

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

**December 12, 2023**

**Meeting Called to Order**

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

**Sunshine 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 8, 2023 by the Deputy Municipal Clerk.

**Roll Call**

Present: Councilman Jason Sena  
Councilwoman Deidre DerAsadourian  
Councilman Brendan Gilmartin  
Councilman Don Eddy

Also, Present: Erik Anderson, Mayor  
Bruce Padula Esq.  
Christopher Cherbini, Borough Administrator  
Kayla Wharton, Deputy Municipal Clerk

Absent: Councilman James Daly  
Councilman Daniel Levy

**Salute to Flag**

Led by Mayor Erik Anderson

**Approval of Minutes- June 13, 2023 & November 20, 2023**

Councilman Eddy motioned to approve the June 13, 2023, Minutes and November 20, 2023, seconded by Councilman Gilmartin, and approved by the following roll call vote:

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

**Resolution:**

**Resolution 2023-165**

Councilman Eddy motioned to approve Resolution 2023-165, seconded by Councilwoman DerAsadourian and approved by the following roll call vote:

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

**RESOLUTION AWARDING SOLID WASTE COLLECTION SERVICES FOR THE BASE BID AND  
ALTERNATE BID ITEMS**

**WHEREAS**, The Borough of Shrewsbury requested proposals for solid waste collection; and

**WHEREAS**, the bids were received on December 5, 2023, from the following One (1) vendor:

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**Delisa Demolition Inc.**

**Total Bid Price of \$970,000.00**

**WHEREAS**, the bids have been received by the Borough Attorney and the Manager of Public Works; and

**WHEREAS**, it has been determined that Delisa Demolition Inc. is the lowest responsible bidder for the based bid and alternate bid items having bid a total of \$312,000.00 for (2024), \$322,000.00 for (2025), \$336,000.00 for (2026) for wet trash, bulk trash and recycling town wide every Wednesday.

**WHEREAS**, the Borough Attorney and the Manager of Public Works have recommended that the Borough Council award a three-year (36) month contract to Delisa Demolition, Inc of Tinton Falls, NJ.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Shrewsbury do hereby award Delisa Demolition, Inc a thirty six (36) month contract for wet trash, bulky trash and recycling pick up town wide every Wednesday effective January 1, 2024 and ending December 31, 2026 (both dates inclusive); and

**BE FURTHER RESOLVED**, that Delisa Demolition, inc. shall receive over thirty (36) months the amount stated above for a total bid price of \$970,000.00

**AND, BE IT RESOLVED** that the Manager of Public Works shall administer the terms of this contract

**Resolution 2023-168**

Councilman Eddy motioned to approve Resolution 2023-163, seconded by Councilman Gilmartin and approved by the following roll call vote:

Ayes: Daly, Eddy, Gilmartin, Levy  
Nays: DerAsadourian  
Abstain: None

**RESOLUTION PROVIDING FOR APPROPRIATION TRANSFERS IN THE 2023 MUNICIPAL BUDGET,  
PURSUANT TO N.J.S.A. 40A:4-58**

**WHEREAS**, N.J.S.A. 40A:4-58 provides that transfers may be made between appropriations during the last two (2) months of the fiscal year; and,

**WHEREAS**, the Borough Council of the Borough of Shrewsbury has determined that such transfer is prudent and necessary

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Shrewsbury, County of Monmouth, State of New Jersey, (by not less than two-thirds of all the members thereof affirmatively concurring) the transfers in the amounts and totals listed on the attached sheet be in the 2023 Municipal Budget.

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

**Consent Agenda:**

Councilman Gilmartin motioned to approve the consent agenda, seconded by Councilwoman DerAsadourian

Ayes: DerAsadourian, Eddy, Sena, Gilmartin

Nays: None

Abstain: None

**RESOLUTION SETTING THE SALARY SCHEDULES OF CERTAIN OFFICERS AND EMPLOYEES FOR THE YEAR 2024**

**WHEREAS**, the Borough of Shrewsbury has certain employees named herein not covered by collective bargaining agreements; and

**WHEREAS**, these employees need to be compensated for the performance of their duties; and

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury, that the employees listed herein be paid according to this schedule.

