

### **Meeting Called to Order**

The public meeting convened at 7:00pm.

### **Presiding Officer's Statement**

The 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 December 31, 2020 by the Municipal Clerk.

### **Salute to Flag**

Mayor Erik Anderson led the salute to the flag.

### **Mayor's Message**

*Friends and neighbors, thank you for joining us this evening. Tonight, we gather for Shrewsbury's 95<sup>th</sup> re-organization meeting.*

*I would like to begin by taking a moment to remember our fellow residents who have been lost to Covid-19. The virus has unfortunately taken the lives of members of our community. It is appropriate that we collectively remember those who have passed away and comfort those who have suffered a loss due to the pandemic.*

*In the face of unprecedented challenges, over the past year the Borough's first responders and residents have risen to the occasion. Our First Aid Squad, despite risk to their well-being have continued to respond to emergency calls and serve our town. The Police and Fire Departments have also continued, uninterrupted, protecting and serving our community. Also important is that we recognize DPW for their hard work maintaining our town during these difficult times. We can all agree that the pandemic did not disrupt or stop the great job they do for Shrewsbury.*

*In addition to providing vital services to Shrewsbury, our first responders and DPW have also supported the community through kind deeds such as leading birthday caravans, making sure Santa made his visit to town and supporting the 8<sup>th</sup> grade graduation parade.*

*Our residents have also stepped up to the challenges posed by Covid-19. They have done this by volunteering to assist vulnerable neighbors, supporting local businesses, donating to the Borough wide food drive, playing acoustic musical sets at sunset, getting recreation sports up and running for our children, and ensuring traditions continue such as the tree and menorah lightings, conducting the Memorial Day Observance and holding a live reading of the Declaration of Independence on the 4<sup>th</sup> of July. These actions have collectively helped our town and lifted spirits during difficult times.*

*2020 presented great challenges to Shrewsbury. However, it also illuminated what makes our town so great. Compassion, charity and community. Over the past ten months, through the collective efforts of our community -- Shrewsbury has grown stronger.*

*This evening, I would also like to discuss with you other happenings in the Borough which occurred over the past year.*

*As everyone knows, the election was held last November, and I would like to congratulate Kim and Brendan on their re-election to Council. It appears that both Kim and Brendan have garnered the most votes for any Council candidate in the history of Shrewsbury Borough. Our residents have recognized your hard work and the results you are achieving for the town. I look forward to working with both of you in the coming year.*

*I am also very proud of what the Council has accomplished last year. Despite these unprecedented times, in 2020, the Council implemented many projects which have improved our residents' quality of life. This included working with the County to have Sycamore and Shrewsbury Avenues re-paved, undertaking a stream clearing project for the first time in a decade which has reduced flooding within town, improved Patterson Park – including the resurfacing of the basketball courts and improving the baseball fields, negotiated employment contracts which will save taxpayer money, rolled out new management software which will streamline Borough operations and make it easier for residents to pay bills online, unified the land use boards for greater efficiency and cost savings, obtained over \$100,000 in federal reimbursement under the Cares Act for the Borough's response to Covid-19, secured PPE for first responders and supported the Boy Scouts in revitalizing Ester Hymer Preserve. This is quite a number of accomplishments despite the energies which were spent on addressing the challenges caused by Covid-19 and I thank the Council for all their hard work last year.*

*In 2021, Shrewsbury's government will continue to build on these accomplishments. This will include expanding shared services with the County and surrounding towns and exploring ways to increase the efficiencies in Borough operations. The overarching goal will be to maintain and improve our special quality of life the most cost-efficient way possible.*

*In the coming year I look forward to working with the new incoming Council President, Don Eddy. Don has been not only served on the Council for over five years, but he has also served in the leadership of First Aid and volunteered with the Boy Scouts. I know that in the coming year with Council President Eddy, we'll be able to make great strides in bettering Shrewsbury.*

*I also look forward to working with our new administrator, Christopher Cherbini. Chris is the former Administrator of Neptune City. He has also served as a police officer and has volunteered for his local fire department and first aid squad. I am confident that you will be a great addition to our Borough.*

*And finally, I would like to take this opportunity to thank Maureen for her service as our Administrator and Clerk. A lot of what she has done over the past two years has not been seen by the residents. This includes overseeing our new document management system, securing quotes from various vendors, implementing policies to ensure the safety of our employees, ensuring that all departments work together for the collective good of the Borough, working at night and the weekends when everyone has left the building. Maureen you have been an incredible asset to me, the Council and the Borough. I thank you for all you have done and wish you the absolute best in retirement. You will be missed – the Borough will miss you greatly. Thank you very much for your service.*

*It is an honor to serve as Shrewsbury Mayor and I look forward to the opportunities 2021 offers all of us. I wish everyone the best in 2021 and ask for your support as we continue to build an even stronger Shrewsbury.*

*Thank you, Mayor Erik Anderson*

### **Council Swearing In – Kim Doran Eulner and Brenda Gilmartin**

Mayor Anderson explained that in lieu of a virtual swearing-in, earlier this evening he had the opportunity to privately swear in Councilwoman Eulner and Councilman Gilmartin. Mayor Anderson will post the swearing-in on Facebook later this evening.

**Roll Call**

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

Also Present: Mayor Erik Anderson  
Bruce Padula, Borough Attorney  
Kerry Quinn, Deputy Borough Clerk  
Christopher Cherbini, Borough Administrator  
David Cranmer, Borough Engineer  
Ron Neis, DPW Manager

Absent: None

**Organization of Mayor and Borough Council**

Councilman DeSalvo moved to approve *Resolution 2021-001 Election of Council President for 2021 – Councilman Don Eddy*, seconded by Councilwoman Eulner and approved by the following roll call vote:

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

**RESOLUTION 2021-001 - RESOLUTION TO ELECT A COUNCIL PRESIDENT FOR 2021**

**WHEREAS**, pursuant to N.J.S.A. 40A:60-3(b) provides that at its annual meeting, the council shall by vote of a majority of its number, elect a President of the Council, who shall:

1. Preside at all its meetings when the Mayor does not preside.
2. Have the right to debate and vote on all questions before the Council.
3. Shall perform all the duties of the Mayor during any period in which the Mayor is absent from the Borough for three days or more or is unable to perform the duties of the office.

