

**MINUTES
SEPTEMBER 24, 2013**

The Meeting of the Board of Commissioners was held on the above date with Mayor McLaughlin presiding and Commissioners Bolan and McLoughlin answering the roll call. Also in attendance was the Borough Clerk.

The meeting was called to order at 7:30 P.M. with a salute to the flag.

Mayor McLaughlin announced that the notice requirements of R.S. 10:4-18 had been satisfied by delivering the required notice to the Coaster, posting the notice on the board in Borough Hall and filing a copy of said notice with the Borough Clerk.

RESOLUTION #1
A RESOLUTION TO RATIFY AND APPROVE MINUTES

Offered By: Comm. McLoughlin Seconded By: Comm. Bolan

BE IT RESOLVED, That the minutes of the regular meeting held September 10, 2013 be ratified and approved.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #2
A RESOLUTION TO DISPENSE WITH READING OF MINUTES

Offered By: Comm. McLoughlin Seconded By: Comm. Bolan

BE IT RESOLVED, That the Clerk dispense with the reading of the minutes of the regular meeting held September 10, 2013.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #3
A RESOLUTION TO AUTHORIZE TRANSPORTATION TRUST FUND APPLICATION

Offered By: Comm. Bolan Seconded By: Comm. McLoughlin

WHEREAS, The State of New Jersey, Department of Transportation has notified all municipalities of the availability of funding under the Transportation Trust Fund Municipal Aid Program for the Fiscal Year 2014; and,

WHEREAS, The Borough of Allenhurst is desirous of submitting an application under this program, for the following purpose:

Improvements to Allen Avenue from Lake Drive to Atlantic Oceanfront

NOW, THEREFORE, BE IT RESOLVED, That the Board of Commissioners of the Borough of Allenhurst, County of Monmouth, State of New Jersey, formally approves the grant application for the above stated project; and,

BE IT FURTHER RESOLVED, That the Borough Engineer, Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2014-Allenhurst Borough-00440 to the New Jersey Department of Transportation on behalf of the Borough of Allenhurst; and,

BE IT FURTHER RESOLVED, That the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Allenhurst and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #4
RESOLUTION TO REFUND OVERPAYMENT OF TAXES DUE TO A
MONMOUTH COUNTY TAX BOARD JUDGMENT

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

WHEREAS, the Borough of Allenhurst has received from the Monmouth County Tax Board judgments reducing the assessments on certain properties for the years indicated and,

WHEREAS, the taxes on these certain properties for the years indicated are overpaid and,

BE IT RESOLVED, that the Borough of Allenhurst refund to the taxpayer(s) shown below the amount of the tax overpaid and,

NOW THEREFORE BE IT RESOLVED that the Tax Collector is hereby authorized to issue individual check(s) to the taxpayer(s) shown below and charge 2013 taxes in the total amount of \$1,597.00.

BLOCK	LOT	OWNER	YEAR	AMOUNT
7	1	Hyman & Reina Anteby 303 Norwood Avenue Allenhurst, NJ 07711	2013	216.98
16	14	Alice & Victor Tawil 1138 E 8 th Street Brooklyn, NY	2013	1,380.02

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #5
A RESOLUTION TO AUTHORIZE PAYMENT FOR BATHROOM FACILITIES

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

WHEREAS, A contract was awarded to V & K Construction, Inc., to rebuild public bathrooms, which were destroyed by Superstorm Sandy; and,

WHEREAS, The Borough Architect has reviewed the project and recommends payment #3 as provided for in the Architect's report, which is on file in the Clerk's office;

WHEREAS, Funds for this purpose shall be provided for in Capital Ordinance #2013-02, known as, Superstorm Sandy, and the Chief Finance Officer has so certified;

NOW, THEREFORE, BE IT RESOLVED, That V & K Construction, Inc., be compensated in the amount of \$31,840.00 for work done in accordance with the Architect's report.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #6
A RESLUTION TO AUTHORIZE LEASE OF COPIER FOR ADMINISTRATIVE OFFICES

