

HARBOR COMMISSION
BOROUGH OF ATLANTIC HIGHLANDS
MARCH 8, 2011

REGULAR MEETING:

Mrs. Frotton called the meeting to order at 7:00 pm, stating that the meeting is in compliance with the Open Public Meetings Act. She called for the Pledge of Allegiance followed by a moment of silent prayer.

Roll Call:

Members Present – Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Members Absent – None

Others Present: Steven J. Corodemus, Commission Attorney; Adam Hubeny, Borough Administrator; William Bate, Harbor Master and John Amici, Assistant Harbor Master.

George Veitengruber, III, Esq, Harbor Collection Attorney was present meet and address the Commission. Mr. Veitengruber said that he has gone over the Harbor records and is up to speed on the matters which will involve him. He will need a contract, an invoice and any correspondence connected to each matter. He would like a chance to look at the Harbor contracts, and perhaps offer some suggestions to improve what is now being used. Mr. Curry and Mr. McDonald will be going through all contracts to re-vamp and perhaps combine into one.

Correspondence:

USCG Auxiliary Vessel Safety Check Station is asking permission to man a Vessel Safety Check Station at the Municipal Harbor on Saturday, June 4, 2011, in order to perform courtesy and voluntary vessel safety checks and disseminate various safety publications.

MR. CURRY MOVED TO APPROVE THE USCG AUXILIARY VESSEL SAFETY CHECK STATION, AT THE MUNICIPAL HARBOR ON SATURDAY, JUNE 4, 2011, SECONDED BY MRS. MARCHETTI AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

Henry Hudson Regional School District is requesting the use of the Atlantic Highlands Harbor tennis courts for practices as well as matches from March 4th through May 20, 2011.

MR. HOFFMANN MOVED TO APPROVE THE USE OF THE HARBOR TENNIS COURTS TO HENRY HUDSON REGIONAL SCHOOL FROM MARCH 4TH THROUGH MAY 20, 2011 FOR PRACTICE AND MATCHES, SECONDED BY MR. THOMPSON AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

Atlantic Highlands Shade Tree Commission is requesting permission to plant a tree in honor of Helen Marchetti, in the harbor at 10:00 am on April 29, 2011. Discussion followed regarding where the tree should be planted and what kind of tree Mrs. Marchetti would like. Everyone was in favor of the planting and consensus was to plant in the gazebo area, near the park.

MR. CURRY MOVED TO APPROVE THE SHADE TREE REQUEST TO PLANT A TREE IN HONOR OF MRS. MARCHETTI, ON APRIL 29, 2011 AT THE MUNICIPAL HARBOR, SECONDED BY MR. DELLOSSO AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

Atlantic Highlands Arts Council is requesting to hold the third annual FilmOneFest on Saturday, July 16, 2011 in the Harbor Park.

MRS. MARCHETTI MOVED TO APPROVE THE REQUEST OF THE ATLANTIC HIGHLANDS ARTS COUNCIL TO HOLD THE FILM ONE FEST ON SATURDAY, JULY 16, 2011, SECONDED BY MR. CURRY AND APPROVED BY THE FOLLOWING ROLL CALL VOTE :

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

Mrs. Karen Tay of the Atlantic Highlands Yacht Club Race Committee was present this evening to request a mooring in a low area, at a reduced cost for use of a boat to be purchased by the Race Committee. Mrs. Tay said that the races this year will benefit the Food Bank and that they are hoping that the race schedule will increase with the purchase of the boat and the use of the mooring. There was discussion among the Commission and it was decided that the Operations Committee would review this request and there would be decision by the next meeting.

Approval of minutes from the Regular Meeting February 8, 2011

MR. HOFFMANN MOVED, SECONDED BY MR. THOMPSON TO APPROVE THE MINUTES FROM THE FEBRUARY 8, 2011 REGULAR MEETING, WITH THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

Approval of Executive Session minutes from the February 8, 2011 meeting

MR. HOFFMANN MOVED TO APPROVE THE EXECUTIVE SESSION MINUTES FROM THE FEBRUARY 8, 2011 MEETING, SECONDED BY MR. THOMPSON WITH THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

Approval of Payment of Bills

MRS. MARCHETTI MOVED TO APPROVE THE PAYMENT OF BILLS, SECONDED BY MR. DELLOSSO WITH THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

COMMITTEE REPORTS:

Clean Marina. Mrs. Marchetti reported that she will be representing the Harbor as part of the Green Team and will be working on recycling and the trail.

Finance. Mr. Delloso reported that the Harbor budget is coming along. Mr. Hubeny spoke briefly about the municipal budget. He had distributed a handout of the proposed operating budget, which was put together by Mr. Bate and Mr. Amici. He said there were no major changes, except for some capital items which they would like to incorporate into Capital Outlay. He said at this point they are just at the 2% levy cap which was recently passed by the Governor, and the overall municipal budget is looking good.

Operations. Mr. Hoffmann said that as soon as the Fireworks check is sent with a signed contract he will have a representative come down to walk through the shoot site.

Leases. Mr. Curry said that his report was covered during the talk with the collections attorney.

Capital Improvements and Special Projects: Mr. McDonald said they have been working on a special anchorage area and they need to direct Mr. Amici to either continue or not continue at this point. Discussion followed regarding the placement of pilings versus buoys and the costs involved. Mr. Hubeny said that there is no obligation for the Harbor to mark the channel, but doing so would make the channel safer. Mr. Bate stated that the harbor has the pilings and therefore the only costs would be the installation of the pilings, which would run \$2,500 to \$3,000, and the cost of the lights which is about \$250.00 per light with a five year life span. Mr. Corodemus said this is a very high traffic area and being there have been some complaints and requests to mark the channel action should be taken to do so. Mr. Corodemus asked if there was a permit process to be followed. Mr. Bate explained that there is no designated channel and therefore it would be under the control of the Harbor.