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

**PART I – FULL TIME & PART TIME NON CONTRACTURAL**

<b>DEPARTMENT OF ADMINISTRATION</b>		
<i>Division of Administration</i>		
Borough Administrator	Christopher Cherbini	Contractual
Borough Clerk/ Registrar	Kerry Quinn, RMC	\$74,284.56
Deputy Borough Clerk/ Deputy Registrar		
<i>Division of Finance</i>		
Chief Financial Officer	Shared Service	N/A
Tax Collector	Shared Service	N/A
Deputy Tax Collector/Accounting Clerk	Kyle Butler	\$60,350.34
Tax Assessor - PT	John Gillooly, C.T.A.	\$27,602.85
Qualified Purchasing Agent	Christopher Cherbini	Contractual

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<b>MUNICIPAL COURT</b>		
Court Administrator	Megan Thomas, C.M.C.A.	\$82,682.51
<b>BUILDING DEPARTMENT- <i>Division of Construction</i></b>		
Construction Official - PT	Cary Costa	\$28,403.24
Fire Sub-Code Official - PT	Cary Costa	\$17,260.55
Building Sub-Code Official - PT	Cary Costa	\$12,636.86
Electrical Sub-Code Official - PT	Robert McLoughlin	\$14,790.00
Plumbing Sub-Code Official - PT	James Ammaturo	\$14,790.00
<b>DIVISION OF ENFORCEMENT</b>		
Fire Marshall – PT	Elizabeth Sweeney	\$17,921.69
Code Enforcement Officer	David Leschot	\$51,600.00
<b>MUNICIPAL BOARDS</b>		
Land Use Administrator	Kayla Wharton	\$46,410.00
<b>Police</b>		
Records Clerk	Jessica Diehl	\$69,422.22

**PART II – PER HOUR PART TIME**

<b>ADMINISTRATION/ENFORCEMENT/BUILDING/COURT</b>		
Violations Clerk	Barbara McChesney	\$20.69
Building Cleaning	Ensign Bishop	\$17.68
Assistant to the Construction Official	Kathryn Kwaak	\$24.36

**A RESOLUTION APPROVING THE BILL LIST FOR December 12, 2023 AND AUTHORIZING  
PAYMENT OF BILLS**

**WHEREAS**, the Borough of Shrewsbury received certain claims against it by way of voucher in the amount of \$2,083,241.69 for the period ending December 12, 2023; 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.

**Discussion And Action:** None

**Reports of Council**

**Councilman Daly:**

-Mr. Daly was unable to attend this even Council President Gilmartin read the report he received from Mr. Daly. Board of Education No update for SBS, RBR is hosting an update on their curriculum this evening December 12<sup>th</sup> with more information to come next meeting. Shrewsbury Community Garden applications will be coming to Borough Hall to be posted for next year's season, with applications for Shrewsbury residents in early January. Shade tree goal for next year of analyzing our current ordinances and recommend updates/amendments where necessary to improve our current practices.

**Councilwoman DerAsadourian:**

-RBR Board of Education meeting tonight regarding possible schedule changes for next year. Ms. DerAsadourian believes they might be looking to change block scheduling.

**Councilman Eddy:**

-Engineering report Park Avenue construction project is wrapping up all the paving is complete they are waiting on the trees to be planted along with the striping and road signs. Thomas Avenue most of the curbing is complete and paving will be happening in the next few weeks to wrap it up before the end of the year. DPW report as many are aware our DPW director is retiring February 1, 2024, Ron Neis who has been here for thirty (30) years, Chris is working on advertising his position and see what kind of resumes they receive. Get leaf's out pick up will end at the end of this year and they hope to not have spill over into January.

**Councilman Gilmartin:**

**Shrewsbury Recreation:**

- Winter Basketball will get underway at the start of the new year
- December 17, 2023- Santa on the fire truck will be visiting homes in Shrewsbury from 3:00PM-6:00PM.
- Flag Football and Street hockey are currently wrapping up
- Baseball and Softball registrations for the spring sports season will open in January.

