

Regular meeting of the Harbor Commission of the Borough of Atlantic Highlands was held Tuesday, January 12, 2010 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, Marchetti, Curry, Archibald, Frotton

ABSENT: None

Also present were Attorney Corodemus, Administrator Hubeny, Harbor Master Bate, Assistant Harbor Master Amici, 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 8, 2010. This agenda is complete to the extent known and formal action will be taken.

#### CORRESPONDENCE:

Mrs. Frotton read letter from A.H. Chamber of Commerce requesting dues for the 2010 membership. Mrs. Frotton advised that Mr. Amici would attend the meetings and in his absence, Mr. Thompson.

Mrs. Marchetti offered a motion to pay the dues of \$150.00 for 2010 membership, seconded by Mr. Archibald and upon roll call was unanimously carried.

Mrs. Frotton read letter from Henry Hudson Regional School requesting the Commission take an ad in the 2010 yearbook.

Mr. Curry offered a motion to take an ad in the amount of \$175.00, seconded by Mr. Thompson and upon roll call was unanimously carried.

Mrs. Frotton read letter from NY/NJ Baykeeper advising of the delay of the purchase of the pump out boat until spring of 2010. This was due to the delay in receiving a fully executed Clean Vessel Act contract from the DEP.

#### PUBLIC PORTION:

Mrs. Frotton invited Mr. Jim Barker, President of Seastreak to address the Commission.

Mr. Barker advised he has consented to a five year lease with 4% escalation in the following years. He also spoke of decreased parking. Mrs. Frotton advised this would be discussed in Executive Session tonight.

James Heller and Robert Knotz from French & Parrello addressed the Commission. Mrs. Frotton advised that because of the dismissal of Mr. Vanderslice, who had been appointed as engineer for 2010, a new engineer needed to be appointed. Mr. Heller advised he would be the principal contact and would be available whenever needed. Robert Knotz would continue working on present projects Discussion followed and Mr. Hoffmann offered the following Resolution and moved for adoption:

RESOLUTION NO.17/2010  
AMENDING RESOLUTION NO. 7/2010  
APPOINTMENT OF HARBOR COMMISSION ENGINEER

WHEREAS. JOHN VANDERSLICE was appointed as Harbor Commission Engineer for the year 2010 at the January 6, 2010 reorganization of the Harbor Commission; and

WHEREAS, the Harbor Commission was unaware that JOHN VANDERSLICE's services at French & Parrello ended immediately prior to the aforesaid reorganization meeting; and

WHEREAS the Harbor Commission requires the services of a Harbor Commission Engineer for the calendar year 2010, and

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WHEREAS (Jim Heller) (Rob Knotz) of French & Parello have agreed to perform the required services at a salary specified with additional engineering services to be provided as per the contact previously contemplated with John Vanderslice.

NOW, THEREFORE BE IT RESOLVED by the Harbor Commission of the Borough of Atlantic Highlands, State of New Jersey, County of Monmouth, that the Borough Administrator and chairman are hereby authorized and directed to execute an agreement with (Jim Heller) (Rob Knotz) of French & Parrello for the appointment of Harbor Commission Engineer for the year 2010, or until a successor is appointed and confirmed by the Harbor Commission, at a salary specified with additional engineering services to be provided at per the contract. Resolution was seconded by Mr. Curry and was adopted upon the following roll call vote:

AYES: Hoffmann, Mc Donald, Thompson, Curry, Archibald, Frotton

NAYS: Marchetti

ADMINISTRATION:

Mr. McDonald offered a motion approving minutes of the Regular Meeting held 12/8/09 as recorded, seconded by Mrs. Marchetti and upon roll call was unanimously carried.

Mr. Thompson and Mr. Archibald abstained.

Mr. Hoffmann offered a motion approving the minutes of the Executive Session meeting held 12/8/09 as recorded and that the minutes remain sealed until the need for confidentiality is no longer necessary, seconded by Mr. McDonald and upon roll call was unanimously carried.

Mr. Thompson and Mr. Archibald abstained.

Mr. Archibald offered a motion approving the minutes of the Reorganization Meeting held 1/6/2010 as recorded, seconded by Mr. Thompson and upon roll call was unanimously carried.

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

Mrs. Frotton appointed the following committees for 2010. The Harbor Chairman or the Vice-Chairman makes up the third member of the committee.