**WHEREAS**, the President of the Council shall hold office for one year and until the next annual meeting; if the President of the Council is unable to perform the duties of the acting mayor, then the member of council with the longest term of service may act temporarily for the President of the Council.

**NOW, THEREFORE BE IT RESOLVED** by the members of the Borough Council of the Borough of Shrewsbury, in the County of Monmouth, State of New Jersey, that Councilman Don Eddy is hereby elected Council President for the year 2021 or until the next annual meeting.

Councilman Sena moved to approve *Resolution 2021-002 Confirming Council Committees and Liaisons* 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 2021-002 - RESOLUTION CONFIRMING COUNCIL  
COMMITTEES AND LIAISONS**

**WHEREAS**, N.J.S.A. 40A-60, provides that the affairs of the Borough government shall be managed, controlled and governed by the Mayor and Council; and

**WHEREAS**, N.J.S.A. 40A:60-3e, authorizes that Mayor and Council to establish for its members such Committees of the Council as will assist it for the ensuring year at its annual meeting.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury that the Council responsibilities for 2021 are as follows:

**Mayor Anderson**

Liaison to Board of Health  
Committee Member for Negotiations

**Councilmember DerAsadourian**

Council Committee Chair for Insurance & Benefits  
Council Committee Chair for Negotiations  
Council Committee Chair for Shared Services  
Council Committee Member for Finance & Grants  
Council Committee Member for Shrewsbury Hose Company & First Aid Squad  
Council Committee Member for Open Space  
Liaison to Safe Routes to School Initiative  
Liaison to Shrewsbury Community Alliance

**Councilmember DeSalvo**

Council Committee Chair for Police  
Council Committee Chair for Personnel  
Council Committee Member for Shrewsbury Hose Company & First Aid Squad  
Council Committee Member for Shared Services  
Council Committee Member for Technology/IT/Cyber Security  
Liaison to Red Bank Regional Board of Education

**Councilmember Eddy**

Council Committee Chair for DPW, Buildings, Grounds, Utilities & Engineering  
Council Committee Chair for Technology/IT/Cyber Security  
Council Committee Member for Finance & Grants  
Council Committee Member for Police  
Council Committee Member for Negotiations  
Member of Local Emergency Planning Committee

**Councilmember Doran Eulner**

Council Committee Chair for Open Space  
Council Committee Member for Personnel  
Member of Planning Board  
Liaison to Shrewsbury Community Garden Committee  
Liaison to Shade Tree Commission  
Liaison to Environmental Commission

**Councilmember Gilmartin**

Council Committee Chair for Shrewsbury Hose Company & First Aid Squad  
Council Committee Member for Police  
Council Committee Member for DPW, Buildings, Grounds, Utilities & Engineering  
Council Committee Member for Insurance & Benefits  
Council Committee Member for Open Space  
Liaison to Recreation Committee  
Liaison to Shrewsbury Board of Education

**Councilmember Sena**

Council Committee Chair for Finance & Grants  
Council Committee Member for DPW, Buildings, Grounds, Utilities & Engineering  
Council Committee Member for Shared Services  
Council Committee Member for Insurance & Benefits  
Council Committee Member for Personnel  
Liaison to Municipal Court  
Liaison to Affordable Housing (COAH)

**BE IT FUTHER RESOLVED** that the Mayor and each Councilmember shall coordinate and supervise all matters and affairs hereinafter assigned to them and recommend and report to the governing body and seeks its approval when such approval is required by law or shall be required for appropriate action therein.

**Consent Agenda**

Councilman Sena requested Resolutions *2021-004 Confirming Appointments of Officials and Employees* and *2021-020 Appointing Municipal Judge* be pulled from the Consent Agenda. Councilman Sena explained if it is decided to do a shared service with the Municipal Court, these appointments may have to be addressed in a different way.

Mayor Anderson further explained the current appointees will continue to serve until a successor is appointed. There were no objections from Council to table Resolutions 2021-004 and 2021-020.

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

Ayes: DerAsadourian (abstaining on 2021-007), DeSalvo, Eddy, Eulner, Gilmartin and Sena  
Nays: None  
Abstain: None

**RESOLUTION 2021-003 - ANNUAL MEETING NOTICE**

**WHEREAS**, the New Jersey Open Public Meetings Act (N.J.S.A. 10:4-8a, et seq.) requires the governing body of a municipality to designate and disseminate schedules, meeting dates, times and location.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Shrewsbury that the following dates are hereby designated as scheduled meetings of the Borough Council for the Year 2021. The Borough Council anticipates all meetings to be held digitally throughout the duration of the Public Health Emergency as declared by the Governor and as prescribed under the rules established by NJSA 10:4-8(b) allowing meetings to be held digitally during a State of Emergency. All meeting information will posted at least 48 hours prior to each meeting on both the Borough website [www.shrewsburyboro.com](http://www.shrewsburyboro.com) and Facebook Page <https://www.facebook.com/shrewsburyboroNJGovernment>. The meetings will be conducted using the GoToMeeting platform and can be accessed through the following:

**Please join meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/548268885>

**You can also dial in using your phone.**

United States: [+1 \(872\) 240-3412](tel:+18722403412)

