

Regular meeting of the Harbor Commission of the Borough of Atlantic Highlands was held Tuesday, January 10, 2012 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: Commissioner Jacob Hoffmann, Commissioner Albert Thompson, Commissioner Frank McDonald, Commissioner Walter Curry, Commissioner Helen Marchetti, Commissioner Roy Delloso, Commissioner Jane Frotton

ABSENT: None

Also present were Attorney Corodemus, Adam Hubeny, Administrator, Assistant Harbor Master John Amici and Carol 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 5, 2012. This agenda is complete to the extent known and formal action will be taken.

CORRESPONDENCE: None

#### ADMISTRATION:

Commissioner Hoffmann offered a motion approving minutes of the Regular Meeting held 12/13/11 as recorded, seconded by Commissioner Delloso and upon roll call was carried.

Commissioner Hoffmann offered a motion approving the minutes of the Executive Session Meeting held 12/13/11, as recorded and that the minutes remain sealed until the need for confidentiality is no longer necessary, seconded by Commissioner Thompson and upon roll call was carried.

Commissioner Curry offered a motion approving the minutes of the Re-organization Meeting held 1/4/12 as recorded, seconded by Commissioner Marchetti and upon roll call was carried.

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

#### COMMITTEE REPORTS: (From 2011)

Clean Marina: No report.

Finance: No report

Operations: No report

Leases: Commissioner Curry- awaiting information from Seastreak regarding the Hesse property

Capital Improvements & Special Projects: Discussion was held on the Pier 4

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Project.

Personnel: Commissioner Curry reported that Mr. Bate retired effective December 30<sup>th</sup>.

Commissioner Frotton appointed the following committees for 2012:

Clean Marina: Commissioner Marchetti, Commissioner Curry

Personnel: Commissioner Delloso, Commissioner Thompson

Finance: Commissioner Thompson, Commissioner Delloso

Leases: Commissioner Curry, Commissioner McDonald

Operations: Commissioner Hoffmann, Commissioner McDonald

Capital Improvements & Special Projects: Commissioner McDonald, Commissioner Marchetti

#### ADMINISTRATOR'S REPORT:

Administrator Hubeny advised he has met with Assistant Harbor Master Amici regarding the budget. It appears that the sprinkler system project in the Shore Casino project will be done this year.

Commissioner Hoffmann advised that the disposal of dredge spoils needs to be addressed.

#### ATTORNEY'S REPORT:

Mr. Corodemus reported on tidelands correspondence concerning our three licenses. He also advised the abandoned vessel bill has been amended and a court order to obtain the title is no longer necessary.

Mr. Corodemus advised that Mr. Veitengruber, our collections attorney was not aware of the recent RFP and would like to continue his position. Administrator Hubeny will re-advertise.

Discussion was also held on Licensed Site Remediation Representatives.

#### ASSISTANT HARBOR MASTER'S REPORT:

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

Mr. Amici reported mooring inspections have been completed and tenants have been notified of the condition of their tackle. The Head Boat step replacement work is more time consuming than originally thought and may not be completed by the start of the season. The fire system automatic dialer for the On The Deck Restaurant, On & off Bait & Tackle and Sissy's Place will be installed shortly.

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A discussion was held on the late penalty fee of \$200.00 for contracts not returned by December 1<sup>st</sup>. It was the decision of the commission to enforce the fee.

OLD BUSINESS: None

NEW BUSINESS: None

Commissioner Dellosso asked for a sub-committee meeting on the proposed life boat house after the meeting

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

Adrian Begley introduced himself as the new liaison to the Yacht Club.

At 7:35 PM Commissioner 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.

Commissioner Thompson 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:

Personnel

THEREFORE, BE IT RESOLVED by the Atlantic Highlands Harbor Commission assembled in public session on January 10, 2012 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.

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Resolution was seconded by Commissioner Dellosso and was adopted upon the following roll call vote:

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

NAYS: None

Commissioner Marchetti offered a motion to re-open the Regular Meeting at 8:05PM, seconded by Commissioner Dellosso and upon roll call was unanimously carried.

Commissioner Thompson offered a motion naming John Amici as Harbor Manager at a salary of \$53,200.08 per year and an additional five days of vacation, seconded by Commissioner Marchetti and upon roll call was unanimously carried.

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

Meeting adjourned at 8:10PM.

Carol Cassese  
Secretary

MINUTES OF THE EXECUTIVE SESSION MEETING OF THE HARBOR  
COMMISSION OF THE BOROUGH OF ATLANTIC HIGHLANDS HELD  
JANUARY 10, 2012 AT ATLANTIC HIGHLANDS BOROUGH HALL, 100 FIRST  
AVENUE, ATLANTIC HIGHLANDS, NEW JERSEY

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

ABSENT: None

Also present were Attorney Corodemus, Administrator Hubeny, and Carol Cassese,  
Secretary

Assistant Harbor Master Amici, who was noticed of this meeting was excused from the  
Session at this time

Mr. Thompson advised that the position of Harbor Master would be amended to  
Harbor Manager and recommended that Mr. Amici be named to this position at a salary  
of \$53,200.08 and an additional five days of vacation.

Mr. Hubeny held a discussion on the computation of vacation time earned by Mr.  
Bate and compensation for same.

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

Executive Session adjourned at 8:05PM.

Carol Cassese  
Secretary