

May 28th 2013 Harbor Commission

This meeting was called to order at 7:00pm at the Atlantic Highlands Borough Hall Court room with the following roll call:

Present: Commissioner Jacob Hoffman, Commissioner Frank McDonald, Commissioner Jane Frotton, Commissioner Walter Curry, Commissioner Helen Marchetti, Commissioner Jack Archibald Jr.

Absent/Excused: Albert Thompson.

Also present: Adam Hubeny, Atlantic Highlands Borough Administrator, John Amici, Harbor Manager; Richard White, Harbor OEM; Eric Nathanson, T&M Associates and members of the public.

Commission Chair Frotton that this 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. This notice is also posted on the bulletin boards in the Harbor office and Borough Hall reserved for such announcements and by filing with the Municipal Clerk on January 9, 2013. This Agenda is complete to the extent known and formal action will be taken.

PLEDGE OF ALLIEGENCE
MOMENT OF SILENCE
CORRESPONDENCE

From the Atlantic Highlands Historical Society requesting permission for their 35th Annual outdoor flea Market which is to be held September 7th, 2013 to be held adjacent to the Senior Building.

Rain date Saturday September 14, 2013. Request for a banner at the Harbor between the trees on the grassy area by the parking lot near the Senior Citizens Building.

Motion: Action: Approve, **Moved by** Jacob Hoffman, **Seconded by** Helen Marchetti.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Frank McDonald, Helen Marchetti, Jacob Hoffman, Jane Frotton, John Archibald Jr., Walter Curry.

From First Presbyterian Church requesting use of the gazebo on June 9th 2013 from 11am-3pm for a picnic for the First Presbyterian Church Sunday School. Approximately 15-20 people. They will set up and clean up.

Motion: Action: Approve, **Moved by** Jacob Hoffman, **Seconded by** John Archibald Jr.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Frank McDonald, Helen Marchetti, Jacob Hoffman, Jane Frotton, John Archibald Jr., Walter Curry.

ADMINISTRATION:

Approve Minutes of May 14, 2013 Harbor Commission meeting

Motion: Action: Approve, **Moved by** Helen Marchetti, **Seconded by** Walter Curry.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Frank McDonald, Helen Marchetti, Jacob Hoffman, Jane Frotton, John Archibald Jr., Walter Curry.

Approve Minutes of the May 14, 2013 Executive Harbor Commission meeting. Remain confidential until there is no longer a need.

Motion: Action: Approve, **Moved by** Jacob Hoffman, **Seconded by** Frank McDonald.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Frank McDonald, Helen Marchetti, Jacob Hoffman, Jane Frotton, John Archibald Jr., Walter Curry.

APPROVAL OF BILLS:

Motion: Action: Approve, **Moved by** John Archibald Jr., **Seconded by** Walter Curry.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Frank McDonald, Helen Marchetti, Jacob Hoffman, Jane Frotton, John Archibald Jr., Walter Curry.

Chairperson Jane Frotton requested progress report of the Harbor Reconstruction from T& M Associates Representative Eric Nathanson.

Status report from T&M Eric Nathanson: - Last week's approach was pretty successful. Starting at Frank's Pier and work our way down. Franks pier we are structural complete. Structural Framing on all the piles, headers and stringers; the 24ft foot whalers those have been installed and would support the ladders. Water services are on and have been tested and are functioning. The power pedestals are on and the Pier is fully decked. The Harbor Commission is working with Seastreak to accommodate the new passenger access which is an ongoing issue. Essentially what it's going to entail is installation 2 pipe piles to support to 2 gangways that will be provided by Seastreak. It is my understanding that T&M Associates will seek further direction from the Harbor Commission regarding this issue. The main pier section is complete. Still need ladders which are being fabricated and when galvanized they are to be installed on Franks Pier as per JH Reid next Wednesday (6/3) and Thursday (6/4). Once that is complete you will be able to open up the West side of Franks Pier to boaters. Boaters will have access, ladders will be in, and power will be on. The 40 some odd slips that are out there at your discretion, you will be able to make that decision when you want to allow boats in there. Then you will have an opening in the main Pier section 36 foot cluster mines that area will be available for boaters that need access from the west side. Based on our progress meeting with JH Reid this morning we are looking at a June 8th completion date with Franks Pier. Based on our progress meeting this morning with JH Reid although the finger Pier on the East side will be complete, framed and decked as per Reid this morning suggests that you don't make it available to boaters as the barge will be in and could cause potential conflicts. Regards to Pier 1 it is scheduled to be delivered to the site in its entirety next week (6/3-6/7) which lines up with the schedule. Piers 1thru 5 will continue to be delivered to the Harbor on a weekly basis which will give the contractors about a week to do work until the installation can get their survey crew can get out there and pull whatever moorings piles and drive the 70ft steel piles which will secure the floating docks which will be done with a larger crane that is currently on site. The wave screen on the end of "Ferry Terminal Island" as I refer to it. That is not a critical path item and has not been installed and is being fabricated at the Reid yard. When we get resolution relevant to the Seastreak matter we can direct the contractor to install that

