

Regular meeting of the Harbor Commission of the Borough of Atlantic Highlands was held Tuesday, April 12, 2011 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, Thompson, McDonald, Curry, Frotton, Dellosso

ABSENT: None

Also present were Attorney Corodemus, Mr. Hubeny Harbor Master Bate and Mrs. Cassese. Assistant Harbor Master Amici was on vacation.

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 6, 2011. This agenda is complete to the extent known and formal action will be taken.

CORRESPONDENCE:

Mrs. Frotton read letter from Christopher Rooney requesting to hold a 6th grade promotion party

Mr. Hoffmann offered a motion to grant the requests, seconded by Mr. Thompson and upon roll call were unanimously carried.

Mrs. Frotton read letter from John Loyer and Thomas Rose requesting to have two Italian ice concession carts on the promenade from the end of May to September, mainly on weekends. They also inquired about renting space with access to electric, which would be removed in the winter.

Mr. Curry offered a motion to grant the request for one cart at a fee of \$100.00 per month, seconded by Mr. McDonald and upon roll call was carried and Mr. McDonald will contact the gentlemen involved.

Mrs. Frotton read letter from Scott Bein requesting to use the Senior Citizen Building for the Wounded Warriors Foundation outing in case of rain or for catering purposes on June 26, 2011.

Mr. Hoffmann offered a motion to grant the request, seconded by Mr. Thompson and upon roll call was carried.

Mrs. Frotton read letter from Robert O'Connor of the Film One Fest advising of an increase of food vendors from six to a maximum of ten in order to provide a wider variety of foods and to give more vendors an opportunity to participate.

Mrs. Marchetti offered a motion to grant the request, seconded by Mr. Dellosso and upon roll call was carried.

ADMINISTRATION:

Mrs. Marchetti offered a motion approving minutes of the Regular Meeting held 3/8/11 as recorded, seconded by Mr. Dellosso and upon roll call was carried.

Mr. Thompson offered a motion approving the minutes of the Executive Session meeting held 3/8/11 as recorded and that the minutes remain sealed until the need for confidentiality is no longer necessary, seconded by Mrs. Marchetti and upon roll call was carried.

Mr. McDonald offered a motion approving the minutes of the Executive Session meeting held 2/8/11 as recorded and that the minutes remain sealed until the need for confidentiality is no longer necessary, seconded by Mr. Dellosso and upon roll call was carried. Mr. Thompson abstained.

Mr. Hoffmann offered a motion approving the Payment of Bills in the amount of \$46,621.41, seconded by Mr. Dellosso and upon roll was unanimously carried.

Discussion was held on the Marine Operator's Legal Liability insurance policy. Mr. Dellosso offered the following resolution and moved for adoption:

RESOLUTION

WHEREAS, the Harbor Commission of the Borough of Atlantic Highlands Marine Operator's Legal Liability and owned work boat policy will expire on April 19, 2011; and

WHEREAS, requests for proposals and quotations have been received and reviewed by members of the Harbor Commission for the policy most advantageous, with due consideration to cost and other factors and criteria; and

WHEREAS, funds are or will be available for this purpose.

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 GREAT AMERICAN INSURANCE, in the amount of \$17,000.00 for a term of three years or until a successor is appointed and confirmed by the Harbor Commission and/or the insurance policy expires.

Resolution was seconded by Mr. McDonald and adopted upon the following roll call vote:

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

NAYS: None

Mrs. Frotton invited Mary Wall, 10 Ocean to address the Commission. She advised the Ladies Fire Auxiliary will hold a fund raiser on April 28, 2011 at the First Avenue Playhouse.

COMMITTEE REPORTS:

Clean Marina: No report.

Operations/Special Events: No report.

Leases:

Discussion was held on the request of the Yacht Club for a slip or mooring for their chase boat. The commission agreed to the location of Mooring AA-1.

Finance:

Mr. Dellosso reported on the progress of the borough budget and advised that the Sunday band concerts have been included. Mr. Hubeny asked that members review the harbor portion of the budget for additional reductions. He also advised that with the announcement of Mr. Bate's retirement the 2012 budget would require more scrutiny.

Capital Improvements & Special Projects:

Mr. McDonald advised there will be a meeting with the DEP regarding the proposed Pier 4 project on 4/15/11 at 10:30AM at the Harbor.

Personnel: No report.

Mrs. Frotton asked that the Operations Committee work with Mr. Bate on a succession plan for the next several years, and report monthly at the meetings.

ADMINISTRATOR'S REPORT:

Mr. Hubeny led a discussion on proposals he has received for the sprinkler system for the Shore Casino.

Mr. McDonald offered a motion to recommend that Council award the work to Miller Remick Corp in the amount of \$17,000.00, seconded by Mr. Curry and upon roll call was carried. Mr. McDonald will also look into the company.

Mr. Hubeny advised there is a Boy Scout working on and Eagle Scout project. His project would be to place benches along the Bayshore Trail that he would build and finance the project with contributions with contributor's names placed on the benches. Since the trail is now maintained by the County this project was referred to Mr. Krauss for possible placement in Lenape Woods.

Mr. Hubeny is still awaiting FEMA money from the 12/26/10 snow storm.

ATTORNEY'S REPORT:

Mr. Corodemus led a discussion on ADA compliance, especially with new construction such as the Pier 4 project.

Mr. Corodemus also advised he has been in contact with the Collections Attorney.

A discussion was held on the A.H. Bait & Tackle lease that will expire at the end of September. Mr. Corodemus will write a letter to Mr. Crosta regarding the matter.

Discussion was also held on alterations to be made to the rental property prior to a new tenant taking occupancy.

HARBOR MASTER'S REPORT: The Harbor Master's report is on file in the Harbor Office for reference. Two large slips on the east side of Frank's have been rearranged to add three slips in sizes more useable. Pilings have been placed in the mooring field area to delineate the channel.

Mrs. Marchetti asked if all of the moorings have been inspected. Mr. Bate advised all have been inspected and owners notified of any problems which need to be addressed.

ASSISTANT HARBOR MASTER'S REPORT:

Mr. Amici advised the card reader and new gate security system installation will begin later this month. Contracts are now being printed in house using Marina Office soft wear.

A discussion was held on accounts receivable. Mr. Corodemus will write letters to those over 90 days that do not have judgments. Finance charges will be assessed on all un-paid berth and mooring accounts that were due on 3/15/11.

OLD BUSINESS: None

NEW BUSINESS: None

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

Jim Krauss, 77 Bayside Drive gave an updated fishing report.

Robert Parson, 2 Harbor View Drive, inquired about the status of the Security cameras. He also advised that there is no place to park near Pier 7, 8, 9. Mr. Hoffman advised this will be corrected when more boats are launched from winter storage.

A discussion was also held on recycling of shrink wrap. Mr. Hubeny advised that we did apply for a grant, but were denied.

There being no further business to come before the meeting, Mr. Dellosso offered a motion to adjourn, seconded by Mr. Curry and upon roll call was carried.

Meeting adjourned at 9:14 P.M.

Carol Cassese, Secretary

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