# AGENDA REORGANIZATION MEETING BOROUGH OF SEA BRIGHT

JANUARY 4, 2025 - 10:30 AM

**BOROUGH OF SEA BRIGHT** 

TO ATTEND THIS MEETING REMOTELY PLEASE USE THE FOLLOWING LINK:

https://meet.goto.com/400218581

**OR DIAL:** (872) 240-3311 **Access Code:** 400-218-581

- 1. PLEDGE OF ALLEGIANCE
- 2. OPENING STATEMENT

# **COMPLIANCE STATEMENT (N.J.S.A. 10:4-18)**

Good Morning Ladies and Gentlemen. This Meeting Is Now Called to Order: In Line with the Borough of Sea Bright's Longstanding Policy of Open Government, And In Compliance with the "Open Public Meetings Act" I Wish to Advise You That Adequate Notice Of This Regularly Scheduled Meeting Has Been Sent to The Asbury Park Press and Other Local Newspapers on January 8, 2024. In Each Instance, The Date, Time, and Location of This Meeting Were Provided in the Notice. This Meeting Is Open to The Public."

3. <u>MOMENT OF SILENCE</u> FOR THE FOLLOWING MEMBERS OF THE SEA BRIGHT COMMUNITY WHO PASSED AWAY IN 2024.

William "Kenny" Bahrs **Diana Caliendo** Elizabeth DeGiulio **Eleanor Dubina** Herbert M. Holzberg Stephen G. Kelly John T. Lane, Jr. Thomas P. Largey **Raymond Lena Thomas Liptak** John F. McCaulev **Lawrence C. Rogers Clifford J. Schmitz** Pamela Sendowski Michael J. Stap Joan M. Pra Sisto Cynthia S. Vignola Richard E. Vitaliano **Edward Wells** 

- 4. INVOCATION: Father Michael Lankford-Stokes, Holy Cross Church, Rumson
- 5. STATEMENT OF DETERMINATION:

A statement of the determination of the Board of County Canvassers relative to the election held in the Borough of Sea Bright, County of Monmouth, on the 5th day of November, in the year Two Thousand and Twenty-Four for the election of Municipal Officers for said **BOROUGH OF SEA BRIGHT** 

The Board determined that at said election, the following:

ERWIN BIEBER WILLIAM J. KEELER

Were duly elected as **Members of the Borough Council for Full Three (3) Year Terms**(January 1, 2025 – December 31, 2027)

**SWEARING IN / OATHS OF OFFICE** 

# **MEETING ROLL CALL:**

	BIEBER	CATALANO	GORMAN	KEELER	LAMIA	LECKSTEIN	
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# 6. MAYOR BRIAN P. KELLY:

**2025 NEW YEAR MESSAGE** 

#### 7. STANDING COUNCIL COMMITTEE APPOINTMENTS:

Chapter 3. Administrative Code §3-7. Committees (A.)

The following Council Committee Appointments are presented for the year 2025:

Motion:	Second:							
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein		

#### A. Beach:

Chair works with council committee to recommend policy and oversee operations and maintenance of the beach, including serving as liaison to the Dune Community Advisory Committee;

- Samuel A. Catalano, Chair
- Marc A. Leckstein
- Erwin Bieber

# B. Public Safety/Finance/Insurance/Grants:

Chair works with council committee, Public Safety Director and Fire Chief to oversee and recommend policy for borough public safety functions, including the Police Department, Fire Department, First Aid, Emergency Management and Water Safety. Chair works with council committee and CFO and department heads to oversee budget and financial operations, monitor insurance premiums and coverage and coordinate the timely application for future grant possibilities.

- William J. Keeler, Chair
- Heather Gorman
- John M. Lamia, Jr.

# C. Administration/Flood Mitigation:

Chair oversees administration of municipal operations including Personnel matters. Chair works with council committee to oversee implementation of flood mitigation efforts. Serves as council liaison to Flood Mitigation Community Advisory Committee.

- Erwin Bieber, Chair
- John M. Lamia, Jr.
- Samuel A. Catalano

### D. Court/Code Enforcement/Shared Services/Inter-Governmental Relations:

Chair works with council committee to oversee and recommend policy for the Municipal Court and Borough Code Enforcement. Chair works with council committee to promote shared services with other entities and intra-governmental relations.