**Access Code:** 548-268-885

**New to GoToMeeting?** Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/548268885>

**Join from a video-conferencing room or system.**

Dial in or type: 67.217.95.2 or inroomlink.goto.com

Meeting ID: 548 268 885

Or dial directly: 548268885@67.217.95.2 or 67.217.95.2##548268885

The Public is welcome and encouraged to participate virtually and opportunity for public comments will be available during the GoToMeeting platform. Written public comments may be emailed to the Clerk at [clerk@shrewsburyboro.com](mailto:clerk@shrewsburyboro.com) or via regular mail to the attention of the Borough Clerk, 419 Sycamore Avenue, Shrewsbury, NJ 07702. Written public comments may not be submitted via any other form of electronic communication and must include the individual's name, full address and contact information (telephone number and/or email address). If the information is incomplete and the Borough is unable to verify the individual's identity, the written comment will not be read into the record. Written public comments must be received by the Borough Clerk by 9:00 a.m. on the day of the remote meeting in order to be included in the meeting. Any written comments received after 9:00 a.m. on the day of the meeting will not be read into the record or become part of the meeting record.

**Meetings of Borough Council for 2021 Where Formal Action May Be Taken**

January 4 (Reorganization Meeting)	June 21
January 19 (Tuesday)	July 19
February 1	August 16
February 16 (Tuesday)	September 7 (Tuesday)
March 1	September 20
March 15	October 4
April 5	October 18
April 19	November 15
May 3	December 6
May 17	December 20

\*Reorganization Meeting of the Borough Council for the year 2022 will be held on Monday, January 3, 2022.

Executive Sessions will be held at 6:30 p.m. preceding each Regular Meeting in 2021 to discuss personnel matters, labor relations, pending litigation and other matters permitted for closed session under N.J.S.A. 10:4-12. At 6:30 p.m., prior to each Executive Session, the Borough Council will convene in open session at which time an Executive Session Resolution specifying the general nature of the items to be discussed in Executive Session will be adopted in accord with N.J.S.A. 10:4-13. When an executive session is held, the executive session Resolution shall be re-read onto the record at the beginning of the public portion of any applicable workshop, regular or special meeting so the public will know what issues were addressed during the executive session without having to be present for the earlier public reading of the Resolution. When necessary, executive sessions may be continued upon the adjournment of the public portion of any meeting with the reading of the Resolution for entry into executive session reciting the issues to be continued for executive session deliberations.

**BE IT FURTHER RESOLVED**, that the Borough Clerk shall post a copy of this Resolution in Borough Hall and that copies of this Resolution shall be forwarded by the Borough Clerk, to the official newspapers, the Asbury Park Press, the Two River Times and the Newark Star Ledger as previously designated by the Borough and to individuals requesting same under the New Jersey Open Public Meetings Act.

**BE IT FURTHER RESOLVED** that the Borough Council reserves the right to change the format of any of the noticed meetings to a hybrid (partially remote and partially in-person) meeting or to a fully in-person meeting when feasible and authorized by law, prior to which change this Resolution will be amended by adoption of an amended Resolution at a public meeting with proper notice.

**RESOLUTION 2021-005 - AUTHORIZING THE EXECUTION OF “FAIR AND OPEN”  
PROFESSIONAL SERVICES CONTRACTS WITH THE BOROUGH OF SHREWSBURY FOR  
VARIOUS PROFESSIONAL SERVICES**

**WHEREAS**, there exists a need for professional services to be provided to the Borough of Shrewsbury, County of Monmouth, New Jersey (the “Borough”) for the year January 1, 2021 through December 31, 2021; and

**WHEREAS**, the Borough has, through the fair and open process, publicly advertised for a Request for Proposals and Qualifications and said requests for Professional Services were received by the Purchasing Agent no later than 3:00pm on December 8, 2020; and

**WHEREAS**, the Borough has reviewed all proposals received and has determined that the Borough Council desires to authorize the execution of a professional services contract between following listed persons/firms and the Borough for the provisions of said services for the year 2021; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) requires a resolution authorizing the appointment for Professional Services.

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Borough of Shrewsbury approves the following professional service appointments and contracts for the year 2021:

- |                     |   |
|---------------------|---|
| 1. Borough Attorney | Bruce Padula, Esq.<br>Cleary Giacobbe Alfieri Jacobs, LLC |
| Labor Attorney      | Bruce Padula, Esq.<br>Cleary Giacobbe Alfieri Jacobs, LLC |
| Borough Engineer    | David Cranmer<br>Cranmer Engineering                      |
| Borough Planner     | David Cranmer<br>Cranmer Engineering                      |
| Borough Auditor     | Holman, Frenia, Allison, P.C.                             |
| Bond Counsel        | John Draikiwicz<br>Gibbons P.C.                           |

2. That the services to be rendered shall be in compliance with the Laws of New Jersey.
3. These appointments are made without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because these services are to be performed by a recognized profession licensed and regulated by law.
4. A copy of this resolution certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date of adoption.

**BE IT FURTHER RESOLVED** that the Professionals are directed to prepare a written contract to be executed with the Borough and that a copy of the Resolution, the Business Entity Disclosure Certification and Contract shall be placed on file with the Clerk of the Borough.

**RESOLUTION 2021-006 - APPOINTING KEVIN I. ASADI, ESQ.  
OF ZAGER FUCHS, PC AS TAX APPEAL COUNSEL**

**WHEREAS**, the Borough has a need for the services of Tax Appeal Counsel; and

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, this appointment is exempt from public bidding pursuant to N.J.S.A. 40A:11-5 and is being made pursuant to the non-fair and open process of N.J.S.A. 19:44A-20.5 and -20.7.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough Shrewsbury that Kevin I. Asadi, Esq. of Zager Fuchs, PC is hereby appointed as Tax Appeal Counsel for the year 2021; and.