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

WHEREAS, The lease agreement on the Ricoh MPC 3500 SPR copier has expired and the Borough Administrator has recommended that a new lease be obtained for a copier for the administration offices; and,

WHEREAS, The Borough Administrator has received four quotes for leasing of machines from Canon, Xerox, Sharp and Ricoh, and Ricoh was the lowest quote received for lease and maintenance; and,

WHEREAS, Ricoh will pick up and return the present copier at no charge to the Borough; and,

WHEREAS, Funds for this purpose will be provided for in the appropriation entitled Administration, O.E., and the Chief Finance Officer has so certified;

NOW, THEREFORE, BE IT RESOLVED, That the Business Administrator is hereby authorized to enter into a lease agreement with Stratix Systems, the lowest of four quotes secured for the lease of a Ricoh MP3003SP copier for 60 months at \$129.88 per month and a maintenance agreement of \$97.30 per month, which includes toner; and,

BE IT FURTHER RESOLVED, That Stratix will pick up and deliver the old copier at no cost to the Borough.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #7

A RESOLUTION TO AUTHORIZE BOND ANTICIPATION NOTE

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

WHEREAS, The Mayor and Commissioners of the Borough of Allenhurst deem it necessary and advisable on November 29 , 2013 to issue a Bond Anticipation Note internally;

NOW, THEREFORE, BE IT RESOLVED, By the Mayor and Commissioners of the Borough of Allenhurst as follows:

1. That a Bond Anticipation Note of the Borough of Allenhurst in the County of Monmouth and State of New Jersey in the amount of One hundred eight thousand four hundred dollars and 00/100 (\$108,400.00) as previously authorized by four bond ordinances adopted by the Borough of Allenhurst on October 11, 2005, (Ord. No. 05-10); February 27, 2007 and February 28, 2008, (Ord. No. 07-03 and Ord. No. 08-01) be issued
2. Said Note shall be issued and executed and held at the Borough of Allenhurst to be payable at the office the Borough of Allenhurst.
3. Said Note shall be dated November 29, 2013 and shall be payable November 29, 2014.
4. Said Note shall bear interest at the annual rate of 0%.
5. The Borough Chief Financial Officer is hereby authorized and directed to execute said Note on the part of the Borough of Allenhurst.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #8

A RESOLUTION TO AUTHORIZE BOND ANTICIPATION NOTE

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

WHEREAS, The Borough of Allenhurst on October 11, 2005 finally passed and adopted an Ordinance authorizing Sewer Improvements, as set forth in the said Ordinance; and,

WHEREAS, The Mayor and Commissioners of the Borough of Allenhurst deem it necessary and advisable on November 29 , 2013 to issue a Bond Anticipation Note in the amount of thirty-seven thousand five hundred dollars and 00/100 (\$37,500.00) in connection with financing of same and said Notes are about to become due;

NOW, THEREFORE, BE IT RESOLVED, By the Mayor and Commissioners of the Borough of Allenhurst as follows:

1. That a Bond Anticipation Note of the Borough of Allenhurst in the County of Monmouth and State of New Jersey in the amount of thirty-seven thousand five hundred dollars and 00/100 (\$37,500.00) payable November 29, 2014 to be issued and executed and held at the Borough of Allenhurst, with interest at an annual rate of 0% on said Note to be payable at the office of the Borough of Allenhurst.