- Marc A. Leckstein, Chair
- Samuel A. Catalano
- William J. Keeler

#### E. Public Works/Beautification:

Chair works with council committee to recommend policy and oversee operations of the Department of Public Works. Chair of Beautification serves as liaison to Beautification Community Advisory Committee and oversees Beautification projects.

- John M. Lamia, Jr., Chair
- William J. Keeler
- Heather Gorman

# F. Library/Recreation/Public Relations/Capital Plan:

Chair serves as liaison to the Library and Recreation Community Advisory Committees. Public Relations Chair works with advisory committee and oversees the website, newsletter and other promotions. Chair works with council committee to prioritize and oversee implementation of capital projects.

- Heather Gorman, Chair
- Erwin Bieber
- Marc A. Leckstein

# 8. MAYOR'S BLUE RIBBON COMMITTEE APPOINTMENTS:

Chapter 3. Administrative Code §3-7. Committees (B.)

The following Mayor's Blue Ribbon Committee Appointments are presented for the year 2025:

Motion:			Second	l <b>:</b>		
Roll Call:	Bieber	_ Catalano	Gorman	Keeler	Lamia	Leckstein

# A. Sea Bright Educational Issues:

Committee members will act as liaisons and monitor education issues affecting Sea Bright students K-12.

- Mayor Brian P. Kelly, Chair
- Councilman William J. Keeler
- Councilman Erwin Bieber

# B. Sea Bright Beach Re-nourishment:

Committee members will act as liaisons and monitor beach erosion and seek re-nourishment opportunities with the State of New Jersey and/or the Federal Government.

- Mayor Brian P. Kelly, Chair
- Councilman William J. Keeler
- Councilman Samuel A. Catalano

# 9. **COMMUNITY ADVISORY COMMITTEES:**

Chapter 3. Administrative Code §3-7. Committees (C.)

The following Comr	nunity Advisory	Committee L	iaisons are i	presented for	the vear 20	025:

Motion:			Secoi	Second:				
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein		

A. Beautification Committee Liaison: JOHN M. LAMIA, Jr.

Oversees seasonal plantings and decorations in public spaces and at public buildings, raises funds to offset costs for Beautification Trust Fund.

B. Dune Restoration Committee Liaison: SAMUEL A. CATALANO

Oversees maintenance of dunes including annual plantings, public education about Dunes and fundraising to offset costs.

C. Library Committee Liaison: HEATHER GORMAN

Oversees library programming and improvements, raises funds to offset costs for Library Trust Fund.

D. Recreation Committee Liaison: HEATHER GORMAN

Oversees recreation programming for residents of all ages, raises funds to offset costs for the Recreation Trust Fund.

E. Safety and Loss Committee Liaison: WILLIAM J. KEELER

Reviews procedures to improve safety and reduce losses through insurance claims.

F. Green Team Committee Liaison: JOHN M. LAMIA, Jr.

The Green Team is a permanent advisory committee created by Ordinance 04-2016 to recommend and implement sustainable practices for the Borough, according to Chapter 48, "Sustainable Sea Bright Advisory Committee" in the code of the Borough of Sea Bright.

G. Public Relations Advisory Committee Liaison: HEATHER GORMAN

Oversees promotion and marketing of Sea Bright inside and outside of the community via Sea Bright 365 initiatives. Assists, where needed, with Borough newsletter and social media. Raises funds for the Public Relations Trust Fund.

H. Flood Mitigation Advisory Committee Liaison: ERWIN BIEBER

Oversees efforts within Sea Bright to mitigate flooding issues.

