

MARCH 18, 2017

BUDGET MEETING OF MAYOR AND COUNCIL, MARCH 18, 2017 AT 9:02 A.M. IN COUNCIL CHAMBERS OF BOROUGH HALL.

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, Mangan, Read, and Bossone

Absent: Council Member Olivera

Council Member Walsh left the meeting at 10:15 a.m.

Council Member Read left the meeting at 10:49 a.m.

Also present was CFO Amy Spera and Borough Administrator Thomas Flarity.

Council Member Mangan went over the process to be followed for the day's discussion on budget items.

Manasquan Library Budget Discussion.

Rene Coulett, President of Manasquan Library went over the library budget request. She also went over the library budget and explained the shortages and the reasoning behind the request for \$120,000.

There was discussion on the total amount the Borough pays for library services overall. There was also discussion on the overall budget for the Library and the maintenance issues with the building.

Council Member Lee made a motion to open the Library discussion to the public, seconded by Council Member Walsh. Motion carried unanimously.

Ann Capelli, 278 E. Main Street stated that it is a great idea that the Borough will try and help with certain aspects and getting funding from other sources. She reiterated some of the items that Ms. Coulett voiced concerns with.

Carol Meddie, Library Director voiced her concerns with the budget the library has and hopes the council does the right thing for the kids.

Council Member Mangan made a motion to close the audience participation, seconded by Council Member Walsh. Motion carried unanimously.

Council Member Mangan stated that he is looking forward to the long term conversation with the Library to go over the next 5 to 10 years. He stated that he believes the budget amount should stay at \$100,000 but to really challenge the Borough to come up with a better way to do this.

Mayor Donovan inquired about the Library going to the Turkey Run and requesting money.

Ms. Coulett stated that last year a number of the board members volunteered at the Turkey Run along with putting up advertising at the Library.

Mayor Donovan stated that the way the Turkey Run donates money has changed and there needs to be a request sent in order to be considered for a donation.

Manasquan First Aid Budget Discussion.

Tom Crawley, Manasquan First Aid Trustee went over some issues with the building and the replacement of vehicles over the years. He also went over the calls that were responded to last year. He went over the fundraising that they do every year. He is requesting an increase of \$10,000 to be dedicated to building maintenance.

Council Member Lee inquired as to the \$10,000 being a one-time request.

Mr. Crawley believes that every time is a one-time request as they come to the council every year to request a budget amount. He stated that the \$10,000 would be dedicated to building maintenance.

There was discussion as to the school paying for the use of the building for a new program they will be kicking off for beginner first responders. There was also discussion on the other towns being asked for an increase in the budget amount.

Council Member Mangan stated that \$10,000 is a lot in one year and inquired if it could be ½ this year and ½ next year.

There was discussion on where the \$40,000 budgeted amount for the First Aid is coming from and where the additional \$10,000 could come from.

Council Member Mangan stated that there might be a possibility of having shared services with the First Aid to help offset some of the expenditures.

There was discussion on how the \$10,000 request would be handled and the possibility of sharing money on insurance by coming under the Borough as does the Fire Company.

It was agreed that \$2,500 would come from the Beach budget and \$2,500 would come from the Current budget and if during the meeting there is more opportunity to adjust the amount they would.

Budget Overview

Council Member Mangan thanked all involved with the budget process as it seems that the process has gone smoothly this year.

Amy Spera, CFO went over the budget as it currently stands with any changes the council has requested in previous meetings and will be discussed at this meeting for any further changes. She stated that the Shade Tree budget will be reduced back to the \$36,000 and the Code department line item for \$1,500 for legal fees will be reduced as it is not needed any longer. She stated that she reduced the Police and OEM by \$55,000 as this will be a bond ordinance and that the Police need an update to the police recorder radios as well as interview room radios which will be put in the bond ordinance with OEM. She stated that she put the increase in for the \$15,000 for OEM vehicle repair for the new vehicles being equipped. She also stated that she had to increase the budget appropriation for accumulated leave as she is anticipating a retirement in the police department and she is appropriating a certain portion of that payout for this year. She inquired about the request for clothing allowance for DPW and the increase in the flower garden of \$1,000. She stated that as it stands with the current changes the overall total budget increase is 2.37%, tax rate would be going up one penny or 2.99% over last year.

Council Member Mangan stated that the average historic increase is 3.16% over an eight year average.

There was discussion on surplus and how it is used for the budget and to help pay down the borough debt. Council was advised that the surplus amount that the Borough has this year is \$3,580,000 and \$1,150,000 in this year's budget.

Council Member Mangan went over the use of a portion of the surplus that is used every year to finance the budget.

Revenue

Ms. Spera went over the revenues and how she came up to the amount to be raised by taxation. She stated that the changes include an increase in municipal court fees.

Council Member Mangan went over the process for general revenue and stated that you cannot budget or anticipate more than what was collected in the previous year.

Ms. Spera went over the dock revenues anticipated for the year, cable franchise fee, construction fees, FEMA reimbursement, Municipal Court interlocal, receipts from delinquent taxes, and net increase in grants. She stated that the change in appropriations is \$234,000, changes to revenue was just under \$2,000 so the difference will be made up in the amount to be raised by taxation.

There was discussion on taking the clothing allowance of \$4,800 for DPW out of the budget and using \$4,000 for the First Aid and \$800 for the Clerk's budget for flags.

Debt

Council Member Mangan stated that this section will be covered quickly as these numbers are expected to change.

Ms. Spera went over the debt and advised that these number will most likely be changing before the budget is introduced.

There was discussion on the beach debt and Sea Watch project and building replacement plan at the beach.

There was discussion on the bond anticipation notes and the debt chart.

Water/Sewer

Ms. Spera stated that the only change that she made to water/sewer was to put back in the \$5,000 towards the fire hydrants and valve replacements.

There was discussion on the new collection with the new water meter installation and that by the third quarter there should be a sense of the new collection fees.

Beach

Ms. Spera stated that the beach budget has been changed to reflect two (2) additional lifeguard chairs to bring it up to 4 lifeguard chair replacements.

There was discussion on the replacement of chairs over the years and how the funding is coming about for them. There was also discussion on a replacement program for the chairs. There was discussion on the macadam repair cost and retaining walls to recapture windblown sand on Riddleway and Whiting being completed internally with the cost of materials. There was discussion on putting an additional \$15,000 to \$20,000 in the budget which would be utilizing surplus and there was discussion on not increasing the operating budget. There was discussion on the repairs line item of the beach budget over the past few years. It was recommended that the repairs be done within the current funding that is in place. There was discussion on parking pay stations for the beach parking lots.

Capital Budget

There was discussion on the capital improvement wish list that was included in the budget last year. There was also discussion on the upgrades to the police radios, 2 new pickup trucks in public works, and roadway projects for 2017/2018. There was also discussion on the water plant bond ordinance and the replacement of valves at the water plant. There was also discussion on key fobs, security cameras and parking lot improvements which included pay stations. There was also discussion on open space improvements and payments.

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AUDIENCE PARTICIPATION

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

Council Member Mangan made a motion to adjourn the meeting at 10:56 a.m., seconded by Council Member Bossone. Motion carried unanimously.

Respectfully submitted,



Barbara Ilaria
Municipal Clerk

DATE APPROVED 4/17/17