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A Work Session Meeting of Mayor and Council was convened at 7:00 p.m. on October 18, 2010 in Council Chambers of Borough Hall with Mayor Dempsey presiding.

Mayor Dempsey related that this meeting is being held in accordance with the Open Public Meetings Act of 1975 and that notice was given to the Coast Star and the Asbury Park Press on December 22, 2009.

ROLL CALL: Present: Council Members Bossone, Donovan, Lee, Lucas

Absent: Council Members Connolly and Grasso

Also present was Borough Attorney James Kinneally and Borough Administrator/CFO Joseph DeIorio

APPOINTMENT: Borough Auditor Allen Schechter

Mr. Schechter advised that the Audit Report was previously submitted to the Governing Body. He stated that it is an unqualified opinion, which is the highest opinion out of three. He stated that this is a clean opinion. There were no problems with the internal control or material weaknesses that had to be addressed by Mayor and Council.

Mr. Schechter advised that on page 6 is the comparative statement of operations and changes of fund balance. The Borough utilized \$1,103,436 of fund balance. This was surplus that was used to balance the budget the total income was \$28,453,000. \$984,000 was excess revenue for the year 2009. That amount goes back into the surplus, we used \$1,103,000, so the Borough is about \$120,000 short of putting back what was used from surplus. He stated that for the current year the borough has already used \$1,143,000 that needs to be put back and that the Borough is going to come short again in projection.

He stated that there are 2 small recommendations that the Borough will act on, which the Borough has had in the past. He went over the two recommendations for the Council. He advised that the Borough is a single audit because of the money the town received from Green Acres and the Department of Transportation grants. He advised that there were no problems with either one of these programs as far as the single audit goes.

Council Member Lee asked the auditor about the Borough's financial health.

Mr. Schechter advised that the Borough is sound although the Borough came short a little bit in surplus. The Borough will probably be able to put back around \$1,000,000 or \$900,000 but will still have enough for the following year to use the same area for the surplus. If we use more than we are putting back the following year the Borough will be short again. As long as the Borough can maintain the surplus it will be able to be kept consistent in the tax rate as far as what is coming from surplus.

Mayor Dempsey stated that the Borough needs to be cautious in how much is taken from surplus.

Mr. Schechter stated that if every year the Borough goes down it will catch up very quickly.

Council Member Donovan asked if the Borough needs the surplus for start up for the next year.

Mr. Schechter advised that in 2011 if the borough did not use \$1,143,000 to start with the Borough would have an increase in taxes before anything is even spent because that is the amount that is being used as a balance. That would have to be replaced or there will be an increase before the appropriation or revenues are looked at.

Council Member Lee asked about the tax increase last year. He stated that 2 years ago there was a zero percent increase and this year the Borough was at 3.2%. He stated that his recollection was many of the contributing factors were the pension and health

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insurance costs for our employees as well as the reserve for uncollected taxes. He asked Mr. Schechter to explain this.

Mr. Schechter stated that all capital improvements and debt service are exceptions. For example if you spent money on capital improvements last year you have to subtract out from the levy to start with. They will consider that an exception and you can not spend that.

Mr. DeIorio advised that the pension figures have been received for next year and the Borough is already over \$100,000 more than what was spent in 2010. Those costs are outside the CAP but it will still affect the tax rate.

There was a discussion on the reserve for uncollected taxes.

Mr. Schechter was dismissed from the meeting at 7:20 p.m.

APPOINTMENT: Jim O'Neill for Independent Families about Manasquan (IFAM)

Mr. O'Neill introduced himself to the Governing Body and what the group is about. He advised that IFAM is a group of concerned independent residents without any political affiliation dedicating their time and attention to issues and events in Manasquan that relate to the welfare of children, families and the community. He continued his speech with what they are looking to do for the families of Manasquan. He introduced a group of Manasquan residents that form the IFAM group.

Mayor Dempsey asked Mr. O'Neill if he was going to set up an appointment next week to meet the candidates.

Mr. O'Neill advised that that is the reason that the group was formed so quickly was to get a meeting with the candidates for Borough Council.

Ron Nowak a member of IFAM reiterated what Jim O'Neill had said.

Council Member Lee stated that it is a tremendous obligation that this group is taking on and gave IFAM a lot of credit for taking this on.

Council Member Donovan stated that a pro active group is what is needed to get the information out to the families with young kids.

Mayor Dempsey asked Mr. O'Neill if IFAM will be coming as a group or will a couple of people come to the meetings?

Mr. O'Neill stated that it depends on the issues. He stated that there will be at least two members of IFAM at each meeting.

ITEM #1 Use of Borough Property:

- *Manasquan Hook & Ladder Halloween Parade
- *MES Halloween Parade

Council Member Donovan made a motion to approve both requests, seconded by Council Member Lucas. Motion carried unanimously.

