

Regular meeting of the Harbor Commission of the Borough of Atlantic Highlands was held Tuesday, April 9, 2013 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 Jack Archibald, and Commissioner Jane Frotton

Also present were Adam Hubeny, Administrator, Harbor Manager John Amici, Carol Cassese, Secretary, and Richard White.  
Attorney Steven Corodemus was absent.

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 3, 2013. This agenda is complete to the extent known and formal action will be taken.

#### CORRESPONDENCE:

Commissioner Frotton read letter from Charles Parker, Mooring W-5 regarding some thoughts on storage of boats for the winter. Mr. Amici advised he had discussed the matter with Mr. Osborn and spoke to Mr. Parker.

Commissioner Frotton read letter from Dick Nolan regarding winter storage of his new boat next season. Mr. Amici advised he had a conversation with Mr. Nolan and he would be allowed to store the boat.

#### ADMISTRATION:

Commissioner Marchetti offered a motion approving the minutes of the Regular Meeting held 3/12/13, as recorded, seconded by Commissioner Thompson and upon roll call was unanimously carried.

Commissioner Marchetti offered a motion approving the minutes of the Regular Meeting held 3/26/13, as recorded, seconded by Commissioner Thompson and upon roll call was unanimously carried.

Commissioner Hoffmann offered a motion approving the payment of bills.

Commissioner Marchetti questioned payments to Attorney Rielly. Mr. Hubeny advised this is in regard to the Ritter matter. Commissioner McDonald questioned bank-card fees.

Motion was seconded by Commissioner Curry and upon roll call was unanimously carried.

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T&M Status Report:

Mr. Hubeny presented the report in Mr. Nathanson's absence.

Frank's Pier: Elevation has been increased by 14 inches, piles have been installed out to the 60<sup>th</sup> pile bent, divers are installing cross bracing from bulkhead out into the bay, longitudinal bracing is being installed, stringers and headers are all installed, the contractor is holding off on construction at the 60<sup>th</sup> bent; will continue beyond the 40 foot section as shown on the contract plans, no utilities are to be installed at the end of the pier.

Piers 1-5: T&M completed shop drawing review; Reid is directing Techno Marine to advance construction of the floating docks, delivery time to be determined by Reid.

Dredging: Dredging contractor mobilized and will begin the end of this week/early next week.

Sullivan Floating Docks: Reid to begin installation of Pier 8 first after dredging is completed, Pier 7 floats to be installed after the fixed boat ramp pier is replaced.

Party Boats: This area is essentially complete; power to party boats has been provided, water will be provided in a week or so. JCPL will visit the site to terminate the transformer and set the meters for full use. Fire pedestals have been installed, stair stringers and temp railing have also been installed. Temporary pilings have been installed for the Sea Tiger.

Pier 6: Elevation by 6 inches is complete, piles and stringers are being installed. The fuel system submittals are to be approved this week.

Utilities: On track, Sodon is making very good progress.

COMMITTEE REPORTS:

CLEAN MARINA: Commissioner Marchetti – no report.

FINANCE: Commissioner Archibald reported the borough will be going out next week to sell 9 million dollars in BANS.

Commissioner Archibald led a discussion on business interruption insurance. He advised he has spoken with Mike Grady as there is a question as to whether piers and docks are covered by the insurance company. Commissioner Archibald advised our insurance company will be paying Mr. Grady's fees. We will also be receiving a document request by Mr. Grady from our accountant.

Commissioner Archibald reported we are currently behind in revenue from November to March by \$800,000.00. Berths are off by 25% and moorings approximately 8-9%.

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**OPERATIONS:** Commissioner Hoffmann reported work on the piers is not progressing fast enough and pilings and hardware are slow in being delivered.

**LEASES:** Commissioner Curry advised the Committee is waiting for revised leases from the Attorney for Sissy's and On The Deck.

**CAPTIAL IMPROVEMENTS AND SPECIAL PROJECTS:** Commissioner McDonald-no report.

**ADMINISTRATOR'S REPORT:**

Mr. Hubeny advised he spoke with Fred Herman, a project specialist with F.E.M.A. who advised a hazardous mitigation grant could be applied for to provide armoring the north side of the CDF to prevent future erosion and wash outs. Mr. Herman wrote the project worksheet in the amount of \$213,161.00 and if approved this will be covered by F.E.M.A. To date the Borough and the Harbor have received a total of \$371,000 in insurance money.

**ATTORNEY'S REPORT:** Mr. Corodemus -No report.

**HARBOR MANAGER'S REPORT:**

Harbor Manager Amici presented his report as follows:

Senior Citizen Center:

Repair work has been started and is progressing well. Interior insulation and drywall has been installed. Appliance installation HVAC work will begin shortly. When the Senior Center is completed work will begin on the public bathrooms. This building has no water shut off valves other than the main supply. Bellies plumbing will be installing the appropriate number of shut off valves so when repair work is needed, water supply can be isolated and turned off where work is needed.

