

**MINUTES  
ORGANIZATION MEETING  
RED BANK REDEVELOPMENT AGENCY  
MAY 9, 2019  
6:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Commissioners Huber, Massey, Reynolds-Lewis and Wouters, Mayor Menna and Council members Triggiano and Yassin.

**ALSO PRESENT:** Borough Administrator Shehady, Borough Clerk Borghi, Consultant DeRoberts and Consultant Hartnett.

**ABSENT:** Commissioner Beebe

**SUNSHINE STATEMENT**

Borough Clerk Borghi requested the minutes reflect that, in compliance with Public Law 1975, Chapter 231 (Open Public Meetings Act), notice of this meeting has been provided by notifying the Asbury Park Press, the Two River Times and the Star Ledger and by placing a notice on the bulletin board and filing same with the Borough Clerk on May 7, 2019.

Borough Clerk Borghi opened the meeting.

**MINUTES AND REPORTS**

There were no minutes or reports.

**NEW BUSINESS**

**Oaths of Office**

Oaths of Office were administered to the Commissioners.

**Mayor's Welcome**

Mayor Menna welcomed the new commissioners and reviewed the selection process. He said there had been 50 applicants for the positions. He thanked them for volunteering their time and talked about the importance of the agency. He thanked his colleagues on the Council for supporting the idea. He asked the members to introduce themselves. Each commissioner gave their name and their background experience.

Mayor Menna also asked members of the advisory group who were in attendance to introduce themselves.

Joe Hartnett and Ken DeRoberts of GSG introduced themselves and said they were the project advisors. They reviewed the work that had been done by GSG to do that groundwork for the creation of the agency.

**Election of Officers**

Councilman Yassin nominated Megan Massey for Vice Chairperson, Commissioner Wouters seconded.

**ROLL CALL:**

**AYES:** Huber, Massey, Reynolds-Lewis, Triggiano, Wouters, Yassin

**NAYS:** None

There being six ayes and no nays, the motion was declared approved.

Councilman Yassin nominated David Huber for Chairperson, Councilwoman Triggiano seconded.

**ROLL CALL:**

**AYES:** Huber, Massey, Reynolds-Lewis, Triggiano, Wouters, Yassin

**NAYS:** None

There being six ayes and no nays, the motion was declared approved.

**Appointment of Officers**

Mr. DeRoberts reviewed other officers position that needed to be filled and recommended the following:

Executive Director – Ziad Shehady

Secretary – Pamela Borghi

CFO – Peter O'Reilly

Commissioner Wouters made a motion to approve the appointments, Councilman Yassin seconded.

**ROLL CALL:**

**AYES:** Huber, Massey, Reynolds-Lewis, Triggiano, Wouters, Yassin

NAYS: None

There being six ayes and no nays, the motion was declared approved.

Chairman Huber took over as the presiding officer.

### **Authorize Issuance of RFQs**

Chairman Huber asked Administrator Shehady to review the need for Requests for Proposals.

Administrator Shehady said there was a need for a General Counsel, Redevelopment Counsel, Planner and Engineer. He said the appointments would require Commission approval.

Councilman Yassin made a motion to authorize the issuance of Requests for Proposals for the referenced positions, Commissioner Wouters seconded.

Advisory Committee member Tim Hogan of Hackensack Meridian asked about the role of the Advisory Committee members.

Mayor Menna said it was anticipated that the appointees would represent interested stakeholders. He said it was the intent that the appointees would share information and offer input.

Councilwoman Triggiano asked if Stakeholders would be notified when a meeting might pertain to their expertise.

Mr. DeRoberts said he expected there would be quarterly meetings of the Advisory Board to go through key issues and to get input and perspective to shape policy. He said he expected the Chair and two Commission members may also attend those meetings.

Mr. Hogan asked if there would be outreach for input in an issue arose rather than waiting for the next quarterly meeting.

Administrator Shehady said that there would. He also noted that agendas and materials would be shared with the Advisory Board so they could provide input on a regular basis.

Mr. DeRoberts confirmed that they would reach out for their expertise.

Commissioner Wouters asked Mr. DeRoberts to briefly explain the significance and powers of the Agency.

Administrator Shehady said that was on the agenda after the Commissioners set their meeting schedule.

### **2019 Meeting Schedule**

A discussion followed and the Commissioners agreed to review their scheduled and response with a day of the month that would fit their schedules with notifications to be sent once a date was confirmed.

### **Commissioner Development**

Joseph Hartnett reviewed the powers and duties of the Commissioners. He said the two most important were to prepare a Redevelopment Plan which would ultimately need to be approved by the Governing Body.. He said it was also their mission to make redevelopment projects happen. He said they could acquire land if necessary and needed to make sure projects were completed. He said the Advisory Board had an important role for input. He said plans and projects must go before the Advisory Board and gave the example of review the impact on the schools.

Mr. DeRoberts said the primary role was to relieve the burden on the Governing Body. He reviewed current proposed projects. He said the most urgent need was to address the need for a municipal facility. He also urged members to review the application for the agency and pointed out that it was created with a sunset provision to see if it would still be needed in five to seven years.

Councilman Yassin asked what the agency's role was in regard to design standards.

Mr. DeRoberts said it was recommended that the Borough be pro-active rather than re-active. He said the Agency could create design standards.

Councilman Yassin asked if the Agency would disband in five years.

Mayor Menna said they had testified that they was a sunset provision at seven years.

Councilman Yassin asked if the Council would review the Agency yearly.

Mr. DeRoberts and Mayor Menna both confirmed that it would.

Advisory Board members Michaela Ferrigine of the Historic Preservation Commission called for more frequent input from the advisors.

Chairman Huber agreed. He said they would need to figure that out. He said he didn't want it to be overly burdensome but welcomed the expertise.

### **OPRA, OPMA**

Administrator Shehady reviewed the Open Public Meetings Act statute and the Open Public Records Act statute. He said four commissioners would constitute a quorum.

Borough Clerk Borghi reviewed records that were subject to disclosure including emails and noted the need for Commissioners to complete the Financial Disclosure Statement.

**Education**

Administrator Shehady offered information on classes for Commissioners

Mr. Hartnett offered additional information on training.

**PUBLIC COMMENT**

No one appeared.

**EXECUTIVE SESSION**

No Executive Session needed.

**ADJOURNMENT**

Councilwoman Triggiano offered a motion to adjourn the meeting, seconded by Councilman Yassin.

**ROLL CALL:**

AYES: Huber, Massey, Reynolds-Lewis, Triggiano, Wouters, Yassin

NAYS: None

There being six ayes and no nays, the motion was declared approved.

Respectfully submitted,

Pamela Borghi