CLEAN MARINA: Helen Marchetti, Chair – Jack Archibald

FINANCE: Jack Archibald, Chair – Al Thompson

OPERATIONS & SPECIAL PROJECTS: Jake Hoffmann, Chair – Walter Curry-  
Frank McDonald

LEASES: Al Thompson, Chair – Frank McDonald

PERSONNEL: Walter Curry, Chair – Helen Marchetti

COMMITTEE REPORTS FROM 2009:

CLEAN MARINA: Mrs. Marchetti – no report

Mrs. Frotton asked about washing boats on land this coming season. Mr. Bate advised the DEP has not changed the regulation and has asked Mr. Corodemus to check with the State regarding this issue.

OPERATIONS: Mr. McDonald led a discussion on the helix mooring chain problems.

He spoke of installing a section of PVC pipe where the chain meets the helix which would prevent the chain from wrapping around the helix. Mr. Bate said he spoke with David Merrill, who installed the helix moorings, and he recommended this solution. Cost estimate for this project would be \$18,000 to \$19,000. Mr. Bate was advised to contact the helix company regarding this problem. Mrs. Frotton advised the engineer should be asked to find a solution to this problem.

Mr. McDonald advised that two moorings have had the pipe installed as a test.

Discussion was held on David Merrill knowing that this problem could exist.

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LEASES: Mr. Corodemus will discuss the Seastreak lease in Executive Session.

FINANCE: No report

PERSONNEL: Mr. Curry commended all employees for a job well done in 2009.

SPECIAL EVENTS/FIREWORKS: Mr. Hoffmann advised he is still attempting to contact the fireworks company regarding the location of the show this year.

Mrs. Cassese advised that 53 berth and 11 mooring customers have not sent back contracts or deposits. Mrs. Cassese also advised that the waiting list is the shortest it has ever been and renewals on the list are few.

Mr. Hubeny advised that the lease committee should advertise slip and mooring spaces are available.

Mrs. Frotton advised that there should be a policy set for contract returns.

Mr. Corodemus advised policy should be made allowing a due date by the 15<sup>th</sup> of January and also a policy regarding vacancies.

Mr. Bate recommended advertising the slips and moorings in the Salty Dog.

Mr. Curry offered a motion to adopt a policy for the 2010 summer boating season that the staff would be given until January 15, to contact former customers to see if they are renewing their slips/moorings and after that date assign new customers from the waiting list and then advertise any remaining vacant slips, and if a former customer wishes to return after that date and a slip is available, they will be charged the rate of \$123.00/ft.. Motion was seconded by Mr. McDonald and upon roll was unanimously carried.

#### ADMINISTRATOR'S REPORT:

Mr. Hubeny advised budget meetings are being held. Most operating budgets will remain the same as 2009.

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

Mr. Bate advised we have received the Army Corps permit for the Harbor improvements. A discussion was also held on lumber requirements for the year and preparation to bid for same.

Mr. Archibald asked about a launching area for ASOP. Mr. Bate advised they had looked at sites last year, but were not able to find a suitable area.

#### ASSISTANT HARBOR MASTER'S REPORT:

Mr. Amici reported marina office hardware is installed at the gas dock and the security booth. In- putting customer information is very time consuming. The ice skating rink should be done by the end of the week. The new system should last for some years.

ATTORNEY'S REPORT: Mr. Corodemus thanked the Commission for his appointment.

OLD BUSINESS: None

NEW BUSINESS: None

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

William Eaton commended the Commission for their work over the passed five years and offered his services at any time if needed. He also suggested a drive shaft from a Ford would be well used for the helix moorings and is indestructible.

Mrs. Frotton thanked Mr. Eaton for his service to the Commission.

Mrs. Frotton advised the Commission would now go into Executive Session. She advised that minutes of the Session would be kept and made available to the general public when the need for confidentiality is no longer necessary.

At 8:40 PM Mr. McDonald offered the following resolution and moved for adoption:

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RESOLUTION NO.18/2010  
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 January 12, 2010 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. Thompson and adopted upon the following roll call vote:

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

NAYS: None

Regular meeting re-convened at 9:15PM with all Commissioners present.

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 9:16PM.

Carol Cassese  
Secretary