Head Boat Area:

Mr. Hagaman's slip has been modified so he can operate until Pier 2 is installed. Temporary piles are installed and temporary electric service will be provided. At this time the step installation is almost complete and the trench that was dug for utility installation has been filled with concrete.

Sissy's Place:

Pat Murray Construction will begin work on the concrete patio and Mrs. Smith will pick the color of the tint to be added to the concrete. Our yard crew will install the black railing and gate around the patio. This work should be completed by 4/15.

Shore Casino:

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The fence by the kitchen door has been replaced and the stairway railing leading to the roof will be repaired shortly after receiving another repair price.

On The Deck:

Progress is being made on preparing the bid package to replace the roof air conditioning units on the roof. We are working with F.E.M.A. making this an improved project by changing the configuration of the units to make them more energy efficient and in compliance with regulation that will be in place in 2015 regarding the refrigerant type.

Security Booth:

Breaker Electric has begun the electric work and Mike Lee has begun the IT wiring for the computers. The doors and windows have been installed and the interior will be completed shortly.

F.E.M.A.:

I've had numerous meetings with F.E.M.A. representatives and to date I've signed PW's totaling \$20,150,722.80 and have received a reimbursement check in the amount of \$153,161.25 (debris removal). Inspections have been done on several buildings and I have submitted invoices for same.

OTD Complex:

I've contracted with Jeff Young Water & Sewer to have maintenance cleaning of the sewer line that services On The Deck, On & Off Bait and Tackle, Sissy's Place and the tenant bathroom at Frank's Pier. The service will be performed three times per year and each tenant and the Harbor Commission will pay \$116.65 per visit. The total for the service for the year is \$1400.00. Each tenant will be responsible for the regular maintenance cleaning of their grease trap.

Slips & Moorings:

To date we are at 67% filled with slip tenants (138 vacant slips) and 83% filled with mooring tenants (20 vacant moorings). Carol has been working hard renting slips to new tenants and calling those on the waiting list and answering emails from those requesting slips.

Salvage & Totaled Boats

We have 49 boats that are owned by salvage/insurance companies in the storage yard. They have been sent a letter advising them that the boats must be removed by May 1<sup>st</sup>. Salvage companies are paid until that date or we have a credit card number to settle charges.

2013 Helix Inspection:

The helix inspection is almost finished. There have been delays in getting the inspection completed due to some bad weather. So far, no damage to any helix has been detected by the diver as a result of Hurricane Sandy.

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Since the helix shackle has been in place for five years, it will be a requirement that it be replaced when a bottom chain needs replacement.

Fuel System:

The land fuel system is operational for Borough vehicles and HHRHS school buses. The plans for the new fuel system on Pier 6 included a new POS system. I met with Mike Corsi from JH Reid and John DiGregorio from Aurora Environmental who will be installing the fuel dispensers, and they agreed to purchase and have installed the fuel system software from Scribble Softwear that will integrate with the Marine Office POS system we currently use instead of a different POS system.

Commissioner Thompson offered the following resolution and moved for adoption:

RESOLUTION  
RELEASING EXECUTIVE SESSION MINUTES

WHEREAS, N.J.S.A.10:4-12 allows for a Public Body to go into closed Executive Session during a Public Meeting; and

WHEREAS, the Harbor Commission of the Borough of Atlantic Highlands has deemed it necessary to go into closed/executive session to discuss certain matters which are exempted from the Public; and

WHEREAS, these minutes have remained sealed until the need for confidentiality is no longer necessary; and

WHEREAS, the Harbor Commission Attorney has reviewed the Executive Session minutes from meetings held April 10, 2012, June 6, 2012, September 11, 2012, October 16, 2012 and December 11, 2012, and has determined the public interest will no longer be served by such confidentiality.

NOW, THEREFORE, BE IT RESOLVED by the Harbor Commission of the Borough of Atlantic Highlands that the Executive Session minutes of the meetings mentioned above be released to the public.

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

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

NAYS: None

ABSTAIN: Commissioner Archibald

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Commissioner Archibald offered a motion to approve amended Executive Session minutes of the meeting held 2/12/13, seconded by Commissioner Hoffmann and upon roll call was unanimously carried.

Commissioner Frotton read letter from A.H. Lion's Club advising the pancake breakfasts will be held on June 1<sup>st</sup> this year and also a Saturday in mid September.

Commissioner Frotton advised that the American Legion Post 141 has placed bags in the Foodtown to raise funds for the legion.

OLD BUSINESS; None

NEW BUSINESS: None

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

Ronald Santee, owner of the Fisherman asked about Head Boat parking. Mr. Amici advised the issue will be addressed.

Frank DeCarlo, 82 Center Avenue asked when the launch ramp would be open.

Commissioner Frotton advised this would be mid-May.

Mr. DeCarlo also inquired about a senior rate for the ramp. Commissioner Archibald advised this has not been discussed.

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

Meeting adjourned at 7:30 P.M.

Carol Cassese, Secretary