2. Said Note shall be dated November 29, 2013 and shall be payable November 29, 2014.
3. Said Note shall bear interest at the annual rate of 0%.
4. The Borough Chief Financial Officer is hereby authorized and directed to execute said Note on the part of the Borough of Allenhurst.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #9

A RESOLUTION TO AUTHORIZE LEGAL AND PERSONNEL CAUCUS

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

WHEREAS, State law permits the exclusion of public in certain circumstances; and,
WHEREAS, The Board of Commissioners of the Borough of Allenhurst finds that such circumstances currently exist; and,

WHEREAS, The Board of Commissioners will make public, minutes of the closed session when confidentiality no longer exists;

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners that they are hereby authorized to enter into closed session to discuss legal and personnel matters which are exempt from the public meeting under the Sunshine Law.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

RESOLUTION #10

A RESOLUTION TO CONFIRM BILLS AND PAYROLL (9/01/13 – 9/15/13)

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

BE IT RESOLVED, That bills and payroll totaling \$181,374.23 be approved for payment; and,

BE IT FURTHER RESOLVED, That the September 24th consolidated bill list be attached hereto and made a part thereof.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

BEST PRACTICES

The Board of Commissioners went over the Best Practices worksheet with the Borough Clerk item by item. On Item #5, the Commissioners agreed that even though they do not accept campaign contributions, they would be willing to adopt a pay to play ordinance.

On Item #11, the CFO stated she would prepare an accounting policy manual for use next year.

On Item #14, the Board agreed that it would set up a Finance Committee made up of the Finance Commissioner, Borough Administrator and CFO and they would meet one a month to discuss finance issues.

On Item #23, the Borough Administrator stated she would provide budget status reports to the Commissioners on a quarterly basis.

On Item #36, the Borough Administrator stated she would prepare a three-year salary review for Borough employees to be posted on the Borough website.

The Board agreed to look into Workers Compensation as suggested in Item #43.

Item 46 – The Board has not looked at eliminating longevity in the upcoming contract. The Borough Administrator reports that the PBA is aware that this is something that will have to be eliminated in future contracts.

Item #50 – The Borough Engineer has looked into FEMA’s National Flood Insurance Program Community Rating System, but as there are so few homes in a floodplain, it was decided that it would not be of benefit to the Borough to participate.

The Business Administrator stated that the Borough’s score was 43 and no funding will be lost as they fit within the 41-50 perimeter. Both the CFO and Clerk-Administrator have certified the accuracy of the Best Practice’s inventory.

OTHER BUSINESS

The Board discussed the Halloween Parade and decided it would be on October 26th at 1 PM. Mayor McLaughlin asked the Clerk to invite Loch Arbour and Interlaken. The Tree lighting will be on December 8th at 5 PM.

Comm. McLoughlin thanked Chris Rogers and Doug Caron for a great season. This was the best season they have ever had. He did not hear one single complaint.

Mayor McLaughlin agreed and added that Doug’s work ethic carried through to the kids. They had a great time, too. Mayor McLaughlin stated they had a sleep out at the Club on Saturday and it was a great success.

Mayor McLaughlin asked Mr. Horowitz if he thought the speed bump placed on Corlies Avenue was working. Mr. Horowitz stated it was doing a good job of keeping speeds down. Ninety percent of people slowed down. He asked Comm. McLoughlin if he liked it and the Commissioner answered that he and his wife can hear it, but they appreciate what it is doing. Mr. Horowitz stated that another speed bump in front of his house would be better.

Bob Scally stated the he and his neighbors were talking about getting a petition together to have one put in the 300 block of Cedar Avenue. It is the first block from Deal and people do speed through. Joe Tomaino stated he would support that and, in fact, he would like one on his block.

Mayor McLaughlin stated he thinks having one at both ends of the block would work better.

PUBLIC HEARING

Bob Scally commented that the new flags looked nice and were up for 9/11.

DISCUSSION ON SNACK BAR

There was discussion on where to place the snack bar in which Mayor McLaughlin suggested putting something on the deck at beach level and Comm. McLoughlin suggested putting in a snack bar at the end of Allen Avenue with a stairs to the beach.

Doug Caron suggested using the present office, stating that there is already electric and sewage. The office does not need to be as big as it is and he would like to reconfigure the entrance and exit from the Club using the space where the wall is to the south of the main entrance. That wall is in bad condition and they can take care of a lot of things at one time.

Mayor McLaughlin stated he liked the idea and Comm. Bolan commented that they could have that up and running by next season. Mayor McLaughlin asked Mr. Tomaino to look into the possibility.