MR. THOMPSON MOVED TO DIRECT MR. AMICI TO CONTINUE WITH SPECIAL ANCHORAGE AREA PROJECT AND TO AUTHORIZE THE MONEY TO INSTALL THE LIGHTS AND PILINGS, SECONDED BY MR. DELLOSSO AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Dellosso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

Mr. McDonald then provided the Commission with a rendering of the Pier 4 rehabilitation project. Mr. Bate explained that this proposal is subject to DEP approval. He said it would entail the removal of the fixed pier to be replaced with two floating docks with another floating dock parallel to the bulkhead. Mr. Bate said this would allow the Harbor to pick up about fifty five (55) new slips. These will be smaller slips, which is what is in demand. Mr. Bate said the majority of the construction work could be done by Harbor employees. Mr. Hoffmann said that if this could be done as a template and it works out, the same could be done for the other piers as they need replacement. Mr. Dellosso figured that this will generate another \$160,000 for the harbor and Mr. Bate said that he feels this project would be paid for in five years.

Personnel: Mr. Thompson said he has nothing at this time. He will speak with the Board during Executive Session.

ADMINISTRATOR'S REPORT: Mr. Hubeny said that he, Mrs. Frotton and Mr. Hoffmann met with Seastreak and reviewed a plan for parking. Seastreak is interested in leasing the east side of the Manymind Creek, which is currently used by the Skipper Shop to store boats. They are looking to add 175 parking spaces. They would be eliminating one run from Highlands which would then bring additional people to the Ferry in Atlantic

Highlands. Seastreak has already been in touch with Chief Vasto regarding parking and cars. They have offered to hire off duty officers to work the traffic light to get people out to the highway. Mr. Hubeny said that Seastreak has agreed to allow the Borough to use the parking area on the weekends.

MR. HOFFMAN MOVED TO ACCEPT SEASTREAKS PROPOSAL OF USE OF THE EAST SIDE OF THE MANYMIND CREEK FOR COMMUTER PARKING WITH A SIGNED LEASE, SECONDED BY MR. DELLOSSO AND APPROVED WITH THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

ATTORNEY'S REPORT: Mr. Corodemus had nothing to report at this time.

HARBOR MASTER'S REPORT: Mr. Bate reported that the Harbor employees have finished building all the sections for the floating dock. ADA walkway has been completed. Twelve new planters have been built. Mr. Bate and Mr. Amici have spent several hours looking under piers 1, 2, 4 and 5. All need work. Most work can be done by the Harbor employees, all low tide work. This work will take all winter, maybe even two winters. Mr. Thompson asked if there have been any complaints of people walking into the fire extinguisher boxes on Franks Pier. Mr. Bate said he is not aware of any. Mr. Amici said he would check on the placement of the boxes tomorrow.

ASSISTANT HARBOR MASTER'S REPORT: Mr. Amici noted that the Special Anchorage Area has already been discussed. He then spoke of the Security System. He said that he received two quotes, \$16,000 and \$18,000. This price includes gate access and the card printer. The third company decided not to give a quote; they didn't feel they could do the job adequately. Mr. Hubeny advised Mr. Amici to keep going, and get the prices together. Mr. Amici then reported that Rob from QuickBooks will be ready shortly to do some training on the system. After speaking with Rob and Mr. Fallon, the auditor, Mr. Amici reported that they have suggested that things would run smoother and be much more consistent if they moved to two payments. Mr. Amici said that he has been working on putting together a single contract which could be produced in house and could take the place of the many different contracts being used at this time. Discussion followed. There will be a FEMA meeting March 10, 2011 which Mr. Amici will attend with Mr. Hubeny to try to get more money for the trail cleanup. Mr. Amici said that he sent an e-mail to Commissioners with a link to the Harbor web site which he and Mrs. Niederberger have been working on. Consensus of the commission was that the site looks good. Mr. Curry suggested that the Harbor sell advisements on the site.

OLD BUSINESS: Mrs. Marchetti mentioned that the Green Team is sponsoring a lecture on Vegetable Gardening on March 15 at 7:00 pm at the senior building.

NEW BUSINESS: There was no new business.

PUBLIC COMMENTS: There were no public comments.

MR. CURRY MADE A MOTION TO GO IN TO EXECUTIVE SESSION AT THIS TIME 8:05 PM, SECONDED BY MR. HOFFMANN AND APPROVED BY VOICE VOTE.

Mrs. Frotton read the required notice to enter into Executive Session.

The meeting re-convened at 8:42 pm.

Mrs. Frotton read a letter from Mr. Bill Bate, advising the Commission of his retirement, effective December 31, 2011.

MR. HOFFMANN MOVED TO ACCEPT MR. BATES LETTER OF RETIREMENT, EFFECTIVE DECEMBER 31, 2011 AND AUTHORIZING THE HARBOR ATTORNEY TO SEND A LETTER ADVISING MR. BATE OF THE ACTION PLAN TO BE INSTATED, SECONDED BY MR. DELLOSSO AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Ayes: Mr. Hoffmann, Mr. Thompson, Mr. McDonald, Mr. Curry, Mrs. Marchetti, Mr. Delloso, Mrs. Frotton

Nays: None

Abstain: None

Absent: None

MR. McDONALD MOVED TO ADJOURN THE REGULAR MEETING, SECONDED BY MR. HOFFMANN AND BY VOICE VOTE ALL AGREED.

There being no further business to come before the Commission, the Regular Meeting adjourned at 9:42 P.M.

Michelle Clark