

MINUTES
WORKSHOP MEETING
MUNICIPAL COUNCIL – BOROUGH OF RED BANK
March 6, 2019
6:30 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Mayor Menna, Council Members Yassin, Triggiano, Yngstrom, Zipprich and Horgan.

ALSO PRESENT: Administrator Shehady, Borough Clerk Borghi, Attorney Sobel, Engineer Neumann, Consultant DeRoberts and Department Heads.

ABSENT: Councilman Ballard

SUNSHINE STATEMENT

Mayor Menna 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 December 12, 2018.

MARINE PARK CONCEPT PRESENTATION

Mayor Menna called for the presentation of the Marine Park Concept Plan to be the first item of business.

Administrator Shehady asked Scott Scarfone of Kimley-Horn to come forward and being a presentation to the Council.

Mr. Scarfone reviewed the Concept Plan for Marine Park. Highlights of the proposal include:

- Moving the parking area from the waterfront to the area that was formerly home to tennis courts. He said it would result in a net loss of 14-15 spots.
- Adding a grand entrance/plaza/gathering space at the entrance to the park.
- Moving the playground closer to the entrance and next to the restrooms and parking.
- Adding a seating wall along the promenade to serve as storm surge protection and additional seating opportunities.
- Creating two staging/plaza areas near the water.
- Adding a kayak storage facility and launch area.

He also reviewed storm water management issues.

Administrator Shehady said he and Recreation Director Hoffmann had gone over the plans and kept in mind feedback from the public and the RiverCenter Strategic Plan. He said they also considered the Borough's need to take better advantage of the river. He said the plan called for less permanent structures and more open, programmable space as well as increased boardwalk area. He said both the Environmental Commission and the Parks & Recreation Committee had reviewed the plan and given feedback before offering their support for the final draft.

Mr. Scarfone reviewed the next steps in the project which would include:

- Kimley-Horn would do due diligence with regulatory agencies and permits.
- Obtain an updated survey.
- Provide a cost estimate
- Provide a 30 percent complete set of plans which he explained was necessary for permitting and funding
- Refine plans and seek funding sources
- Deliver 100 percent complete documents and begin construction

Councilwoman Horgan asked about the time frame.

Mr. Scarfone said it could be shovel ready one to one and a half years after funding was secured.

Administrator Shehady asked the Council for feedback.

Mayor Menna thanked Mr. Scarfone, Director Hoffmann, Administrator Shehady and Councilman Yngstrom for their efforts. He thanked the Environmental Commission for partnering with the plan. He said the ideas set forth by Mr. Scarfone provided a roadmap to get the project done. He said he agreed with the focus on the river and giving public access to the most valuable space.

Councilwoman Horgan said the additional green space was great. She noted some of the elements had been discussed before such as the possibility of a steam boat, ice rink and miniature golf. She said she liked the idea of enjoying the benefit of the river and moving the playground closer to the bathroom.

Councilman Yngstrom said it was a great plan. He said he specifically liked the kayak launch with a location that was safe to get in and out of while providing more access to the river.

Councilman Zipprich said he agreed with Councilwoman Horgan adding that he felt the additional green space would be a great attraction. He asked about the location of the vessel pump out station.

Mr. Scarfone indicated its approximate location on the plan and said it would definitely be included on a more detailed drawing.

Councilman Zipprich said he also like the access road and noted how it would help Public Works staff.

Councilman Yassin asked what was being requested of the Council at this time.

Mayor Menna said he heard the Council saying that they felt it met the obligation of offering more green space, water access and parking for park users. He expressed concern over the seating wall noting that it would need to have design elements to deter skateboarders.

Mr. Scarfone agreed.

Administrator Shehady said if the Council was in favor of moving forward based on the presentation, Mr. Scarfone would draft a final report and the Council could accept it at the next meeting. He said from there, the Council would discuss proposals to take the project to the next level of design and consider budget estimates.

Councilman Yassin asked if this was the final design or if it could be changed.

Mr. Scarfone said there would be refinements and nuances.

Councilman Zipprich noted that this was a conceptual plan.

Mayor Menna opened the floor to public comment on the plan.

Chuck Honeywell—54 Chestnut Street—congratulated Kimley-Horn on the conceptual design. He said he hoped the Council would proceed and authorize the next phase.

Cindy Burnham—71 Wallace Street—noted that it was a Green Acres park.

Mayor Menna said they would comply with the Recreational Open Space Inventory and Green Acres regulations. He said the plan would also have to be reviewed by the Department of Environmental Protection.

