

**BOROUGH OF SHREWSBURY  
MUNICIPAL COMPLEX  
MAYOR & COUNCIL**

**APRIL 20, 2020**

*(Meeting Held Via Video-Teleconference due to Governor's Executive Order)*

**Meeting Called to Order**

Mayor Anderson called the meeting to order at 7:00pm and read the Presiding Officer's Statement.

**Sunshine Statement:**

The Annual Notice Requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting on the bulletin board in the Municipal Building on January 8, 2020 by the Municipal Clerk. In addition to the Annual Notice, notice of this video/teleconference meeting has been provided by notifying the Asbury Park Press and the Two River Times, by placing notice on the bulletin board and filing same with the Borough Clerk on April 17, 2020.

**Roll Call**

Present: Councilwoman Deidre DerAsadourian  
Councilman Jeff DeSalvo  
Councilman Don Eddy  
Councilwoman Kim Doran Eulner  
Councilman Brendan Gilmartin  
Councilman Jason Sena

Also Present: Mayor Erik Anderson  
Bruce Padula, Borough Attorney  
Maureen L. Muttie, Clerk/ Administrator

**Salute to the Flag**

Led by Mayor Anderson

**Proclamation for Arbor Day**

Mayor Anderson acknowledged Arbor Day, which will be observed on April 24, 2020. The Arbor Day Proclamation recognizes Shrewsbury's dedication to preserving trees. This proclamation will be forwarded to Mr. Gerth, Shade Tree Commissioner, who was unable to be present this evening

***THE BOROUGH OF SHREWSBURY NEW JERSEY***

***~ PROCLAMATION ~***

***WHEREAS, in 1949 the legislature set aside the last Friday of April as Arbor Day to promote the planting of trees and to encourage the protection of our forests from fires and pests that destroy the beauty and usefulness of our woodlands; and***

***WHEREAS**, half of New Jersey's total land area is forested, or tree covered; and  
**WHEREAS**, trees play an important role in the ecosystem in which we live,  
and trees reduce the erosion of our precious topsoil caused by wind and water, clean the air we  
breathe and the water we drink, produce oxygen, provide habitat for birds and wildlife and  
reduce heating and cooling costs by moderating temperature; and  
**WHEREAS**, trees are a renewable resource giving us paper for fine literature, wood for  
homes, fuel for fires, and countless other wood products; and  
**WHEREAS**, trees provide increased property value, enhanced economic viability, and  
pleasing aesthetic qualities along streets and properties in municipalities; and  
**WHEREAS**, tree planting in yards and farms, in school yards and parks, and along  
streets and highways creates an enduring heritage for generations that follow; and  
**WHEREAS**, Arbor Day Celebration in New Jersey will be observed on April 24<sup>th</sup>, 2020;  
and*

***NOW, THEREFORE BE IT RESOLVED THAT**, in recognition of Arbor Day, the  
Governing Body of the Borough of Shrewsbury urges all citizens to support efforts to protect our  
trees and woodlands and support our city's urban forestry program; and*

***BE IT FURTHER RESOLVED**, I urge all citizens to plant trees to gladden hearts and  
promote the well-being of present and future generations.*

***Dated this Twentieth Day of April Two Thousand Twenty  
Under my hand and the Seal of the Borough of Shrewsbury***

***Erik Anderson, Mayor***

**Approval of Minutes – February 18, 2020 and March 2, 2020**

Councilman Gilmartin motioned to approve the February 18, 2020 and March 2, 2020 minutes, seconded by Councilwoman Eulner and approved by the following vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin, Sena  
Nays: None  
Abstain: None

**Approval of Minutes – March 16, 2020**

Councilman Gilmartin motioned to approve the March 16, 2020 minutes, seconded by Councilwoman Eulner and approved by the following vote:

Ayes: DerAsadourian, Eddy, Eulner, Gilmartin, Sena  
Nays: None  
Abstain: DeSalvo

**Budget**

Councilwoman DerAsadourian motioned to approve Resolution 2020-055, seconded by Councilman Gilmartin and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin and Sena  
Nays: None  
Abstain: None