**BE IT FURTHER RESOLVED**, the attached professional services agreement is hereby approved, and the Mayor is directed to sign the agreement on behalf of the Borough; and

**BE IT FURTHER RESOLVED** a copy of this Resolution shall be published in the Borough's designated newspaper as required by law within ten (10) days of its passage.

**RESOLUTION 2021-007 - APPOINTING ARMEN MCOMBER,  
ESQ. OF MCOMBER MCOMBER & LUBER, P.C. AS  
SPECIAL CONFLICTS COUNSEL**

**WHEREAS**, the Borough has a need for the services of Special Conflicts Counsel; and

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, this appointment is exempt from public bidding pursuant to N.J.S.A. 40A:11-5 and is being made pursuant to the non-fair and open process of N.J.S.A. 19:44A-20.5 and -20.7.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough Shrewsbury that Armen McOmber, Esq. of McOmber McOmber & Lubner, P.C. is hereby appointed as Special Conflicts Counsel for the year 2021; and.



**BE IT FURTHER RESOLVED**, the attached professional services agreement is hereby approved, and the Mayor is directed to sign the agreement on behalf of the Borough; and

**BE IT FURTHER RESOLVED** a copy of this Resolution shall be published in the Borough's designated newspaper as required by law within ten (10) days of its passage.

**RESOLUTION 2021-008 - CONFIRMING APPOINTMENTS TO VARIOUS BOARDS,  
COMMISSIONS AND COMMITTEES OF THE BOROUGH**

**BE IT RESOLVED BY THE** Mayor of the Borough of Shrewsbury, that the following Board and Commission appointments be made with the advice and consent of the Borough Council:

**ZONING BOARD OF ADJUSTMENT**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Member	James Daly	4	12/31/2024
Member	Beverlee Akerblom	4	12/31/2024
Alt #1	Phil Carnes	2	12/31/2022

**RECREATION COMMITTEE**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Member	Ryan Lillis	3	12/31/2023
Member	Brian Keatts	3	12/31/2023

**BE IT FURTHER RESOLVED** By the Mayor of the Borough of Shrewsbury, that the following Board and Commission appointments be made without the advice and consent of the Borough Council:

**PLANNING BOARD**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Class III Council	Kim Doran Eulner	1	12/31/2021
Class IV Member	Dan Collela	4	12/31/2023
Class IV Member	Judy Martinelly	4	12/31/2024
Alternate #2	James Daly	2	12/31/2022

**ENVIRONMENTAL COMMISSION**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Member	Dave Henderson	3	12/31/2023
Member	Peter Roache	3	12/31/2023
Alternate #2	Jenna Ciongoli	2	12/31/2022

**SHADE TREE COMMISSION**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Member	William Gerth	5	12/31/2025
Member	Douglas Keiper	5	12/31/2025

**LOCAL EMERGENCY PLANNING COMMITTEE**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Coordinator	Jerzy Chojnacki	3	12/31/2021
Mayor	Erik Anderson	1	12/31/2021
Council Member	Don Eddy	1	12/31/2021
Deputy Coord.	William Kelleher	1	12/31/2021
Deputy Coord.	Ron Neis	1	12/31/2021

BOROUGH OF SHREWSBURY  
MUNICIPAL COMPLEX  
MAYOR & COUNCIL

Reorganization/Regular Meeting - January 4, 2021

Deputy Coord.	Mark Bradley	1	12/31/2021
Damage Assess. Res.	Lorraine Kelleher	1	12/31/2021
Damage Assess. Bus.& Industry Coord.		1	12/31/2021
EMS Coord.	Jeannie Lamberti	1	12/31/2021
Evacuation Coord.	Mark Bradley	1	12/31/2021
Fire & Rescue	John Merris	1	12/31/2021
Fire Resources	Pete Meyer	1	12/31/2021
Law Enforcement	Robert Turner	1	12/31/2021
Alert & Warning	Robert Turner	1	12/31/2021
Hazmat Coord.	Jerzy Chojnacki	1	12/31/2021
Public Health	Barry Berdahl	1	12/31/2021
Public Info.	John Crilly	1	12/31/2021
Public Works	Ron Neis	1	12/31/2021
Radiological	Jerzy Chojnacki	1	12/31/2021
Boro School Emerg.	Brent MacConnell	1	12/31/2021
Resource Mgmt.	Christopher Cherbini	1	12/31/2021
Shelter	Tony Hernandez	1	12/31/2021

**SHREWSBURY OPEN SPACE COMMITTEE**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Member	William Gerth	1	12/31/2021
Member	Michael Goldberg	1	12/31/2021
Member	Tim Thomas	1	12/31/2021

**SHREWSBURY COMMUNITY GARDEN COMMITTEE**

<b>POSITION</b>	<b>NAME</b>	<b>TERM/YRS</b>	<b>EXPIRES</b>
Member	Thomas Menapace	3	12/31/2023
Member	Judith Reuter	3	12/31/2023
Member	Betsy Wattle	3	12/31/2023

**RESOLUTION 2021-009 - OFFICIAL NEWSPAPERS FOR ALL MUNICIPAL NOTICES  
AND ADVERTISING**

**WHEREAS**, N.J.S.A. 40:53-2 requires that all ordinances or other public notices which any municipality, except cities, may be required by any law to publish, where the manner of publication is not otherwise specifically provided for, shall be published in at least one office newspaper published and circulating in the municipality; and

**WHEREAS**, N.J.S.A. 40:52-1 provides that the governing body of every municipality may designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by the municipality; and

**WHEREAS**, “Official Newspapers” as defined by N.J.S.A. 10:4 means paid, published and circulated in the municipality, and if there be no such newspaper, then in at least one published in the county in which the municipality is located and said newspaper is circulated; and

**WHEREAS**, P.L. 1975 c.231 provides that a public body may provide electronic notice of any meeting of the public body through the internet and defines “Electronic Notice” as advance notice available to the public via electronic transmission of at least forty-eight (48) hours, giving the time, date, location and, to

the extent known, the agenda of any Regular, Special or Rescheduled Meeting, which notice shall accurately state whether formal action may or may not be taken at such meeting; and

**WHEREAS**, Nothing in P.L. 1975 c.231 shall be construed as affecting or superseding the adequate notice requirements that are imposed by the "Open Public Meetings Act" and no electronic notice issued pursuant to this act shall be deemed to substitute for, or be considered in lieu of, such adequate notice.