RESTAURANT

There was a lengthy discussion regarding the restaurant and whether it should be one story or two stories. Mayor McLaughlin asked if it would be difficult to prepare two sets of specifications. Mr. Tomaino stated it would not be difficult, but there would be a cost.

Mayor McLaughlin told those present that the Commissioners had some concerns about costs.

Comm. McLoughlin stated he would be willing to pay \$50,000 or \$60,000 to put out both set of specs. He would rather spend the money and if they are able to put on a second floor, he would like to do that.

Comm. Bolan disagreed, stating they should decide if a two-story building is feasible. There is no parking. The facility has a history of being a summer facility and they have already expanded that to year-round. It is located in a residential area. Now they are talking about a restaurant and a banquet facility. In the winter when it is not busy, the restaurant can serve as a banquet facility. He thinks the second floor would have a limited use. He does not think the area supports two stories.

Mayor McLaughlin stated he is in the middle. The parking issue is a good point and it is a residential area. Maybe they can have a one story building with an accessible deck. Maybe a canvass framed roof.

Comm. McLoughlin stated that according to the lease, the Borough was supposed to get a fee for parties larger than 100 people. They can keep the second floor locked until it is requested to be used by the restaurant tenant and they could collect their fee. Some of the residents have told him that they would like to rent it for social occasions.

Mayor McLaughlin stated that Comm. McLoughlin brings up a good point. They can use the room for the Beach Club and for the residents.

Mr. Scally thought Comm. Bolan brought up a good point. It is a residential area. It used to be open in the summer only.

Comm. Bolan asked Peter Avakian for his thoughts and Mr. Avakian stated his first thought was that it was a great idea. However, after listening tonight, he has re-thought it. He understands that in the summer with the great influx of traffic, how it can affect your lifestyle. He can understand what Comm. Bolan is saying when he says it is too much to handle in that location.

Jack Lehmann stated that people love the idea of a second floor, but after listening to the arguments, he agrees there would be a large impact. He can see if it were less of a banquet facility and more of a deck space. Maybe it can be something that can be used in the evenings or for small meetings. Something toned down.

Comm. Bolan stated they are planning a room for the old snack bar which will have that type of access. He continued, stated if you have that type of access you will need an elevator. Once you put in an elevator and interior staircases, you lose space.

Mayor McLaughlin stated he was leaning towards not doing a second floor, but would like access to a deck. Maybe a resident could host a cocktail party up there. Comm. Bolan opined that it would be a great view.

Comm. McLoughlin stated that he would like a second floor, but maybe not a banquet facility.

Mr. Caron stated that when word got out about a second floor, 90% of people he spoke to were all for it. The second floor could be used for Borough events like the Halloween party, holiday parties, Garden Club meetings, etc. There are so many uses. The firehouse in Neptune is rented every weekend and their only view is of other residences. Allenhurst is already crowded. The Borough could use the tennis court area as a satellite parking area. He thought the Board would regret a decision not to put on a second floor 10 years down the road.

Comm. McLoughlin stated that knowing what the cost would be, instead of speculating, would be better.

Chris Rogers stated that people were asking to rent the area under the tent. How much better if there was a room? Also, they need a space for the recreation kids.

Mr. Horowitz stated that, at first, it seemed a simple thing. They will have to examine the costs.

Comm. McLoughlin stated that is why he would like to bid both.

Mayor McLaughlin asked Mr. Tomaino to come up with a cost to put out both sets of plans. He would like the Board to meet on Monday to talk about it.

Mayor McLaughlin moved, seconded by Comm. McLoughlin, that the Board meet to discuss the restaurant on Monday, September 30, 2013, at 8 PM in the second floor meeting room, Borough Hall. The motion was approved on the following vote: McLaughlin-AYE; Bolan-AYE; McLoughlin-AYE.

There being no further business, the meeting adjourned to personnel and legal caucus and did not reconvene.

Lori L. Osborn, RMC
Clerk-Administrator