Mr. Scarfone said the due diligence process would flesh out any issues.

Ms. Burnham asked if the Borough would still be issuing parking permits to Riverview Medical Center.

Mayor Menna said that was not anticipated.

Administrator Shehady said those types of decisions would be part of the operating/planning phase and would come later.

Ms. Burnham said there used to be a gazebo in the park and said it had to be taken out due to vandalism. She noted there were two new ones planned and asked how they would be protected.

Mayor Menna said security issues would be addressed and agreed that was a consideration.

Councilman Zipprich noted there was also a covered area included in the restroom building.

Councilwoman Burnham said she was talking about the ones planned for the corners.

Administrator Shehady reminded her that the plan was conceptual.

Councilwoman Burnham offered information on an antique boat company that she suggested by contacted for inclusion in park plans.

Mayor Menna said any such service would be solicited through the public bidding process.

Councilwoman Burnham said she would also like to see game tables.

Councilwoman Triggiano agreed and said she liked the improved safety elements including putting the playground next to the restroom.

Ben Forest—16 Locust Avenue—said moving the parking lot was a positive move. He said he liked that the plan was not too busy and said he would like to see it done quickly.

REPORTS OF DEPARTMENTS/OFFICES

Administration

Administrator Shehady reviewed Resolutions that were expected to be on next two agendas including Contract Renewal for Dynamic Testing, new appointments regarding Community Development Block Grant, appointing a Historic Preservation Commission Attorney, revised resolutions regarding Professional Services Contract Awards, and awarding the contract for the Primary School Access Road project and authorizing the Redeveloper's agreement with Saxum Real Estate.

Councilman Zipprich asked if the Historic Preservation Commission should appoint their own attorney since they were an autonomous Board.

Administrator Shehady said he believe it was in the ordinance that the appointment should be made by the Mayor and Council.

Attorney Sobel confirmed that that was correct.

Engineering

Engineer Neumann offered an update on the East Bergen Place project. She noted the project had been on hold due to cold weather and the need for previous work to settle. She said she expected the project to remobilize in

the coming weeks. She noted the project deadline was May 1st. She reported that the White Street project was in the design process and that it was 70 to 75 percent complete. She need it needed review/approval by I Bank. She also reported that the road program design work was underway and that she expected construction to start in late spring. She said the Eastside Park/Mohawk Pond project had also been stalled over the winter months. She said she anticipated the contractor would be on site this week. She said she would reach out to obtain a schedule for the work. She also reported that she would be presenting plans for two projects at a public hearing scheduled for 3/27/2019 regarding grants for Riverside Gardens Park and Bellhaven Nature Area.

Administrator Shehady reiterated that the Public Hearing on those two grant applications would be held at the March 27 Council meeting.

Ms. Neumann reviewed other projects she was working on including the Phase I assessment of the DPW facility and the English Plaza RiverCenter improvements.

Administrator Shehady said the Borough Attorney was working with RiverCenter's attorney on an agreement between the two groups regarding the joint English Plaza project. He said in reviewing lighting options, the decision was made that they should go with the more expensive option. RiverCenter was considering taking out a loan or a bond. He said the Borough may float the bond and have RiverCenter pay it back. He said the matter was being discussed by the Attorneys.

Councilman Zipprich noted the RiverCenter Board of Directors was having a special meeting the following week to discuss the matter.

Information Technology

Administrator Shehady noted a report had been distributed to Council and asked if there were any questions.

Grants

Administrator Shehady noted the Borough had just received word that they had been approved for another grant regarding electric vehicle charging stations.

Administration - Continued

Administrator Shehady said a proposed renewal agreement had been reviewed by the Borough Attorney and was ready to move forward. He also reviewed a Community Energy Aggregation program that he had successfully implemented before. He reviewed the Redevelopment Agency timeline and noted the need to make appointments at the next meeting.

Councilman Yngstrom suggested an application be made available so people could express their interest for a more transparent process.

Ken DeRoberts came forward to address any questions.

Councilman Yassin asked about the criteria for applicants.

Mr. DeRoberts said it should be a diverse group with knowledge of real estate, finance, and economic development. He again stressed that it should be as diverse as possible. He noted there were only five positions available and said it would be difficult to whittle the choices down.

Councilman Yassin asked if they could expand the Board.

Mr. DeRoberts said the size was determined by State Statute.

Mayor Menna reviewed the concept and the possible members. He noted they would need to be residents and suggested they could make additional appointments to an advisor board.

