

FEBRUARY 20, 2016

Budget Meeting of Mayor and Council was convened at 9:04 a.m. on February 20, 2016 in Council Chambers of Borough Hall with Mayor Donovan presiding.

Mayor Donovan read the statement re: Open Public Meetings Act of 1975 and that adequate notice has been provided by transmitting the Resolution of Annual Meetings to the Asbury Park Press and the Coast Star, by posting it in the Borough Hall on a bulletin board reserved for such announcements, and by posting it on the official website of the borough.

Mayor Donovan welcomed the audience and invited them to join in a moment of silent prayer and a salute to the Flag.

ROLL CALL: Present: Council Members Lee, Walsh, McCarthy, Olivera, Read, and Mangan.

Absent: None

Also present was Borough Administrator/CFO Joseph DeIorio.

Audience Participation – Agenda Items

Council Member Olivera made a motion to open the meeting to audience participation, seconded by Council Member Lee. Motion carried unanimously.

Mary Ryan, 113 Beachfront inquired about having a copy of the budget documents available to the audience.

Mr. DeIorio apologized and advised that he forgot.

Ms. Ryan voiced her opinion on the way the budget meetings are run with no audience participation after each budget.

Mayor Donovan stated that there could be an audience participation after each budget is discussed if that is how council wants to handle it.

There was no opposition to this request.

Council Member Read made a motion to close the public portion, seconded by Council Member Olivera. Motion carried unanimously.

BUDGET DISCUSSION

Budget Update

Mr. DeIorio went over what is on the agenda for this meeting. He advised that the small budgets for next week will be Library, First Aid and Recreation who have all be contacted via e-mail and he is waiting for call backs to confirm their availability.

Beach Department Budget

Mr. DeIorio and Walter Wall, Beach Manager presented the budget.

Mr. DeIorio started with the revenues in 2015 and he compared revenues over the last few years.

There was discussion on the revenues over the past few years, surplus amounts, debt for the beach building, and repayment of community disaster loans. There was also discussion on Sea Watch and the surplus amount.

Mr. DeIorio continued with the salary and wages for the beach and the number of days used for the calculation.

There was discussion on the calculation of days and the dollar amount.

FEBRUARY 20, 2016

It was recommended that 7 days be removed from the salary and wage line item and that the street maintenance line item being looked at as there will be increased DPW work in the beach area. There was also discussion on the bulkhead replacement and how it will effect budgets this year.

Council Member Walsh left the meeting at 9:44 a.m.

Mr. DeIorio continued with the operating and expense line items of the budget.

Mr. Wall went over increases and decreases in utilities, office supplies, and supplies tools/equipment line items.

There was discussion on the use of the tractor at the beach and the amount of money going towards it for repairs and the surplus opportunity that the Borough has through the state. There was also discussion on the amount of money spent to get the berm built prior to a storm and that this will be an ongoing expense every year with OEM making the decision to move forward and it should be included in the budget.

Mr. Wall and Mr. DeIorio continued with the budget.

There was discussion on sand placement and tractor use and a request for a trailer for storage at the beach garage.

Mr. DeIorio stated that the storage trailer should be looked at in committee first as it requires more discussion.

Mr. Wall explained the radios and repeater system request.

Council Member Lee inquired about the playground equipment line item.

Mr. Wall stated that he doesn't believe there should be anything major but he would take it out of another line item.

There was discussion on the Jeep Jimmy that the Beach Manager drives and the shape that it is in.

Council Member Olivera requested that there be a 5 year look back on the operating expenses.

Council Member Mangan made a motion to open the beach budget discussion to the public, seconded by Council Member Olivera. Motion carried unanimously.

Mary Ryan, 113 Beachfront inquired about money being put aside for new signs.

Mr. DeIorio stated that there is a line item of \$3,000 for signage.

There was discussion on signage at the beach for dogs and the enforcement of the code.

Ms. Ryan inquired about the closing of Riddleway through the Third Avenue parking lot and if it made a difference in the income of the parking lot last year.

Mr. Wall stated that there is not a breakdown of this income for a specific parking lot.