#### 10. APPOINTMENTS FOR 2025:

ONE YEAR 1	[ERMS	:
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RES. NO. 0	1-2025	Appointment of	2025 Coun	cil Preside	nt: Samue	el A. Catalano	
Motion: _			Secon	d:			
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein	
			2025 COUNG	CIL PRESIC	DENT		
RES. NO. 0	2-2025	Appointment of	Council Liai	son to the	Planning B	Board: Marc A.	Leckstein
Motion: _			Secon	d:			
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein	

	McLaughlin Stauffer & Shaklee, P.C.
Motion: _	Second:
Roll Call:	Bieber Catalano Gorman Keeler Lamia Leckstein
RES. NO. 04	-2025 Appointment of Special Conflicts Counsel(s): Andrew Bayer, Pashman Stein Walder Hayden, PC Michael L. Collins, King Moench & Collins LLP Victoria A. Flynn, Victoria Flynn, LLC
Motion: _	Second:
Roll Call:	Bieber Catalano Gorman Keeler Lamia Leckstein
RES. NO. 05	-2025 Appointment of Special Counsel Educational Matters: Porzio, Bromberg & Newman Vito A. Gagliardi, Jr., Esquire & Kerri A. Wright, Esquir
Motion: _	Second:
Roll Call:	Bieber Catalano Gorman Keeler Lamia Leckstein
RES. NO. 06	-2025 Appointment of Special Counsel for Redevelopment Matters:  Bathgate, Wegener & Wolf, William J. Wolf, Esquire
Motion: _	Second:
Roll Call:	Bieber Catalano Gorman Keeler Lamia Leckstein
RES. NO. 07-	2025 Appointment of Borough Auditor: Robert W. Allison, RMA Holman Frenia Allison, PC
Motion: _	Second:
Roll Call:	Bieber Catalano Gorman Keeler Lamia Leckstein
RES. NO. 08-	2025 Appointment of Borough Engineer: Gregory S. Blash, Leon S. Avakian, Inc
Motion: _	Second:
Roll Call:	Bieber Catalano Gorman Keeler Lamia Leckstein
RES. NO. 09-	2025 Appointment of Borough Planner: Jennifer Beahm, Leon S. Avakian, Inc.
Motion: _	Second:
Roll Call:	Bieber Catalano Gorman Keeler Lamia Leckstein

RES. NO. 03-2025 Appointment of Borough Attorney: Roger McLaughlin, Esquire

**Motion:** 

RES. NO. 10-2025 Appointment of Borough Consulting Engineers:

CME Associates, Trevor Taylor
Colliers Engineering & Design, William White
French & Parrello Associates, Brian R. Decina
Hoder Associates, David Hoder
Prestige Environmental, Grish Mehta
Remington & Vernick Engineers, Leonard Faiola
Suburban Consulting Engineers, Robert C. Gregoria
Van Cleef Engineering Associates, Millis J. Looney

Second:

Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein
RES. NO. 11-2	<b>2025</b> Appo	intment of <b>Bc</b>	rough Prose Cannon &		lliam G. M	cGuinn, Esquire
Motion: _			Secon	nd:		
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein
RES. NO. 12-2	<b>2025</b> Appo	intment of <b>Al</b>	ternate Bord Susan L. S Law office	olda De Sii	mone, Esq	
Motion: _			Seco	nd:		
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein
RES. NO. 13-2	<b>2025</b> Appo	intment of <b>Pu</b>	blic Defende Rudnick, Ad			
Motion: _			Secon	nd:		
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein
RES. NO. 14-2	<b>2025</b> Appo	intment of Bo Gibbons. P.		John Drai	kiwicz, Es	quire,
Motion: _			Secoi	nd:		
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein
RES. NO. 15-2	<b>2025</b> Appo	intment of <b>La</b>	bor Attorne Cleary, Gia			
Motion: _			Seco	nd:		
Roll Call	Rieher	Catalano	Gorman	Keeler	Lamia	l eckstein