**NOW THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Shrewsbury, in the County of Monmouth, State of New Jersey, that the Asbury Park Press, the Two River Times and The Star Ledger be designated as the official newspapers for the advertising of ordinances and other public notices, which the municipality may be required by any law to publish, for the year ending December 31, 2021.

**RESOLUTION 2021-010 - DESIGNATING THE PUBLIC AGENCY COMPLIANCE OFFICER FOR EQUAL EMPLOYMENT OPORTUNITY CONTRACT REQUIREMENTS**

**WHEREAS**, N.J.A.C. 17:27-1.1 regulates equal employment opportunity in the performance of contracts funded by the state; and

**WHEREAS**, N.J.A.C. 17:27-3.2 requires that a public agency annually designate a public agency compliance officer who shall be responsible for ensuring the agency's compliance with the regulations.

**NOW THEREFORE BE IT RESOLVED** that Kerry Quinn, Deputy Clerk/Temporary Purchasing Agent, is hereby designated as the Public Agency Compliance Officer for Equal Employment Opportunity pursuant to this action.

**BE IT FURTHER RESOLVED** that the Municipal Clerk forwards a certified copy of this resolution to the New Jersey Department of Treasury, Division of Contract Compliance & Equal Opportunity Office.

**RESOLUTION 2021-011 - APPOINTING MEL-JIF REPRESENTATIVES**

**WHEREAS**, the Borough of Shrewsbury is a member of the Monmouth Municipal Joint Insurance Fund; and

**WHEREAS**, a member municipality appoints a Fund Commissioner and an Alternate Fund Commissioner for the Monmouth Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund; and

**WHEREAS**, the Borough must appoint a Fund Commissioner and an Alternate Fund Commissioner to represent the Borough and to vote at meetings of the Funds.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Shrewsbury that Christopher Cherbini, serve as Fund Commissioner and that Kerry Quinn, serve as Alternate Fund Commissioner.

**BE IT FURTHER RESOLVED** that the Municipal Clerk forwards a certified copy of this resolution to the Monmouth Municipal Joint Insurance Fund, to the Administrator and to the Insurance Chairman.

**RESOLUTION 2021-012 -APPOINTING REPRESENTATIVE  
TO PARTICIPATE IN THE COMMUNITY DEVELOPMENT PROGRAM**

**WHEREAS**, the Borough of Shrewsbury wishes to participate in the Community Development Program; and

**WHEREAS**, it is in the best interest of the Borough to appoint a Representative and an Alternate from the Borough of Shrewsbury in order to participate in, and be recognized by the Community Development Program; and

**WHEREAS**, it has been decided by the Mayor and Council that Christopher Cherbini, shall be appointed as Representative and that David Cranmer, shall be appointed as Alternate Representative to the Community Development Program from January 1, 2021 through December 31, 2021.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury, that Christopher Cherbini be appointed as the Community Development Representative and David Cranmer be appointed as Alternate for the year 2021.

**RESOLUTION 2021-013 - CONFIRMING APPOINTMENT OF COUNCIL COMMITTEES,  
LIAISONS AND PROCEDURES FOR PAYMENT OF CLAIMS**

**BE IT RESOLVED** that the Council Committees and liaisons as appointed shall be approved; and

**BE IT FURTHER RESOLVED** that each of the Committees shall have the authority to incur expenses for the purpose of carrying on the work of the Borough and the duties of their office, providing there be a proper and sufficient appropriation to meet any claims incurred as certified by the Chief Financial Officer of the Borough; and

**BE IT FURTHER RESOLVED** that schedules or estimates be prepared where the requirements of the fiscal year for any particular services, materials or supply is estimated to exceed \$1,000.00 in order that informal bids or appropriate advertisement for bids anticipated to be more than \$44,000.00 may be made in accordance with provisions of N.J.S.A. 40A:11, et seq.; and

**BE IT FINALLY RESOLVED** that procedure for payment of claims shall be in accordance with Ordinance #195, as revised by Ordinance #746 on April 13, 1998, and the Purchase Order Rules and Regulations where applicable.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution is forwarded to the CFO.

**RESOLUTION 2021-014 - DESIGNATING OFFICIAL DEPOSITORIES FOR THE YEAR 2021**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury that the following be designated as official depositories of Borough Funds for the year 2021:

Bank of America  
Chase Bank  
Valley National Bank  
First Constitution Bank  
Ocean First Bank  
State of New Jersey Cash Management Fund  
Manasquan Bank

**BE IT FURTHER RESOLVED** that the Borough Clerk, Finance Officer, Mayor and/or Council President are authorized to sign checks on accounts as required (any two of three signatures); the Municipal Court Judge or Court Administrator is authorized to sign checks on the Court Accounts; the Local Assistance Board Director and Chief Financial Officer are authorized to sign checks on the Public Assistance Accounts.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Chief Financial Officer.