**RESOLUTION 2020-055 – RESOLUTION OF THE BOROUGH OF SHREWSBURY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY TO AMEND APPROVED  
BUDGET IN ACCORDANCE WITH THE PROVISIONS OF 40A:4-9**

**WHEREAS**, the local municipal budget for 2020 was approved on March 16, 2020; and

**WHEREAS**, the governing body desires to amend said approved budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Shrewsbury, County of Monmouth that the following amendments to the approved budget of 2020 be made:

<b>REVENUE</b>	<b>FROM</b>	<b>TO</b>
1. Surplus Anticipated	900,000.00	1,000,000.00
5. Sub-Total Miscellaneous Revenues	2,203,966.67	2,303,966.67
6. Amount to be Raised by Taxes	7,590,786.87	7,490,786.87
 Total General Revenues	 <u>\$ 9,974,753.54</u>	 <u>\$ 9,974,753.54</u>

**BE IT FURTHER RESOLVED**, that certified copies of this resolution be filed forthwith in the office of the Director of Local Government Services for certification of the 2020 Local Municipal Budget as amended.

**Resolution 2020-056 Adoption of the 2020 Municipal Budget**

Councilwoman DerAsadourian motioned to carry the adoption of the 2020 Municipal Budget to the May 4, 2020 Council meeting, seconded by Councilman Eddy and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin and Sena  
 Nays: None  
 Abstain: None

**Consent Agenda:**

Councilman DeSalvo motioned to approve the Consent Agenda, seconded by Councilman Gilmartin and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin and Sena  
 Nays: None  
 Abstain: None

**RESOLUTION 2020-057 - NEW JERSEY SAFE AND SECURE COMMUNITIES PROGRAM  
RESOLUTION OF PARTICIPATION**

A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN  
SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION  
OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY.

**WHEREAS**, the Borough of Shrewsbury wishes to apply for funding of \$25,895.00 with a match of \$112,611.11 for a project total cost of \$138,506.11 under the Safe and Secure Communities Program (**Grant # P-20-1344**) from 08-01-2019 through 07-31-2020; and

**WHEREAS**, the Borough of Shrewsbury has reviewed the accompanying application and has approved said request; and

**WHEREAS**, the project is a joint effort between the Department of Law and Public Safety and the Borough of Shrewsbury, for the purpose described in the application.

**THEREFORE, BE IT RESOLVED** by the Borough of Shrewsbury Mayor and Council that

- 1) As a matter of public policy, the Borough of Shrewsbury wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
- 2) The Attorney General will receive funds on behalf of the applicant.
- 3) The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
- 4) The Division of Criminal Justice shall initiate allocations to each applicant as authorized.

**RESOLUTION 2020-058 - PURSUANT TO N.J.S.A. 39:4-8.4(c) SUPPORTING  
NEW JERSEY DEPARTMENT OF TRANSPORTATION APPROVING CERTAIN  
BUS STOP LOCATIONS WITHIN THE BOROUGH**

**WHEREAS**, the Borough is in receipt of correspondence from the New Jersey Department of Transportation (“DOT”) dated April 6, 2020 which requests that the Borough adopt a resolution to support DOT approval of bus stop location on certain roads within the Borough pursuant to N.J.S.A. 39:4-8.4(C); and

**WHEREAS**, according to a survey it conducted, DOT identified the following bus stops:

Along Route NJ 35, northbound, on the easterly side:

- A. Avenue at the Common - (far side) (NJ Transit ID# 25249)  
Beginning at the northerly curb line of the southerly intersect of Avenue at the Common and extending 120 feet northerly therefrom;
- B. Sycamore Avenue (CR 13A) - (far side) (NJ Transit ID# 25250)  
Beginning at the northerly curb line of Sycamore Avenue (CR 13A) and extending 100 feet northerly therefrom;
- C. White Street - (near side) (NJ Transit ID# 25251)  
Beginning at the southerly curb line of White Street and extending 105 feet southerly therefrom;
- D. Meadow Drive - (near side) (NJ Transit ID# 25252)  
Beginning at the prolongation of the southerly curb line of Meadow Drive and extending 105 feet southerly therefrom; and
- E. White Road - (near side) (NJ Transit ID# 25253)  
Beginning at the southerly curb line of Andover Road and extending 105 feet southerly therefrom;

