councilman Eddy suggested the Committees start thinking about next year's budget particularly capital needs. He also suggested keeping in mind our neighboring boroughs who may be interested in shared services.

Councilwoman Eulner

- Councilwoman Eulner commented as a member of the Open Space Committee she met with members of the Shade Tree Commission to talk about what they do and what their plans are for the town. Councilwoman Eulner will talk with other committees as well to see if there are common interests or projects that can be done together.
- Councilman Eulner reported the Planning Board Meeting for July was cancelled; the next meeting will be August 15th.

Councilwoman DerAsadourian spoke about improving a pathway that exists from the Constitution Drive/Heritage Drive neighborhoods to the Sickles Place/White Street neighborhoods. This pathway is used as a safe route to school. Due to a wetland component, it was recommended after Councilwoman DerAsadourian's conversation with Dave Cranmer, Borough Engineer, that there is a specific type of paver that would not be considered impervious coverage and could be used to improve this pathway. The Borough Engineer expects the cost to be approximately \$5,000, possibly up to \$10,000.

Councilwoman DerAsadourian motioned to approve \$10,000 from the Open Space Fund to improve this pathway, seconded by Councilwoman Eulner and approved by the following roll call vote:

Ayes: Anderson, DerAsadourian, Eddy, Eulner and Meyer
Nays: None
Abstain: None

Councilman Meyer had no report.

Mayor's Report

Mayor Burden attended the following meetings:

- June 19th – Attended the Monmouth County Library Commission Meeting, the Shrewsbury Borough School Award Ceremony and the Eighth Grade Commencement Exercises
- June 24th – Attended Little Silver Day Celebration
- June 30th – Shrewsbury Community Garden Work Day
- July 4th – Attended the Reading of the Declaration of Independence
- July 9th – Breakfast Meeting with Bob Neff regarding Shared Services with Little Silver; Hosted Summer Camp Kids up to the Fourth Grade at the Historical Society; Attended the Shrewsbury Community Garden Meeting (the Mayor reported the fund balance for the month is \$10,401.08)
- July 14th – Attended the Shade Tree Commission Meeting; Participated in the Rutgers Master Gardener's Event and Tour
- July 16th – Hosted Second Round of Summer Camp Kids at the Historical Society

Correspondence

The Municipal Clerk had no correspondence.

Open the Meeting to the Public

Councilman Eddy motioned to open the meeting to the public, seconded by Councilman Meyer, and approved by all Councilmembers present.

Stuart Minis, 35 Thomas Avenue – Mr. Minis asked in regards to the recent issues with residents keeping their trees trimmed and with no code enforcement officer currently in place, how is this going to be handled. Mr. Seaman explained the interview process is taking place and hopes to have a new code enforcement officer in place soon. At that time, the new code enforcement officer will be given the list of locations of trees that need to be addressed.

In regards to dispatch services, Mr. Minis asked if there are any conclusions on how this is going to be handled. Councilman Anderson replied there are no conclusions at this point. Based on the input from the public at the last meeting, the Council is still in the process of gathering more specific information from the police chief and the sheriff.

Mr. Minis commented there is a mess on the fields after summer camp leaves for the day. He feels the director and the hired counselors should talk to the children about taking home what they brought in (i.e. plastic containers, aluminum foil). Mr. Seaman commented he will speak with the Camp Director.

Mr. Minis asked why the minutes are not in the packets that are available to the public on meeting nights. Ms. Muttie, Municipal Clerk, explained to Mr. Minis she was not aware this was past practice. She commented going forward approved minutes will be placed in the back of the room. Ms. Muttie also informed Mr. Minis that minutes are posted on the Borough's website.

Mr. Minis asked Council how optimistic are they that a modification will be made to the school allocation formula. Councilman Eddy replied they remain optimistic. They will continue to work on it and hope to have a positive outcome.

Close the Meeting to the Public

Seeing no one else wishing to speak, Councilman Anderson motioned to close the meeting to the public, seconded by Councilwoman Eulner, and approved by all Councilmembers present.

Payment of the Bills

Councilman Eddy motioned to approve the bills list in the amount of \$1,326,221.75, seconded by Councilman Anderson, and approved by the following roll call vote:

Ayes: Anderson, DerAsadourian, Eddy, Eulner and Meyer
Nays: None
Abstain: None

Adjourn

Councilman Anderson motioned to adjourn the meeting at 7:42pm, seconded by Councilman Eddy, and approved by all Councilmembers present.

Attest: _____
Maureen L. Muttie, RMC, CMC
Municipal Clerk

Approve: _____
Donald Burden
Mayor