**RESOLUTION 2021-015 - AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2021**

**BE IT RESOLVED**, by the Borough Council of the Borough of Shrewsbury, County of Monmouth, State of New Jersey, that the Chief Financial Officer be and is hereby authorized to pay the following required bills prior to the approval of the monthly bills list:

Payroll  
Insurance Premiums  
County Taxes  
School Taxes  
Utilities  
Interfunds  
Petty Cash Reimbursement  
Release of Monies Approved by Resolution  
Tax Sale Redemptions  
Tax Overpayments  
Credit Card Payments

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

**RESOLUTION 2021-016 - ESTABLISHING A GRACE PERIOD AND INTEREST RATES**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury that a ten day grace period be allowed on the payment of taxes due quarterly on the first days of February, May, August and November, after which times all taxes amounting up to \$1,500.00 shall be subject to interest at the rate of eight (8%) percent per annum, and all taxes amounting to more than \$1,500.00 shall be subject to interest at the rate of eighteen (18%) per annum; and

**BE IT RESOLVED**, in accordance with N.J.S.A. 40A:5-17.1, allows for the cancellation of property tax refunds or delinquent amounts in the amounts of less than \$10.00; and

**BE IT RESOLVED**, the governing body authorizes the Tax Collector to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00; and

**BE IT RESOLVED** if the tenth day falls on a holiday or weekend the grace period shall be extended to the next business day.

**BE IT FURTHER RESOLVED** that an additional penalty of six (6%) percent will be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Chief Financial Officer and the Tax Collector.

**RESOLUTION 2021-017 - AUTHORIZING DEPOSIT OF IDLE FUNDS OF THE BOROUGH  
IN ANY ONE OF THE DESIGNATED DEPOSITORIES**

**BE IT RESOLVED**, by the Borough Council of the Borough of Shrewsbury, County of Monmouth, State of New Jersey, that the Chief Financial Officer be and is hereby authorized and directed to deposit the idle funds of the Borough in any one of the depositories designated by the Borough Council.

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer, be and is hereby authorized to further invest in any depository designated by the State of New Jersey, Department of Banking, to act as a depository for public funds, if it appears that such depository is paying a higher rate of interest.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer be and is hereby authorized to invest in Certificate of Deposits, Direct Obligations of the United States Government or Securities of the State of New Jersey.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Chief

**RESOLUTION 2021-018 - FOR YEAR 2021 TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS**, N.J.S 40A:4-19 provides that where any contract, commitment of payments are to be made prior to the final adoption of the 2021 Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, that date of this resolution is within the first thirty days of January 2021; and

**WHEREAS**, the total appropriations in the 2020 budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund and Public Assistance is the sum of \$8,462,961.04; and

**WHEREAS**, 26.25% of the total appropriations in the 2020 budget, exclusive of any appropriation made for Debt Service, Capital Improvement Fund and Public Assistance in said 2020 Budget is the sum of \$2,221,527.27.

**THEREFORE, BE IT RESOLVED** that the following temporary appropriations be made, and a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

		<u>2021</u>	<u>Budget Account Number</u>
Admin & Exec – Administrator	S&W	\$ 50,000.00	20-100-1
	OE	\$ 6,000.00	20-100-2
Local Ethics Board	OE	\$ 50.00	20-100-2
Admin & Exec – Mayor & Council	OE	\$ 500.00	20-110-2
Admin & Exec – Clerk	S&W	\$ 30,000.00	20-120-1
	OE	\$ 7,500.00	20-120-2

BOROUGH OF SHREWSBURY  
MUNICIPAL COMPLEX  
MAYOR & COUNCIL

Reorganization/Regular Meeting - January 4, 2021

Printing	OE	\$ 3,500.00	20-121-2
Financial Administration	S&W	\$ 30,000.00	20-130-1
	OE	\$ 6,500.00	20-130-2
Auditing Services	OE	\$ 6,000.00	20-135-2
Collection of Taxes	S&W	\$ 18,500.00	20-145-1
	OE	\$ 3,500.00	20-145-2
Assessment of Taxes	S&W	\$ 7,500.00	20-150-1
	OE	\$ 1,000.00	20-150-2
Legal Services	S&W	\$ 5,000.00	20-155-1
	OE	\$ 25,000.00	20-155-2
Engineering	OE	\$ 20,000.00	20-165-2
Planning Board	S&W	\$ 7,500.00	21-180-1
	OE	\$ 1,000.00	21-180-2
Zoning Board of Adjustment	S&W	\$ 8,500.00	21-185-1
	OE	\$ 200.00	21-185-2
Zoning Officer	S&W	\$ 1,200.00	21-186-1
	OE	\$ 2,500.00	21-186-2
Construction Official	S&W	\$ 21,000.00	22-195-1
	OE	\$ 1,000.00	22-195-2
Building Inspection	S&W	\$ 3,800.00	22-196-1
Code Enforcement	S&W	\$ 5,000.00	22-197-1
	OE	\$ 400.00	22-197-2
Disability Insurance	OE	\$ 1,000.00	23-210-2
Insurance – Group	OE	\$ 290,000.00	23-211-2
Insurance – WC	OE	\$ 85,000.00	23-215-2
Insurance – Other	OE	\$ 75,000.00	23-220-2
Unemployment	OE		23-225-2
Police Department	S&W	\$550,000.00	25-240-1
	OE	\$ 50,000.00	25-240-2
Emergency Management	OE	\$ 2,000.00	25-252-2
First Aid	OE	\$5,000.00	25-260-2
OSHA – First Aid	OE		25-260-2
Fire Protection	S&W	\$ 4,000.00	25-265-1
Fire Marshall	S&W	\$ 7,500.00	25-266-1
	OE	\$ 1,500.00	25-266-2
Fire Department	OE	\$ 8,000.00	25-267-2
Streets & Roads & Maintenance	S&W	\$210,000.00	26-290-1
	OE	\$ 10,000	26-290-2
Vehicle Maintenance	OE	\$ 20,000.00	26-291-2
Shade Tree	OE	\$ 2,000.00	26-300-2
Sanitation- Contractual	OE	\$ 57,500.00	26-305-2
Public Buildings and Grounds	S&W	\$ 3,500.00	26-310-1
	OE	\$ 20,000.00	26-310-2
Board of Health	S&W	\$ 400.00	27-330-1
	OE	\$ 15,000.00	27-330-2
Environmental Commission	S&W	\$ 200.00	27-335-1
	OE	\$ 500.00	27-335-2
Recreation Services	S&W		28-370-1
	OE	\$ 30,000.00	28-370-2