Along Route NJ 35, southbound, on the westerly side at:

- A. Thomas Avenue – (near side) (NJ Transit ID# 25254)  
Beginning at the northerly curb line of Thomas Avenue and extending 105 feet northerly therefrom;
- B. Meadow Drive – (near side) (NJ Transit ID# 25255)  
Beginning at the northerly curb line of Meadow Drive and extending 105 feet northerly therefrom;
- C. Obre Place – (near side) (NJ Transit ID# 25256)  
Beginning at the northerly curb line of Obre Place and extending 105 feet northerly therefrom;

D. Avenue at the Common – (far side) (NJ Transit ID# 25257)

Beginning at the prolongation of the southerly curb line of the southerly intersect of Avenue at the Common and extending 100 feet southerly therefrom; and

**WHEREAS**, the Borough supports approving these bus stops pursuant to a DOT Traffic Regulation Order (“TRO”).

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Shrewsbury, that, pursuant to N.J.S.A. 39:4-8.4(c), the Borough supports DOT issuing a TRO supporting the following bus stops:

Along Route NJ 35, northbound, on the easterly side:

A. Avenue at the Common - (far side) (NJ Transit ID# 25249)

Beginning at the northerly curb line of the southerly intersect of Avenue at the Common and extending 120 feet northerly therefrom;

B. Sycamore Avenue (CR 13A) - (far side) (NJ Transit ID# 25250)

Beginning at the northerly curb line of Sycamore Avenue (CR 13A) and extending 100 feet northerly therefrom;

C. White Street - (near side) (NJ Transit ID# 25251)

Beginning at the southerly curb line of White Street and extending 105 feet southerly therefrom;

D. Meadow Drive - (near side) (NJ Transit ID# 25252)

Beginning at the prolongation of the southerly curb line of Meadow Drive and extending 105 feet southerly therefrom; and

E. White Road - (near side) (NJ Transit ID# 25253)

Beginning at the southerly curb line of Andover Road and extending 105 feet southerly therefrom;

Along Route NJ 35, southbound, on the westerly side at:

A. Thomas Avenue – (near side) (NJ Transit ID# 25254)

Beginning at the northerly curb line of Thomas Avenue and extending 105 feet northerly therefrom;

B. Meadow Drive – (near side) (NJ Transit ID# 25255)

Beginning at the northerly curb line of Meadow Drive and extending 105 feet northerly therefrom;

C. Obre Place – (near side) (NJ Transit ID# 25256)

Beginning at the northerly curb line of Obre Place and extending 105 feet northerly therefrom;

D. Avenue at the Common – (far side) (NJ Transit ID# 25257)

Beginning at the prolongation of the southerly curb line of the southerly intersect of Avenue at the Common and extending 100 feet southerly therefrom; and

**BE IT FURTHER RESOLVED** that the Borough concurs that any approved bus stop locations in conflict with or inconsistent with the provisions of this Resolution be rescinded upon approval of the Traffic Regulation Order.

**RESOLUTION 2020-059 - ADOPTING AND/OR AMENDING POLICIES  
CONCERNING CELL PHONE USAGE, RECORDING DEVICES, SICK LEAVE  
AND RETROACTIVE PAY AND INCORPORATING THESE POLICIES INTO  
THE BOROUGH POLICIES AND PROCEDURES MANUAL**

**WHEREAS**, the Borough wishes to adopt and/or amend various employment policies, including policies concerning sick leave, cell phone usage, recording devices and retroactive pay; and

**WHEREAS**, the Borough wishes for such policies to be included in the Borough's Policies and Procedures Manual.

**NOW THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Shrewsbury that the attached policies are hereby adopted and/or amended; and

**BE IT FURTHER RESOLVED**, that the aforementioned policies shall be incorporated into the Borough's Policies and Procedures Manual; and

**BE IT FURTHER RESOLVED**, that the Administrator shall ensure that all employees are notified of the adoption and/or amendment of these policies.