# RES. NO. 16-2025 Appointment of Tax Appeal Attorney: Salvatore Alfieri, Esquire Cleary, Giacobbe, Alfieri, Jacobs, LLC

Motion: _			Secor	nd:			
Roll Call:	Bieber	Catalano _	Gorman	Keeler	Lamia	Leckstein	-
RES. NO. 17-	<b>2025</b> App		_		•	Metro, Inc. y Joint Insuran	ce Fund"
Motion: _			Secon	nd:			
Roll Call:	Bieber	Catalano _	Gorman	Keeler	Lamia	Leckstein	-
RES. NO. 18-	2025	Appointment	of <b>Flood Ins</b> ı	ırance Bro	ker: E.F. I	Mason Agency	
Motion: _			Secon	nd:			
Roll Call:	Bieber	Catalano _	Gorman	Keeler	Lamia	Leckstein	-
RES. NO. 19-	<b>2025</b> App	pointment of <b>W</b>		munication prises, LLO		ant:	
Motion: _			Secon	nd:			
Roll Call:	Bieber	Catalano _	Gorman	Keeler	Lamia	Leckstein	-
RES. NO. 20-	2025	Appointment	of <b>Municipal</b>	Financial	Advisor: I	NW Financial G	roup
Motion: _			Secon	nd:			
Roll Call:	Bieber	Catalano _	Gorman	Keeler	Lamia	Leckstein	-
11. CONSENT	AGEND <i>A</i>	<u>\:</u>					
Motion: _			Secor	nd:			
Roll Call:	Bieber	Catalano _	Gorman	Keeler	Lamia	Leckstein	-
A Certification of from the Consent		ports any items i	requiring expen	diture; any it	ems requirin	ng discussion will b	e removed
Res. No. 21-20	025	2025 BOROU	JGH COUNCI	L MEETING	SCHEDUI	LE	
Res. No. 22-20	025	APPOINTING DEVELOPME WILLIAM J.	NT BLOCK G	RANT REP	RESENTAT	_	
Res. No. 23-20	025	APPOINTME	NTS TO THE	BOROUGH	'S SPECIA	L EVENTS COM	MITTEE
Res. No. 24-20	025	DESIGNATIN	NG PUBLIC A F SEA BRIGH				

Res. No. 25-2025	AUTHORIZING CONTRACT EXTENSION FOR PROFESSIONAL SERVICE CONTRACT INFORMATION TECHNOLOGY CONSULTANT INTRON TECHNOLOGY
Res. No. 26-2025	OFFICIAL NEWSPAPERS
Res. No. 27-2025	OFFICIAL DEPOSITORIES
Res. No. 28-2025	INTEREST ON DELINQUENT TAXES, SEWER AND OTHER MUNICIPAL CHARGES
Res. No. 29-2025	ANNUAL FEE SCHEDULES
Res. No. 30-2025	POLICE SPECIAL DUTY RATES FOR 2025
Res. No. 31-2025	PETTY CASH FUNDS and CHANGE FUNDS
Res. No. 32-2025	2025 CASH MANAGEMENT PLAN
Res. No. 33-2025	AMENDING PURCHASING MANUAL
Res. No. 34-2025	ADOPT THE REGULATIONS OF PL 2016, CH 29 – ELECTRONIC FUNDS TRANSFER AND VENDOR CERTIFICATIONS (N.J.A.C 5:30-PA.6)
Res. No. 35-2025	AWARDING ANNUAL RAISES FOR NON-UNION EMPLOYEES
Res. No. 36-2025	TEMPORARY BUDGET APPROPRIATIONS
Res. No. 37-2025	APPROVING RENEWAL OF CONTRACT WITH COMMUNITY GRANTS, PLANNING & HOUSING FOR AFFORDABLE HOUSING ADMINISTRATIVE AGENT SERVICES
12. APPROVAL OF	BOROUGH EMPLOYEES/APPOINTMENTS FOR 2025:

# 12. <u>APPROVAL OF BOROUGH EMPLOYEES/APPOINTMENTS FOR 2025:</u> Chapter 3. Administrative Code §3-5. (B.) Mayor Appointments with

**Council Confirmation (Salaries set by Ordinance)** 

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call: Bieber Catalano Gorman Keeler Lamia Leckstein

The following Employees/Appointments are presented for the year 2025:

BOROUGH CLERK
 Christine Pfeiffer

BOROUGH DEPUTY CLERK
 Michelle Graham

• PLANNING BOARD SECRETARY/SPECIAL EVENTS SECRETARY/
ADMINISTRATIVE ASSISTANT Candace Mitchell

BEACH MANAGER
 Don Klein

BOARD OF HEALTH SECRETARY
 Michelle Graham

• SPECIAL PROJECTS COORDINATOR Frank Lawrence

- TECHNICAL ASSISTANT, CONSTRUCTION DEPARTMENT Kathryn Kwaak
- PART-TIME BUILDING DEPARTMENT SECRETARY Nancy O'Neil

• CONSTRUCTION OFFICIAL/HOUSING INSPECTOR/ Thomas Haege CODE ENFORCEMENT OFFICER/FIRE INSPECTOR/ FIRE SUB-CODE OFFICIAL

 FLOOD PLAIN MANAGER, ZONING OFFICER, CRS COORDINATOR Mary Tangolics

BUILDING SUBCODE OFFICIAL

Dean Ferraro

• ELECTRICAL SUBCODE OFFICIAL

Jay Everard

PLUMBING SUBCODE OFFICIAL

James Ammaturo

FINANCE MANAGER/QPA

Kasey Kirschenbaum

CHIEF FINANCIAL OFFICER

Michael Bascom

**OFFICIAL TAX SEARCHER** 

Jesse Faasen Jesse Faasen

OFFICIAL ASSESSMENT SEARCHER

Christine Pfeiffer

• PUBLIC OFFICER FOR ABANDONED PROPERTIES

TAX/SEWER UTILITY/REVENUE COLLECTOR

Thomas Haege

DIRECTOR OF PUBLIC WORKS

David Bahrle Robert Smith

 DEPUTY DIRECTOR OF PUBLIC WORKS & RIGHT TO KNOW/SAFETY COORDINATOR

PUBLIC WORKS MAINTENANCE

Joseph Eskridge Nicholas Sommers Scott Horvath

LIBRARY DIRECTOR

Jane Farmer

LIBRARY/RECREATION PROGRAM COORDINATOR Alessandra Scalgione

Alessandra Scalgione

LIBRARY ASSISTANTS

Deanna Andriola Patricia McCory Rosemary Gance Marie Szmania Joan Desimone Catherine DeMarco

RECREATION DIRECTOR

Don Klein

• **REGISTRAR** (Three-year terms: 1/1/23 – 12/31/25)

Candace Mitchell

DEPUTY REGISTRAR

Michelle Graham

ALTERNATE DEPUTY REGISTRAR

Christine Pfeiffer

BOROUGH MEDICAL SERVICES
 Monr

Monmouth Medical Center Occupational Health

• **SPECIAL EVENTS COMMITTEE** (General Code: §179-3)

Councilmember, Heather Gorman Alternate Councilmember, John M. Lamia, Jr. Borough Business Owner, Melissa D'Anna Borough Resident, Susana Markson Brian P. Kelly, Mayor

Rachel Giolitto, Administrator or Christine Pfeiffer, Clerk

Brett Friedman, Police Chief

David Bahrle or Robert Smith, Public Works

Don Klein, Recreation Director

John Arias, Police Captain

Alessandra Scalgione, Library/Recreation Program Coordinator

Candace Mitchell, Committee Secretary

Jersey Shore Regional Health Commission Representative

# REPRESENTATIVES TO MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND

William J. Keeler, Councilmember Rachel Giolitto, Alternate

# • FIRE DEPARTMENT LINE OFFICERS (General Code: §20-3)

Department Chief: Charles R. Murphy, Jr.

Assistant Chief: Charles Rivera

Captain: Ryan Naclerio Captain: Ben Perrin Lieutenant: Patrick Covert

Lieutenant: Starr McKenna Lieutenant: Luke Fanning Lieutenant: Vince Nocera

#### • FIRE DEPARTMENT AUXILIARY DRIVERS

Charles R. Murphy, Jr.