ITEM #2 Use of Portable Stage--Wall Township PD Box Derby

Council Member Lucas made a motion to approve the request, seconded by Council Member Bossone. Motion carried unanimously.

ITEM #3 Former Borough Hall--follow-up

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Mayor Dempsey stated that Alan Hilla sent off the reports that had to be submitted and that the DEP will be reviewing and completing the CFA this year. He advised that the next report is due on May 28, 2012.

Administrator DeIorio stated that essentially everything is in order. He also stated that the date of May 28, 2012 is marked to submit next report.

ITEM #4 Review of Resolutions for Consideration at the Regular Meeting.

Council Member Lee thanked Administrator DeIorio for reducing the bullet points for Historic Preservation Grant Program. He asked if there is something in writing for the commitment.

Administrator DeIorio advised that he is meeting with Lia Trench of the SBLL Preservation Committee and he is requesting some type of formal document indicating that the Borough will get matching funds. He advised that in order for the grant to be completed the Monmouth County Historical Preservation Commission requires a validation that there is matching funds.

Council Member Lee asked that by passing the resolution for the Grant Program Application in essence we are committing on good faith that that would back it up.

Administrator DeIorio advised that the resolution would authorize him to move ahead with the grant. One of the requirements of the grant is to show that the Borough has matching funds. The matching funds will come from an outside organization. If these funds were not coming in then the Borough could not apply. He advised that the grants are \$5,000 each but there can be awards up to \$7,500. There are certain requirements that need to be done and received before the application can be submitted.

COMMITTEE REPORTS

Public Safety and Recycling Committee-Council Member Lucas had nothing to report at this time.

Public Property and Parks Committee-Council Member Lee thanked Administrator DeIorio for his involvement in the exit interview with NJ Clean Energy Audit. He informed the council and the audience of what this audit is for. He advised that there are a litany of improvements that can be made. He stated that it would probably cost \$50,000 to make these improvements. He stated that there is grant fund money out there that would cover the audit and improvements. He also thanked Council Member Bossone for his help with the geese patrol at Mac's Pond. He advised that Drew Cowley was asked to give a report and some recommendations with regard to the geese issues around town. The committee will review the report. He advised that the program is to impact the geese flight pattern and their access from the pond. He also thanked the Shade Tree Commission for their involvement in changing out some of the trees that have died on Main Street. Some of these trees have dislodged the bricks around the base of the tree causing a tripping hazard and liability.

Beach Committee-Council Member Bossone stated that in addition to the storm fence being put up, the normal process of closing down the beach, shutting off water, boarding up buildings are all being completed. He advised that there is a beach sweep with the Environmental Commission this Saturday at 9 a.m. if anyone is interested in helping.

Public Works Committee-Council Member Donovan advised that new trash and recycling cans have been installed in town. He advised that the Water Treatment Plant Project is moving along according to schedule. Leaf pick up is on this side of the tracks this week, next week the DPW will post no parking signs on both sides of Parker Avenue on Thursday, October 28 in preparation for the Parker Avenue decorating. He advised that if there is toilet paper mixed in with the leaves at the end of that event, the leaves can not be disposed of. He also advised that the DPW will try and pick up all the leaves first and then have the event. He advised that Victor Kubu has been a provisional laborer and he is on the agenda tonight to be appointed to permanent. Hydrant and valve flushing

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started today. He suggested that the residents should run the water for couple of minutes and the flushing will be ongoing for the next 2 weeks. He stated that the Environmental Commission beach sweep was originally in the request from Clean Ocean Action. Clean Ocean Action will not be able to participate in the event this year and the Environmental Commission is going to continue that event without help from Clean Ocean Action. He asked if the original request needs to be amended, the event has been approved, it is just the sponsor that has changed.

Mayor Dempsey stated that it is something that should be reviewed the Borough Attorney.

Mr. Kinneally advised that if it is just a change in the sponsor he does not see why it needs to be amended.

Council Member Donovan stated that it is Saturday, October 23 from 9 to noon. It will be across the entire beach front. He also stated that the Environmental Commission will be collecting food for the Monmouth/Ocean Food bank.

AUDIENCE PARTICIPATION

Council Member Bossone made a motion to open the work session meeting up to the audience, seconded by Council Member Lucas. Motion carried unanimously.

Ron Nowak, 73 Curtis Avenue asked if the leaves can be picked up prior to mischief night.

Council Member Donovan advised that he can try and get them there but there is no guarantee. He advised that if there is toilet paper mixed in with the leaves, there will be a problem with picking them up.

Council Member Lee made a motion to close the public portion of the work session meeting, seconded by Council Member Lucas. Motion carried unanimously.

The closed session portion of the minutes begins on the next page. The signature and approval date are located on the last page following the closed session meeting minutes.