**RESOLUTION 2020-060 - APPROVING THE BILL LIST FOR APRIL 20, 2020 AND AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, the Borough of Shrewsbury received certain claims against it by way of voucher in the amount of \$84,465.29 for the period ending April 20, 2020; and

**WHEREAS**, the Borough Council has reviewed the aforementioned claims.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Shrewsbury that the attached claims are hereby approved for payment.

**BE IT FURTHER RESOLVED** that a copy of this Resolution be given to the Chief Financial Officer.

**Ordinances – Second Reading/Public Hearing**

Ordinance No. 2020-1067: An Ordinance Supplementing Chapter 45, "Salaries and Compensation," of the Code of the Borough of Shrewsbury to Implement a Mandatory Direct Deposit Policy

Open the Floor to the Public

Mayor Anderson opened the floor to the public to discuss Ordinance No. 2020-1067.

Close the Floor to the Public

With no one present to speak, Mayor Anderson closed the floor to the public.

Motion to Adopt

Councilman DeSalvo motioned to adopt Ordinance No. 2020-1067, seconded by Councilwoman Eulner and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin, Sena

Nays: None

Abstain: None

**Reports of Council**

**Councilwoman DerAsadourian:**

- *error in video conferencing recording equipment – report not available*

**Councilman DeSalvo:**

- No Report

**Councilman Eddy:**

- *error in video conferencing recording equipment – report not available*

**Councilwoman Doran Eulner:**

- Councilwoman Eulner had no report but she thanked Councilman Eddy and the DPW staff for planning the electronic recyclables pickup.

**Councilman Gilmartin:**

- Shrewsbury Recreation: Councilman Gilmartin reported the Recreation Committee decided to cancel the spring sports season. The decision came in concert with the Governor's order to keep schools closed for the duration of the academic year. The activities impacted are baseball, softball and lacrosse. Residents that signed their children up for these activities can go into the Shrewsbury recreation portal and apply fees from the spring sports season toward future activities. Others that are moving on from the recreation program will be given a refund. The details for refund distribution are still to be determined. As a result of the Governor's order to keep schools closed for the duration of the academic year, Recreation will also be cancelling the summer camp program which was scheduled to be held at the Shrewsbury Borough School (SBS) from late June – early July.
- Shrewsbury First Aid Squad: Councilman Gilmartin reported there were 31 calls for the month of April, including 2 mutual aid.
- Shrewsbury Hose Company: Councilman Gilmartin reported it was a quiet month for April; there was a total of 10 calls. Lairds of Colts Neck donated a large container of their home-made, approved hand sanitizer to the Shrewsbury Hose Company. Shrewsbury Hose Company has responded to resident requests to participate in birthday drive-by. Also, Microbe Solutions sprayed the fire trucks and the entire inside of the firehouse with a microbial agent at no charge.

**Councilman Sena:**

- Finance: Councilman Sena reported the budget was cut as much as possible considering the fact that a new officer was hired, and lawn cutting was outsourced to free up DPW for more involved tasks. Most taxpayers will see a reduction in taxes paid to the Borough portion of the budget. Councilman Sena commented the budget process this year showed us that changes need to be made structurally and in the way we deliver services to achieve more meaningful savings to the taxpayer.
- Shrewsbury Board of Education: Councilman Sena reported the school is closed and will remain so through the end of the year per Executive Order.

**Mayor's Report**

- *error in video conferencing recording equipment – report not available*

**Clerk/Administrator's Report**

- Ms. Muttie had no report.

**Open the Floor to the Public**

Mayor Anderson opened the floor to the public

**Close the Floor to the Public**

Seeing no one wishing to speak, Mayor Anderson closed the floor to the public.

**Move into Executive Session – No Action Will be Taken After**

Councilwoman DerAsadourian motioned to approve resolution 2020-061, seconded by Councilman DeSalvo and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin, Sena

Nays: None

Abstain: None

Council moved into Executive Session at 7:35pm. No action will be taken after.

Attest: Maureen L. Muttie

Maureen L. Muttie, RMC, CMC  
Municipal Clerk

Approve: 

Erik Anderson  
Mayor