BOROUGH OF SHREWSBURY  
MUNICIPAL COMPLEX  
MAYOR & COUNCIL

Reorganization/Regular Meeting - January 4, 2021

Senior Citizens	OE	\$ 500.00	28-371-2
Park Maintenance	S&W		28-375-1
	OE	\$ 6,000.00	28-375-2
Accumulated Leave Compensation	OE		30-415-2
Electricity	OE	\$ 20,000.00	31-430-2
Street Lighting	OE	\$ 13,000.00	31-435-2
Telephone	OE	\$ 12,500.00	31-440-2
Fire Hydrants	OE	\$ 24,000.00	31-444-2
Water	OE	\$ 3,500.00	31-445-2
Natural Gas	OE	\$ 6,000.00	31-446-2
Fuel Oil	OE	\$ 8,000.00	31-447-2
Cellular Telephone	OE	\$ 4,000.00	31-450-2
Gasoline	OE	\$ 13,000.00	31-460-2
Landfill	OE	\$ 60,000.00	32-465-2
Statutory Expenses			
PERS	OE	\$160,000.00	36-471-2
Social Security	OE	\$ 50,000.00	36-472-2
PFRS	OE	\$ 56,277.27	36-475-2
LOSAP	OE		36-476-2
Safe & Secure – Borough Match	OE	\$ 25,000.00	41-704-2
Municipal Court	S&W	\$ 35,000.00	43-490-1
	OE	\$ 2,000.00	43-490-2
Public Defender	S&W	\$ 2,000.00	43-495-1
<b>Total Appropriation Subject To N.J.S. 40A:4-19</b>		<b>\$2,221,527.27</b>	
Capital Improvements:			
Capital Improvement Fund	OE	\$ 25,000.00	44-901
Debt Service:			
Bond Principal	OE	\$932,000.00	45-920
Payment of BAN	OE		45-925
Bond Interest	OE	\$246,632.50	45-930
Interest on Notes	OE		45-935
MCIA- Principal & Interest	OE		45-945
<b>Total Appropriation Not Subject To N.J.S. 40A:4-19</b>		<b>\$1,203,632.50</b>	
<b>Grand Total Temporary Appropriations</b>		<b>\$3,425,159.77</b>	



**RESOLUTION 2021-019 - SETTING THE SALARY RANGES OF CERTAIN JOB TITLES  
FOR THE YEAR 2021**

**WHEREAS**, the Borough of Shrewsbury has established offices and positions to administer, manage and perform the day-to-day operations of the Borough; and

**WHEREAS**, compensation shall be provided for the officers and employees appointed to fill these offices and positions.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the Borough of Shrewsbury in the County of Monmouth, State of New Jersey, that a schedule of salary ranges is hereby established.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Chief Financial Officer.

**PART I - FULL-TIME AND PART-TIME NON-CONTRACTUAL**

<b>POSITION</b>	<b>MINIMUM</b>	<b>MIDPOINT</b>	<b>MAXIMUM</b>
<b>ADMINISTRATION – Division of Administration</b>			
Borough Administrator	15,000	52,500	95,000
Borough Clerk	40,000	55,000	70,000
Deputy Borough Clerk	25,000	35,000	45,000
Borough Clerk Assistant	5,000	15,000	25,000
Registrar of Vital Statistics	5,000	10,000	15,000
Deputy Registrar of Vital Statistics	5,000	10,000	15,000
<b>ADMINISTRATION - Division of Law</b>			
Borough Prosecutor	10,000	15,000	20,000
<b>ADMINISTRATION - Division of Finance</b>			
Chief Financial Officer	40,000	65,000	95,000
Tax Collector	5,000	10,500	16,000
Purchasing Agent/Accountant	7,500	27,500	47,500
Tax Assessor	15,000	25,000	35,000
<b>POLICE</b>			
Chief	70,000	115,000	160,000
<b>MUNICIPAL COURT</b>			
Court Administrator	40,000	57,500	75,000
Deputy Court Administrator	30,000	45,000	60,000
Judge	16,000	25,000	34,000
Municipal Court Assistant	5,000	15,000	25,000
Public Defender	4,000	9,000	14,000
<b>PUBLIC WORKS</b>			
Manager	50,000	72,500	95,000
Foreman	40,000	62,500	85,000

<b>BUILDING - Division of Construction</b>			
Construction Official	9,000	18,500	28,000
Fire Sub-Code Official	6,000	11,000	16,000
Building Sub-Code Official	6,000	10,500	15,000
Electrical Sub-Code Official	6,000	9,000	12,000
Plumbing Sub-Code Official	6,000	9,000	12,000
Fire Marshal	9,000	17,000	25,000
<b>MUNICIPAL BOARDS</b>			
Planning Board Secretary	12,000	20,000	28,000
Zoning Bd. Of Adjustment Secretary	12,000	20,000	28,000
Bd. Of Health Secretary	600	900	1,200
Recreation - Summer Camp Director	4,000	7,000	10,000