There was discussion on the placement of the trailer that was discussed for the beach department.

Mr. DeIorio stated that the trailer needs to be reviewed by the beach committee prior to any approval.

Ms. Ryan inquired about how many vehicles the beach department owns.

Mr. Wall went over the vehicles that the beach uses.

FEBRUARY 20, 2016

Ms. Ryan brought up an issue with a home on the beachfront that is not being maintained.

There was discussion on this home and she was advised that it is probably a code issue not a beach issue.

Judy Mangan, 468 Main Street inquired about the Sea Watch parking lot and the lack of monitoring of the assigned spaces.

There was discussion on the parking lot and the assigned spaces.

Council Member McCarthy stated that he will look into this with the committee and he advised that there is probably a financial consideration.

Council Member Olivera made a motion to close the public portion, seconded by Council Member Lee. Motion carried unanimously.

There was a 5 minute break.

Clerk's Office

Mr. DeIorio and Barbara Ilaria the Municipal Clerk went over the clerk's budget with explanations on line items for codification and website development.

Buildings and Grounds

Mr. DeIorio advised that the Clerk's office handles the building and grounds budget. He went over the issues with HVAC system and an ordinance that was passed last year for repairs and replacements of certain items to Borough buildings.

Ms. Ilaria went over the request for additional money in the repair-buildings & equipment line item for the replacement of HVAC.

There was discussion on the emergency notification system and if there is a line item for this.

Ms. Ilaria advised that the emergency notification system is in the process of being tested and there is no additional money needed for this item as it rolls into the phone system contract. She advised that a notification will go out notifying the residents to sign up. She also went over the increase in maintenance contracts.

Mr. DeIorio went over the increase in the Sea Watch property line item and the increase in the DCI building line item.

There was discussion on the DCI building and previous repairs by organizations.

Mr. DeIorio continued with the Provident Bank taxes and Manasquan Flags.

Ms. Ilaria advised that the line item for Manasquan Flags is for all flags, US flags, MIA/POW flags and Manasquan flags.

Council Member Olivera stated that the Elks will donate American Flags.

Capital Requests Including Roads – Update

Mr. DeIorio went over the capital budget plan starting with the carpet replacement program that was started a few years ago.

Ms. Ilaria stated that the carpet purchase would only go through towards the end of the year if the money is there as the carpet is not something that has to be done now.

Mr. DeIorio went over the Access Control System request and the chairs for the council members.

FEBRUARY 20, 2016

Ms. Ilaria went over the capital items for the outside of Borough Hall which included awnings for front and back automatic doors, replacement of pavers in the front of the building and parking lot resurfacing. She continued with the postage machine replacement

There was discussion on the work that the Lifesaving Station Preservation Committee would like to have done on the building. There was also discussion on the agreement with the preservation committee for the use of the building.

Mr. DeLorio continued with a request to have all streets assessed for work to be done and the order the streets are in for repairs/improvements.

There was discussion on the streets on the list and the shape they are in.

Debt Service

Mr. DeLorio went over the Debt Service schedule which has a list of ordinances that were adopted and the bond anticipation notes and he went over the process of funding the projects over the years. He also went over the process of a special emergency note and the pay back of the note. He also went over the Sandy related debt and the Community Disaster Loan and the repayment of the loan.

There was discussion on the debt schedule and the pay down of debt and the bulkhead project payments and the possibility of making the docks a utility.

Major Revenues

Mr. DeLorio stated that he has included in the submitted documents a summary of major revenues.

There was discussion on the summary of major revenues. There was also discussion on the road repairs/replacements and intersections and drainage.

AUDIENCE PARTICIPATION

Council Member Mangan made a motion to open the meeting up to the public, seconded by Council Member McCarthy. Motion carried unanimously.

There being no comment from the audience, Council Member Mangan made a motion to close the public portion, seconded by Council Member McCarthy. Motion carried unanimously.

Council Member Mangan made a motion to adjourn the meeting at 11:59 a.m., seconded by Council Member Olivera. Motion carried unanimously.

Respectfully submitted,



Barbara Ilaria
Municipal Clerk

DATE APPROVED 3-21-16