wave screen but because it is not key to opening up slips for use we are holding it off. Piers 1 thru 5 the Atlantic Highlands Dock Master James Osbourne went with a representative from J.H. Reid last week they visually inspected the product and as per Mr. Osbourne they are outstanding. Pier 6 similar to Franks Pier it is structurally complete, we do not have finger Piers on the West side of Pier 6. We are working with the contractor to get a date on when they will be completed. He is going to start installation of the western finger piers within the next several days. He will begin spud work; start laying out stringers, piles and materials which are all on site. There is some coordination to keep in front of us relative to putting in Slips 5 and Slip 5 ½ as well as the finger piers there is not a lot of room. We will need to go after that sequentially making sure there is enough room so as not to cause any additional delays. Decking is scheduled to be installed June 1st. The contractor is concentrating all their efforts on getting all utilities in place. All fuel lines are in. The conduit for water and additional electric service is being actively pursued. I've been working with Mr. Amici on the Point of Sale System that is going to be installed in the fuel building which will be able to communicate with the Point of Sale system at the Harbor office, so we've directed J.H. Reid on how to do that. Fuel dispensers have all been delivered to the contractor once the building is up and running we can start installing fuel dispensers. Utility trough these are the structural components that protect the utilities. They are being installed on the finger Piers as well. On the Eastern side of Pier 6 decking is scheduled for completion on June 8th. June 8th is a particular important date for Franks Pier and Pier 6. Fuel Building and Fuel troughs will be laid out and completed by the 2nd week of June. All various components with all amenities completed on Pier 6 by the end of June and ensure that powers in place to operate the fuel dispensers. The Harbor Commission has elected to add on some additional electrical service in particular emergency backup system generator, which could cause a delay in getting the fuel dispensers up and running however we have asked J.H. Reid and Sodons Electric to provide temporary power to the Pier so no time should be lost. The contractor has said you cannot install back-up generators prior to complete installation of fuel dispensers but we have talked him into temporarily bridging everything, so we should not have interruption. Piers 5 ½, 7 & 8 the Sullivan floating docks right now Reid is just about complete with the fixed launch ramp pier. That should be completed tomorrow (5/29). This will allow the Sullivan floating dock to begin to being installed. The Harbor commission plans on having a Sullivan representative on site. Thursday and Friday and we will start driving steel pipe pilings for the floating docks on Thursday (6/6). Not anticipating any issues with the steel pipe pilings. All goes according to schedule

Piers 7 & 8 with the fixed launch open June 8th. Again June 8th significant date. This would also allow the Harbor commission to open the boat ramp. We are instructing the contractor to begin clean up the staging area (launch ramp) and are holding the contractor to that June 8th. They understand it is an important revenue generator for the Harbor. Pier 9, the Fishing Pier the 1st 12 bents have been installed the contractor has laid out the frame work and the iron components that going to continue on. It has been communicated to T&M Associates that it is not a critical path but are very cognizant of the fishing Pier so of course an important part of the project. Fishing Pier should be done towards the end of June. To date T&M Associates is in receipt of 13 change orders and is currently reviewing the details of those change orders. They have also been distributed to Jane Frotton, members of the Harbor Commission and Mr. Hubeny. They are as follows -Cost of timber installation, includes exploratory spuding as well as the evaluation of Franks Pier. Galvanized clips (hardware) for utility trucks on Franks Pier. Ladders for Frank's Pier and Pier 6. Additional welding costs for observation platforms. Additional floating docks and gangways @ observation platform.

Pier 7 fixed launch Pier itself. Modification to Fire suppression system in order to meet local code.