**Shrewsbury Fire Department**

• **November Call Report:**

It was a quite month for the SFD in terms of calls during November

- SFD responded to 10 calls, including 6 General Alarms.
- Mutual Aid:
  - 2 to Oceanport
- With meetings, drills, and training, the department volunteered 179.42 hours.

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- Apart from their regular duties, SFD conducted live foam training and flammable liquids drills at fire academy.

**Shrewsbury First Aid Squad (Squad 45-21)**

- **November Call Report:**
    - Total Calls: 62 – slightly higher than usual. (Nearly 80% occurred during the day)  
25 patients were transported to Riverview Medical Center; 7 to Monmouth Medical, and 2 to Jersey Shore University Medical Center.
    - Mutual Aid:
      - 3 Mutual Aid calls into Shrewsbury
      - 2 Mutual Aid calls to Eatontown
- Top responders for the month, Paul Drazen (29) Gary Ruggiero (17) Kayla Wharton (16) Susan Grant & Gee Gee Blair (12)

**Councilman Levy:**

-No Report

**Councilman Sena:**

-Administration & Finance tonight Mr. Sena reports that council approved raises for the non-union employees, Soon Chris will be meeting with Department heads regarding next years budget and Mr. Sena explained they will need to find a way to absorb part of the garbage pick up price increase which he believes they will be able to do. Nothing to report on Memorial Day however he would like to set up a meeting with the committee in the winter and another in the spring to try and make Memorial Day a nice event he hopes to have everybody back at Townhall with everyone to enjoy being together. Regarding the centennial celebration Mr. Sena will look to set up a meeting with the former Mayor Burden after the 1<sup>st</sup> of the year however he believes a resolution should be adopted nominating other people to the committee to grow the group. Mayor Anderson believes this should happen during the Re-Organization meeting as 2026 is right around the corner.

**Mayor's Report**

**Mayor Erik Anderson**

-This evening was the menorah lighting, which was very well attended, the fire department put on a great breakfast with Santa 2 weeks ago. The homesteaders holiday party will be happening on Thursday December 14, 2023. Mayor Anderson also reports he just received a letter from Monmouth County reporting that Sycamore Avenue will be paved in 2024 from Shrewsbury Avenue-Route 35.

**Administrator's Report**

-Mr. Cherbini stated the re-organization meeting is scheduled for January 2, 2024 and the regular council meeting will be scheduled for January 9, 2024. The playground equipment at Sickles Park the insurance company had some issues which is why it is still closed as they are waiting for certain parts to arrive. The Menorah lighting this year was very well attended along with the Christmas Tree lighting which was so well attended they unfortunately had to turn people away due to the number of people in attendance with parking. Mr. Cherbini wanted to thank Karen and the crew that helped put it all together.

**Correspondence**

None

Open to the Public

Leslie Eaton, 916 Broad Street

-Mrs. Eaton wanted to say Thank You to Ron for all his years of service he will be greatly missed.

-Marge Clark, 213 Garden Road

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-Wanted to say congratulations to our council members on the most recent election and wanted to Thank the Mayor for all his deduction to the Borough and wish him luck at the county.

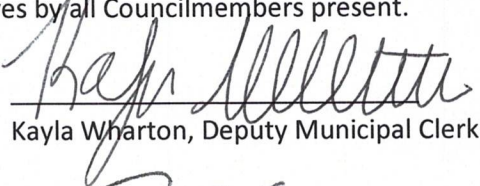
Close the Floor to the Public

With no one else from the public wishing to speak, the floor was closed to the public.


Adjourn

Meeting adjourned at 7:16 pm on a motion made by Councilwoman DerAsadourian, seconded by Councilman Gilmartin with ayes by all Councilmembers present.

Attest:

  
\_\_\_\_\_  
Kayla Wharton, Deputy Municipal Clerk

Approve:

  
\_\_\_\_\_  
Erik Anderson, Mayor