Rvan Naclerio

Benjamin Perrin

Charles Rivera

David Estelle

Daniel Drogin

James Forsman

Kevin Welsh

John Papay

Matthew Polandick

# • FIRE DEPARTMENT PROBATIONARY DRIVERS

Paulo Gaspar

Sara Gaspar

Kristel Mockler

Robert Barron

Vincenzo Bianco

Starr McKenna

Vince Nocera

Cody Burbank

Daniel Grabowski

Michael Greco

Luke Fanning

Christopher Glietz

Kevin Covert

Kevin Hoffman

Michael Saul

James Voorhis Alexander Baret Nicholas Simmons Salvator Ciotti Jacob Simon Richard Glietz

James Corrao

Nick Luiten

Joseph Wojtowicz

William Duffy

Daniel Maloney

Michael Very

Daniel Carney

Aaron Rock

Nicholas Hubbard

Andrew Murphy

Robert Alvator

Anthony Simone

Stephen Campbell

Angelo Ciaglia

Nicholas Colalilo

David Covert

Brach Child

Matthew Greco

William Peterpaul

Luiz Oliveria

Connor Shank

Matthew Morton

#### FIRE DEPARTMENT – ENGINEER(S)

David Estelle – Chief Engineer

James G. Forsman - Assistant Chief Engineer

• **FIRE POLICE:** Five-year term (General Code: §20-6)

Daniel Drogin, Captain (01/01/2024 - 12/31/2028)

David Estelle (01/01/2024 - 12/31/2028)
Patrick Mason (01/01/2021 - 12/31/2025)
Joseph Eskridge (01/01/2021 - 12/31/2025)
C. Read Murphy (01/01/2021 - 12/31/2025)
Charles Carlson (01/01/2023 - 12/31/2028)

# • FIRE DEPARTMENT - PURCHASING AGENTS

Charles R. Murphy, Jr. Charles Rivera

#### POLICE OFFICERS

Brett M. Friedman, Chief
John Arias, Captain
James A. McCue, Jr., Lieutenant
Charles R. Murphy, Jr., Det. Sergeant
Richard A. Huegel, Jr., Det. Sergeant
Andrew Hendricks, Patrolman
Ty Manning, Patrolman
Madison E. Taylor, Patrolwoman
Christopher D. Panduri, Patrolman
Alexa N. Susino, Patrolwoman
Kevin Pennell, Patrolman

#### • CLASS II SPECIAL POLICE OFFICERS

Nicholas J. Colangelo Thomas J. Wolf Monique M. Lopez Anthony J. Gandolfo Michael J. Alvator Alex Staats Kaden R. Letaul Nico DeMartino

#### CLASS I SPECIAL POLICE OFFICERS

Emilee Skillman Mason V. Senoff Jacob T. Herschenfeld Jack Kilgallon Anthony C. Lampasona

#### POLICE CLERK

Grace E. Niro

# • SEA BRIGHT EMS SQUAD

Daniel Drogan, President Mackenzie Shevlin, Vice President Isabella Bulhoes, Secretary Anthony Toth, Chief Daniel Boyce, Captain Daniel Drogan, Lieutenant

# EMERGENCY MANAGEMENT

Coordinator: 3-year term
Brian P. Kelly (01/01/2023 - 12/31/2025)
Deputy Coordinators: 3-year term
Daniel Drogin (01/01/23 - 12/31/25)
Ryan B. Murphy (01/01/23 - 12/31/25)

#### LOCAL EMERGENCY MANAGEMENT COUNCIL

Brian P. Kelly, Mayor - Chair, OEM Coordinator William J. Keeler, Councilmember/Public Safety Chair Brett Friedman, Chief of Police Charles R. Murphy, Jr., Fire Chief Anthony Toth, EMS Captain Tom Haege, Fire Official Christine Pfeiffer, Borough Clerk Rachel Giolitto, Borough Administrator David Bahrle, DPW Director JoAnn Kalaka-Adams, Resident James Adams, Resident Candance Brunswick, Resident Lance Cunningham, Carriage House Marina, Owner James LoBiondo, Surfrider Beach Club, Owner Michael Stavola, Driftwood Beach Club, Owner Chris Wood, Woody's Ocean Grille, Owner

- 13. COUNCIL COMMENTS
- 14. **PUBLIC COMMENTS** (limited to 3 minutes)
- 15. <u>BENEDICTION</u> Pastor Michael Turner, Sea Bright United Methodist Church
- 16. ADJOURNMENT

Cour	ncilmember		offered a m	otion to adj	ourn the m	eeting; sed	conded b	יכ
Councilmem	nber							
Roll Call:	Bieber	Catalano	Gorman	Keeler	Lamia	Leckstein	l	