Additional electrical service as referenced for above. Authorized upgrade to Promenade lighting which include LED fixtures as opposed to metal allied. This is a crisper, whiter and significantly lower maintenance cost. Life span of fixtures is 20 plus years. The Harbor Commission and the Administrator have authorized this upgrade. Additional change order mobilization of additional crane to the site to accommodate the spuding. Seastreak dredging, all dredging complete. Wickberg Marine needs to remove dredge pipe. Utility truck modification. List is inclusive of 13 items? All of which has been forwarded to the Administrator. We are actively reviewing and providing recommendations and additionally and equally important costs. Adam Hubeny – I placed on the DIAS all of the change orders that were received from May 25th basically all electrical change orders, and there is no Reid time delay in these change orders, I would like to move for someone to make a motion but I would like to review them first. So everyone is on the same page. The Promenade lighting flag holders– no retime delay; \$3,784.00 would make them all uniform. 2nd one here will be pending review by T&M Associates is for additional 100 amp panel on Pier 5. Question was asked of Mr. Nathaninon today why it was not on the original specifications. Mr. Nathaninon will look into this. I am not looking for an approval on this one. 3 flood lights and poles. Those were the poles and lights that were knocked over by storm or by boat and have already been replaced. The LED lighting Eric spoke about \$ 11,226.60, we also spoke to Walt Sodon who also recommend for LED. The Borough received a streetscape grant that will do Sutton walk down to just past the tennis courts up to Mr.Cacamo's house, so that will be getting all new brick pavers and all new LED lights. We are not going up the hill with the pavers but will with the lighting. Keeping everything uniformed.

Harbor office generator hook up when the power goes out we lose the ability for phones, pumping gas not only to boats but our land gas, police cars, garbage trucks, so on and so forth \$25,310.10. Install 6 power pedestals on the observation decks. Now that we have put the floats in along the bulk head and the observation decks there was power to those but we need additional power put in. So we are actually going to put in the pedestals \$32,795.40. Replace the bulkhead lighting it was omitted from the original plan sent to FEMA it will be submitted under what is called "an expanded scope", same with the spuding, the raising of Frank's Pier, I think it was approximately \$ 811,000.00. The replacement of the bulkhead lighting which was in kind was there and we are going to replace it in kind \$ 37,139.30. If you look at all the dollar numbers \$127,000.00 but right now it does not include the 100 amp panel at Pier 5. It is a recommendation from T&M Associates after looking at these that we move forward. Excluding \$ 6,782.60. Before roll call

Mr. Archibald raised the questions the bulk head lighting we had it existing right? Then how did it get omitted from the plan same? Same as the flagpoles? Adam Hubeny response-they were added on with the radiator hose clamp and you screw it on, it's not permanent brackets like the banners. They were added on after the fact. Trying to keep things uniformed. Trying to put plans together in a month and a half we forgot the T-Heads on Piers 2,3,4,5, forgot some of the bulkhead floats. It happens. No excuse but it does happen and again FEMA is aware of the bulkhead lighting they are aware of some of the expanded scope of work. In fact last Harbor meeting I sat here and texted Mr. Herman and he has already reviewed 1 of T&M letters. The only thing I see an issue with is the 100 amp panel at Pier 5 that was an obvious exclusion there might be a reason why it wasn't in there. Mr. Nathanson added

I don't want to get to far into this but what happened after the storm we did the inspection that panel was deemed to be acceptable. After we started consolidating meters and was directed by JCP&L to eliminate the meter and upgrade to a panel. It was a JCP&L directive to eliminate the meter.

Adam response: Again not to put you on the spot as directed in response to the RF537 provide a new 100 AMP NEMA 4x stainless steel panel board on new back or to match the other receptacles existing service will remain in place and redo this panel. Everything else seemed to be reasonable that was the 1 thing that we questioned. Mr. Archibald questioned when do you expect the East side of Franks Pier to be completed? Mr., Nathanson's response June 15th 2013.

Clean Marina:

Question where are we going with the Seastreak gangway? Commissioner Frotton responded we have not heard back from Seastreak and have not received anything in writing. Mr. Reid, T&M Associates and the Harbor Commission want everything in writing. Helen Marchetti stated everything down there is being taken care of by the employees. I have 1 problem the fish heads. They were found near Sissy's and the Harbor office. We are going to be on the lookout if we find anyone leaving fish heads they will be fined.

Finance & Personnel:

Bond notice update next week. We have not sold the Bond Anticipation notes. We will be selling them this Thursday. The notice of sales has gone out to all prospective bidders. At the next meeting I should have an update as to what our interest cost is. We are waiting for a preliminary determination back from our business interruption carrier they have been taking their time and they expect to issue a letter to us sometime this week. I suspect they are squirming a bit I suspect we have a pretty good case against our interpretation versus what their interpretation is. That should be interesting and hope to have an answer this week it, will keep you posted. Last meeting came up with a refund policy. The refunds on just the moorings is probably preliminary estimate is \$ 37,000.00. When we get some hard numbers I'll get back to you on that. This is just the moorings, we do not have slip information as of yet as we do not have any firm dates. My report is also Finance and personnel so I would like everyone to say hello to Kathy Mullin replacing Carol.

