

Regular meeting of the Harbor Commission of the Borough of Atlantic Highlands was held Tuesday, January 11, 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, McDonald, Thompson, Curry, Frotton, Dellosso

ABSENT: Marchetti who was ill.

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

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 the Resolution of Annual Meetings 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:

Mrs. Frotton read letter from Blake Holiday requesting to use the gazebo area on Friday, May 13, 2011 for Brita Climate Ride NYC-DC 2011. This is a charity bike ride from New York to Washington to raise money and awareness of climate change and the need for renewable energy.

Mr. Curry offered a motion to grant the request, if approved by the Special Events Committee, seconded by Mr. Thompson and upon roll call was unanimously carried.

ADMINISTRATION:

Mr. McDonald offered a motion approving minutes of the Regular Meeting held 12/14/10 as recorded, seconded by Mr. Curry and upon roll call was carried. Mr. Dellosso abstained.

Mr. Hoffmann offered a motion approving the minutes of the Re-organization Meeting held 1/5/2011 as recorded, seconded by Mr. Dellosso and upon roll call was unanimously carried.

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

Mrs. Frotton invited Mr. Kevin Kearney of Kearney International, Inc., a Marine Risk Management Insurance Brokerage. Mr. Kearney reviewed the history of his business, his experience in marine insurance and presented an alternative to the existing harbor insurance.

Mr. Hubeny advised that a RFP would be necessary to designate a broker of record in order to obtain quotes for the insurance. Mr. Kearney advised he receives a commission from the insurance company that is awarded the contract. Mr. Corodemus and Mr. Hubeny will compile a RFP.

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Mr. Dellosso offered a motion to advertise a RFP for a broker of record to determine the best interest of the Harbor, seconded by Mr. Thompson and upon roll call was unanimously carried.

Mrs. Frotton invited Mr. Gagliano, CFO to address the Commission on the cancellation of certain Harbor Capital improvement appropriation balances remain dedicated to projects now completed and should be formally cancelled so that the unexpended balances may be returned to each respective Capital Improvement fund or credited to Surplus and the unused debt may be cancelled. The money will be used to balance the Harbor budget. Mr. Gagliano advised it would be, in his opinion, fiscally irresponsible not to use these funds.

Discussion followed and Mr. Curry offered a motion to support a Council resolution For the cancellation of Harbor Capital Appropriation in the amount of \$119,428.52, effective December 31, 2010, seconded by Mr. Hoffmann and upon roll call was unanimously carried.

COMMITTEE REPORTS FROM 2010:

Clean Marina: No report.

Operations/Special events: No report

Leases: No report.

Finance: Mr. Dellosso reported a meeting was held today regarding the 2011 budget.

PERSONNEL: No report.

Mrs. Frotton appointed the following committees for 2011.

Clean Marina: Mrs. Marchetti, Chair, and Mr. Curry

Finance: Mr. Dellosso, Chair and Mr. Curry

Personnel: Mr. Thompson, Chair and Mr. Dellosso

Leases: Mr. Curry, Chair and Mr. McDonald

Operations: Mr. Hoffmann, Chair and Mr. McDonald

Capital improvements and special projects: Mr. McDonald, Chair and Mr. Thompson

ADMINISTRATOR'S REPORT:

Mr. Hubeny reported he is working on the closure of the underground storage tanks. A copy of the proposed deed has been sent to all commissioners. The areas will need to be capped. Mr. Hubeny reported on the sprinkler systems in Shore Casino and the Yacht Club. He advised a bid package has not been compiled. He is speaking with T&M and other engineering firms regarding this matter. A RFP may be necessary. Mr. Hubeny has asked the Fire Marshall for an extension.

ATTORNEY'S REPORT:

Mr. Corodemus thanked members for his re-appointment.

Mr. Corodemus suggested that the policy manual be discussed at the next meeting.

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

Mr. Bate reported that work on the launching ramp should be completed by March. Wickberg is also working on the dredge pit drainage system.

ASSISTANT HARBOR MASTER'S REPORT:

Mr. Amici reported he has been researching getting an ID machine that can print plastic ID cards which will be useful to replace the 12 launch pass paper book, gift certificates and provide ID cards for our customers. Mr. Amici said he believes the system would cost approximately \$3,000.

OLD BUSINESS: None

NEW BUSINESS: None

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

Peter Chirlain of the yacht Club commended the staff for the great job during snow removal.

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

Meeting adjourned at 8:11 P.M.

Carol Cassese, Secretary

