

Regular meeting of the Harbor Commission of the Borough of Atlantic Highlands was held Monday, December 13, 2011 at Borough Hall, 100 First Avenue, Atlantic Highlands, New Jersey.

Meeting was called to order at 7:00 P.M. with the following roll call:

PRESENT: Hoffmann, Thompson, McDonald, Curry, Marchetti, Dellosso, Frotton

ABSENT: None

Also present were Attorney Corodemus, Mr. Hubeny, Administrator, Harbor Master Bate Assistant Harbor Master Amici and Mrs. Cassese, Secretary.

Mrs. Frotton announced that this Regular Meeting of the Atlantic Highlands Harbor Commission is called pursuant the provisions of the Open Public Meetings Law. Adequate Notice has been provided by transmitting a Public Notice to the Asbury Park Press and The Two River Times and by posting it on the bulletin boards in the Harbor Office and Borough Hall reserved for such announcements and by filing it with the Municipal Clerk on January 6, 2011. This agenda is complete to the extent known and formal action will be taken.

CORRESPONDENCE: None

ADMISTRATION:

Mr. McDonald offered a motion approving minutes of the Regular Meeting held 11/14/11 as recorded, seconded by Mr. Hoffmann and upon roll call was carried.

Mrs. Marchetti offered a motion approving the minutes of the Executive Session Meeting held 11/14/11, as recorded and that the minutes remain sealed until the need for confidentiality is no longer necessary, seconded by Mr. Thompson and upon roll call was carried.

Mr. McDonald offered a motion approving the Payment of Bills, seconded by Mr. Curry and upon roll call was unanimously carried.

Mrs. Frotton invited Karen Tay, of the Yacht Club to address the Commission.

Mrs. Tay advised the Club would like to hold a lightning boat race at the Harbor on July 27, 28, and 29, 2012. The boats are 19 feet in length and there would be approximately 40 to 60 participants and parking would be at the Hobie Cat beach area.

Discussion followed and Mr. Dellosso offered a motion to approve the request, seconded by Mr. Thompson and upon roll call was carried. The Operations Committee will determine the cost for launching.

COMMITTEE REPORTS:

Clean Marina: No report.

Operations/Special Events:

Mr. McDonald reported that winter storage has been completed.

Discussion was held on the request of M&D Ventures to establish a kayak rental business from the Bait & Tackle Shop. Renovations to the float behind the shop would need to be done and this would be at their expense.

December 13, 2011

Leases:

Mr. Curry reported the security deposit and personal guarantee has been paid by M&D ventures.

Finance:

Mr. Dellosso reported that income is up 11% from last year.

Capital Improvements & Special Projects:

Mr. McDonald reported he is investigating the turbine lights for the piers.

Personnel:

Mr. Thompson reported interviews for a part-time employee for the office have been completed, with a hire date of January 15. Discussion was also held on changing existing titles from Harbor Mater to Harbor Manager and Harbor Utility collector to Client Services Manager.

Mr. Thompson offered a motion changing the titles, seconded by Mr. Curry and upon roll call was unanimously carried.

ADMINISTRATOR’S REPORT:

Mr. Hubeny reported RFP’s for the Attorney and Engineer have been received and will be evaluated and awarded at the January 4, 2012 meeting. No RFP was received for Collections Attorney or Electrical Contractor.

The underground storage tank project has been completed.

Mr. Hubeny advised he has had contact with a company regarding the installation of turbine lights for the piers. Discussion followed and Mr. Hoffmann and Mr. McDonald will investigate the matter further.

ATTORNEY’S REPORT:

Mr. Corodemus advised certain Executive Session minutes should be released to the public.

Mr. McDonald offered the following Resolution and moved for adoption:

RESOLUTION

RESOLUTION RELEASING EXECUTIVE SESSION MINUTES

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed/executive session during a Public Meeting, and

WHEREAS, the Harbor Commission of the Borough of Atlantic Highlands has deemed it necessary to do into closed/executive session to discuss certain matters which are exempted from the Public; and

December 13, 2011

WHEREAS, these minutes have remained sealed until the need for confidentiality is no longer necessary, and

WHEREAS, the Harbor Commission Attorney has reviewed the Executive Session minutes from meetings held 9/13/11 and 7/12/11 and has determined that the public interest will no longer be served by such confidentiality.