Leases:

Currently working with Mrs. Hesse and Hesse Corporation to extend our lease 5 years for the pier and parking lot. We are also working with Seastreak it's a bit early but certain things need to be changed, they were informed they could not close the gap between the Island and the Pier as we would not be able to lease slips from that side of the Pier. They are going to have to get plans from an Engineer. This should be done a.s.a.p. because when we start to run out from the west side nothing can be blocked and interfere with that. The Attorney is not present but should have updates on Sissy's on the changes that we have requested.

Administrators Report:

Last meeting I recognized John and recognized Rich White as John's right arm. He has been working with our insurance companies, our engineers our tenants, he has been paramount to the Harbor operation outside while John is able to continue working on this rebuild of the Harbor. Thank you, Rich White for all of your assistance. We appreciate it.

Harbor Manager Report:

Mooring field opened on the 15th temporary dinghy docks have been made available. Refunds have been given to mooring tenants. We have worked on spreadsheets for refunds once the slips are available. I had a meeting with A.H.Y.C. to ask if they would provide launch service for non-members of the A.H.Y.C. their response was if the Harbor Commission would donate a \$1000.00. I told them no. but I would bring it up at the meeting. Senior Citizens building the interior are just about complete. Floor, dishwasher hooked up tables and chairs. Public bathrooms are open for limited use. Repairs to the exterior of the Building will begin shortly. Security booth is almost complete. I would like to change under general conditions I would like to change it to # 6 any defacing or damaging to the Pier or dock box will be corrected by the tenant. Example: Spray paint the dock and can't drill into the Pier. John Amici Beach clean-up correspondence – Community based project from 3 students from Henry Hudson students from 9:30am-12:30pm. Requesting permission - All agreed.

Motion: Moved by John Archibald Jr., **Seconded by** Helen Marchetti.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Yes: Frank McDonald, Helen Marchetti, Jacob Hoffman, Jane Frotton, John Archibald Jr., Walter Curry.

Public Portion:

Bill Resetor: 24 Suffolk Avenue Port Monmouth Slip K-4 – charging for mooring and launch service. We appreciate Mr. Amici trying to get the A.H.Y.C. to participate in a launch service. Refunds have started as of the 15th but we are really not 100% ready for us who need a dinghy dock. Can the date be pushed back? As it refers to refunds. Mr. Resetor was informed he will have a spot for his dinghy. If he can't find a dinghy dock find John or someone that could assist him. Inquired about security and was told yes there is security. Concerned regarding the Fireman's Fair. The Harbor will have additional security.

Frank Decarlo - 82 Center Avenue A.H.N.J. resident – I see a problem in the future with the Hesse Pier a lot of marooning, which will create shallowing on the west side. Harbor commission engineer will have to address it. Right now the 1st 2 spots have been eliminated. The Harbor will monitor the situation and T&M Associates are aware of this issue.

Steven Kolmitch Holmdel N.J. Mooring tenant –concerned about very slippery stairs. John Amici took note and will address.

Terry Sculac Port Monmouth N.J. M-F9 – Unsure as to when things will be up and ready to go. Same concerns about dinghy dock. John Amici making note to address the situation

Ray Hilliard, Middletown NJ – Concern when the hoist will not be available. Mr. Amici addressed this situation that at some point we will the need hoist to put the floats in the water. A message will be sent out.

Lambrose A.H.N.J. – Dinghy dock concerns, facility concerns. Pro rate issue. Commission appreciates the concerns. Concerned about light switch between the Shore Casino and the AHYC. The Harbor commission addressed there is a switch there. Utilize the 2nd floor AHYC outside as a deck. The Commission has said the building is not structurally sound and cannot impede on MR. Sweeny's banquet room. Mr. Lambrose can bring an engineer in to take a look at it.

Frank DeCarlo 82 Center Avenue A.H.N.J. – concerned about people dumping fish carcass dumped. He will be watching. Harbor should provide dumpsters. Mr. DeCarlo was told there are dumpsters there along with additional pick-ups from our sanitation.

Jacob Hoffman – concern over the Seawall Adam received a response today from the Army Corp of Engineers. Adam made contact with a Mr. Christello; it was originally a project with the DEP the State, the Army Corp of Engineers and the Borough. Seawall was widened in 1986. Mr. Chrisitello will include that there is a need to look into and to investigate it in FY15.

Motion: Action: Adjourn, **Moved by** Frank McDonald, **Seconded by** John Archibald Jr..

Motion passed unanimously.