**PART II - PER-HOUR PART-TIME NON-CONTRACTUAL**

<b>POSITION</b>	<b>MINIMUM</b>	<b>MIDPOINT</b>	<b>MAXIMUM</b>
<b>A &amp; E</b>			
Part Time Administrative Assistant/Assistant Clerk	15.00	21.00	27.00
Part Time Temp Violations Court Clerk	16.00	20.00	24.00
Part Time Clerical/Building Cleaning	10.00	14.00	18.00
<b>POLICE</b>			
Part Time Dispatcher	10.00	14.00	18.00
Part Time Clerical	10.00	14.00	18.00
<b>MUNICIPAL BOARDS</b>			
Shade Tree Commission Secretary	10.00	14.00	18.00
Environmental Secretary (Stipend)	400.00	700.00	1,000.00
<b>RECREATION COMMITTEE – SEASONAL</b>			
Camp Counselor	5.00	6.50	8.00
<b>BUILDING</b>			
Administrative Land Use Agent	3,000	4,000	5,000
Technical Assistant to the Construction Official	16.00	21.00	26.00
Division of Enforcement/Code Enforcement Officer	14.00	18.00	22.00

**PART III - PER DIEM PART-TIME NON-CONTRACTUAL**

<b>POSITION</b>	<b>MINIMUM</b>	<b>MIDPOINT</b>	<b>MAXIMUM</b>
<b>MUNICIPAL COURT</b>			
Court Attendant	45.00	87.50	130.00
Court Assistant	45.00	85.00	125.00
<b>POLICE</b>			
Crossing Guard	50.00	55.00	60.00

**Resolutions**

Councilman DeSalvo motioned to approve *Resolution 2021-021 Approving an Employment Agreement with Christopher Cherbini to Serve as Borough Administrator*, seconded by Councilman Eddy and approved by the following roll call vote:

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

**RESOLUTION 2021-021 - APPROVING AN EMPLOYMENT AGREEMENT WITH CHRISTOPHER CHERBINI TO SERVE AS BOROUGH ADMINISTRATOR**

**WHEREAS**, due to retirement, the Borough is in need of a Borough Administrator; and

**WHEREAS**, pursuant to N.J.S.A. 40A:9-137, appointment to the office of municipal administrator shall be made by the mayor with the advice and consent of the governing body; and

**WHEREAS**, after an application and interview process, the Mayor has nominated Christopher Cherbini to serve as Borough Administrator; and

**WHEREAS**, the governing body wishes to appoint Mr. Cherbini as Borough Administrator.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Shrewsbury hereby appoint Christopher Cherbini as Borough Administrator pursuant to N.J.S.A. 40A:9-137 and approves the employment agreement, attached hereto and incorporated herein by reference, between the Borough and Mr. Cherbini; and

**BE IT FURTHER RESOLVED** that the Mayor is authorized and directed to execute the employment agreement on behalf of the Borough.

**Public Portion**

Mayor Anderson opened the floor to the public.

Mayor Anderson took a minute to acknowledge Senator Vin Gopal who was present at the meeting. Senator Gopal congratulated Councilwoman Eulner and Councilman Gilmartin as well as the new Borough Administrator, Christopher Cherbini. Senator Gopal wished everyone a Happy New Year and thanked Mayor Anderson for his leadership. Mayor Anderson commented he has had a very good working relationship this year with Senator Gopal and Senator Gopal has been an excellent partner especially with Covid-19.

Stu Minis, 35 Thomas Avenue – Mr. Minis thanked Councilman Eddy and Rom Neis, DPW Manager, for the quick work on the temporary stop sign on Henry Avenue. Mr. Minis also commented that the Police notified DPW of a “No Parking” sign knocked down on Thomas Avenue and DPW was quick to repair that as well. Regarding the Samara and Birch Road Project, Mr. Minis commented on the somewhat sloppy condition left by the contractor and asked if the contractor will be back to clean it up. Dave Cranmer, Borough Engineer, explained the contractors will button down each road project for the winter and the contractors are all aware of an obligation to continuously maintain the construction zones. Mr. Cranmer will be keeping a close eye on them. As soon as the asphalt plants open around March 15<sup>th</sup>,

the paving will move forward, and the road jobs can all be closed. Mr. Minis asked Councilman Gilmartin the status of the Covid-19 Testing for Shrewsbury residents. Councilman Gilmartin replied the event is scheduled for Saturday, January 9<sup>th</sup> pending final approval from the Board of Education. The venue will now be the Shrewsbury Borough School parking lot and not at Borough Hall. It was determined that it would be safer to have residents and first responders drive into the school parking lot as opposed to the Borough Hall parking lot which is coming off Sycamore Avenue. Councilman Gilmartin also noted that there will be no antibody testing at this event. The Covid-19 testing offered will be the standard PCR test administered via a nasal swab. The test locations will be set up in the area where the basketball court is situated. The hours of the event will be from 10:00am to 1:00pm with those residents over the age of 60 coming at 10:00am to 11:00am. Councilman Gilmartin reiterated that this is for Shrewsbury residents only along with first responders. Mr. Minis asked Mr. Neis, DPW Manager, if there will be a brush pickup with the Christmas tree pickup and if so, what is the time frame. Mr. Neis confirmed brush will be picked up with the Christmas trees starting the week of January 11<sup>th</sup>. A notice will be put out notifying residents. Councilman Eddy added this will be the last brush pick-up until April.

Jay Eaton, 916 Broad Street – Mr. Eaton wished everyone a Happy New Year and congratulated Councilwoman Eulner and Councilman Gilmartin on being re-elected to office. Mr. Eaton also thanked the Council for listening and hearing ideas as it relates to traffic on Broad Street. Mr. Eaton asked if there was any update on the Broad Street Proposal. Mayor Anderson responded there is no update to provide at this point as we are still awaiting additional information.

**Close the Meeting to the Public**

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

**Adjourn**

Councilman Eddy motioned to adjourn the meeting at 7:24pm, seconded by Councilwoman Eulner with ayes by all Councilmembers present.