NOW, THEREFORE, BE IT RESOLVED by the Harbor Commission of the Borough of Atlantic Highlands that the Executive Session minutes of the meetings mentioned above be released to the public.

Resolution was seconded by Mr. Dellosso and was carried upon the following roll call vote:

AYES: Hoffmann, Thompson, McDonald, Curry, Marchetti, Dellosso, Frotton

NAYS: None\

HARBOR MASTER'S REPORT: The Harbor Master's report is on file in the Harbor Office for reference.

Mr. Bate presented copies of the pier inspection report from last March. The work outlined in these reports needs to be addressed.

ASSISTANT HARBOR MASTER'S REPORT:

The Assistant Harbor Master's Report is on file in the Harbor Office.

Mr. Amici reported Vern Chevalier advised he is unable to use the dredge spoils due to the salt content. The mooring chain inspection has been completed. \$1046.20 has been received from FEMA for hurricane Irene damage. 1

Discussion was held on the \$200.00 late fee if contracts are not received by December 1st. Commissioners agreed the fee should be charged.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC PORTION: Mrs. Frotton asked if anyone from the public cared to address the Commission.

Ed Citron, Auditorium Drive, advised he is against the life boat house project.

Robert Parson, 2 Harbor View Drive commended the crew for the good job storing boats. He also suggested that two pressure washers be used during the haul out process to decrease the time the process will take.

December 13, 2011

At 8:05 PM Mrs. Frotton advised the Commission would now go into Executive Session. The Regular Meeting would then re-convene and formal action might be taken at that time.

Mr. Bate was excused from the Session.

Mr. Dellosso offered the following resolution and moved for adoption:

RESOLUTION
EXECUTIVE SESSION

WHEREAS, the Harbor Commission of the Borough of Atlantic Highlands is subject to certain requirements of the Open Public Meetings Act, N.J.S.A.10:4-6etseq, and

WHEREAS, the Open Public meetings Act N.J.S.A.10:4-12 provides that an Executive Session not open to the public, may be held for certain specified purposes when authorized by resolution, and

WHEREAS, it is necessary for the commissioners of the Atlantic Highlands Harbor Commission to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12B and designated below:

Leases

THEREFORE, BE IT RESOLVED by the Atlantic Highlands Harbor Commission assembled in public session on December 13, 2011 that it proceed into Executive Session for discussion of matters relating to the specific items listed above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon determination of the Commissioners that the public interest will no longer be served by such confidentiality.

Resolution was seconded by Mr. McDonald and was adopted upon the following roll call vote:

AYES: Hoffmann, Thompson, McDonald, Curry, Marchetti, Dellosso, Frotton

NAYS: None

Regular meeting re-convened at 8:21 P.M. with all members present.

Mr. Dellosso offered a motion to re-open the Regular Meeting, seconded by Mr. Curry and upon roll call was unanimously carried.

December 13, 2011

Mr. Thompson offered a motion that the Harbor Commission of Atlantic Highlands adopt its Sub-Committee's recommendation to not accept the relocation of the Takanassee Life Saving Station boat house building to the proposed First Avenue Site.

The Sub-committee's recommendation is based on receipt of information from several meetings with the Atlantic Highlands Arts Council (AHAC) representatives – the projects proponent, from our staff including the fire marshal, parties involved with the project and review of the materials provided by AHAC representatives

The motion was seconded by Mr. Dellosso and upon roll call was unanimously carried.

There being no further business to come before the meeting, Mr. Curry offered a motion to adjourn, seconded by Mr. Thompson and upon roll call was unanimously carried.

Meeting adjourned at 8:24PM.

Carol Cassese
Secretary

On offered