Clerk

Municipal Clerk Borghi noted her report had been distribute and review upcoming proclamations to be on the agenda for the next meeting.

Finance

Administrator Shehady noted that the matter of tax exempt status being awarded to a Shrewsbury Avenue property owned by the Two River Theater had been reviewed by the Attorney and said he had agreed with the tax assessor that it was appropriate.

OEM/Fire Marshal/Code

Coordinator/Fire Marshal Welsh reviewed the Hazard Mitigation plan and reported on a fall Multi-day exercise with the County scheduled for the fall. He reviewed the recent Code Blue status and reviewed figures that included Red Bank locations. He said he was working on an Emergency Operation Plan update and hoped to have it completed by June

Administrator Shehady noted that there were two new computer systems being implemented; one to be use for Fire Prevention and one for Code.

Fire Marshal Welsh also reported that they have started working with Red Bank Regional High School students to

develop a recruiting film for the Fire Department and to establish a Social Media presence. He said he would have more to report on that later.

Police

Chief McConnell reviewed highlights of his report and noted that the Department was implementing the Chaplaincy program and the Communicators on Patrol program. He said applications were out for positions in both programs.

Public Utilities

DPW Director Keen reviewed highlights of his report. He said the Trap/Neuter/Release program had been very successful. He said the HVAC project at 90 Monmouth Street had recently been closed out. He said he was working on the overall plan in regard to the Public Works facility and said the Senior was in the process of remediation.

Councilman Zipprich asked about the schedule for completion of repairs at the Senior Center.

Director Keen reviewed issues causing delays with the project and said it was anticipated it should be complete in a couple of weeks. He thanked Senior Center Director Reynolds for her cooperation. He also stressed the need to advise the public that there should be no plastic bags included in with the recycling. He said they had been addressing the issue with apartment complexes. He reported that the DPW crews had done well in the recent storm and said the street sign replacement project was going well. He said the department had been taking advantage of some of the warmer days to do some painting and said that would continue as the weather warmed up. He also reported that they had submitted a draft Lead & Copper plan to the DEP and were waiting to hear about any amendments that would need to be made. He said he anticipated a final plan at the end of March.

Administrator Shehady said a Public Works bulleting had gone out earlier in the day. He said he had work with the Committee and DPW staff to create the one page document. He said it was created in both English and Spanish and thanked Recreation Administrative Assistant Bambina for her assistance. He said it was available on the Borough's website and noted paper copies would also be available in Borough facilities.

Parks & Recreation

Director Hoffmann commended Park Attendant Harris for her efforts at a medical incident the previous day. He thanked the Administrator for recognizing Administrative Assistant Bambina. He said there would be a resolution at an upcoming meeting regarding hiring Summer Camp staff. He reviewed a recent CPR program that a number of employees had participated in. He thanked Kimley-Horn for the presentation on Marine Park and thanked the Council for their input.

Senior Center

Director Reynolds reviewed her report and asked if anyone had any questions.

Land Use/Planning & Zoning

Administrator Shehady said the Affordable Housing Settlement Agreement would need to be amended due to the fact that a referenced Housing Authority program had been discontinued. He said that portion of the agreement would be changed to more generic language. He said a new hearing date had been scheduled in May.

Building

Construction Official Corcione reviewed his report. He said February had been a slow month overall.

Administrator Shehady said there would be a resolution at the next meeting to appoint Construction Official Corcione as Plumbin Subcode Official.

Correspondence

None.

Public Comment

No one appearing, Councilman Zipprich offered a motion to close the audience portion, seconded by Councilwoman Horgan.

ROLL CALL:

AYES: Yassin, Triggiano, Yngstrom, Zipprich and Horgan.

NAYS: None

There being five ayes and no nays, the resolution was declared approved.

EXECUTIVE SESSION

18-59 Mayor Menna read a resolution to adjourn to executive session to discuss Contract Negotiation; no action to be taken.

Councilman Zipprich offered a motion to adjourn to Executive Session, seconded by Councilwoman Horgan.

ROLL CALL:

AYES: Yassin, Triggiano, Yngstrom, Zipprich and Horgan.

NAYS: None

There being five ayes and no nays, the resolution was declared approved.

Councilman Zipprich offered a motion to adjourn the meeting, seconded by Councilman Yngstrom.

ROLL CALL:

AYES: Yassin, Triggiano, Yngstrom, Zipprich and Horgan.

NAYS: None

There being five ayes and no nays, the resolution was declared approved.

Respectfully submitted,

Pamela Borghi