

**January 1, 2019**  
**REORGANIZATION/REGULAR MEETING**

**The reorganization meeting of the Mayor and Council of the Borough of Bay Head was held on Tuesday, January 1, 2019 at 4:00 PM in the Bay Head Municipal Building, 83 Bridge Avenue, Bay Head, New Jersey.**

**Mayor Curtis called the meeting to order and welcomed everyone. He asked everyone to stand and join with him in the Pledge of Allegiance to the Flag.**

**Mayor Curtis read the following statement:**

**Ladies and gentlemen, pursuant to the applicable portions of the New Jersey Open Public Meetings Act, adequate notice of this meeting has been given. This meeting was published in *The Ocean Star*, December 14<sup>th</sup> and *The Asbury Park Press* on December 13<sup>th</sup> posted on the bulletin board at the Municipal Building located at 83 Bridge Avenue, on December 11, 2018**

**The roll was called for attendance. Present were Mayor Curtis, Councilmembers Barnes, Magory, Lyons, Borough Administrator, Christopher Parlow and Borough Attorney, Jean Cipriani.**

**Mayor Curtis welcomed Point Pleasant Beach Mayor Stephen Reid and Mantoloking Mayor elect Lance White.**

**Jean Cipriani, Borough Attorney administered the Oath of Office to the following:**

**Diane Cornell, Councilmember  
Dennis Shanning, Councilmember**

**Both took their seat on the dias.**

**Mayor Curtis stated a letter of resignation had been received from Robert (Bob) Hein effective December 27, 2018. I regret to accept this resignation.**

**Mayor Curtis stated a letter dated December 27, 2018 had been received from The Regular Republican Organization of Bay Head submitting the following three nominees to be considered by Council for the remaining term of the open Borough Council position:**

**Mrs. Helene DeFilippis  
Mr. William T. Gage  
Mrs. Mary Glass**

**Councilmember Barnes offered Resolution 2019-29 appointing Mary Glass to the vacant seat on the Borough Council created by the resignation of Councilmember Robert Hein. The motion was**

seconded by Councilmember Magory and passed on roll call vote. YEAS: Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None. A copy of the resolution is attached to these minutes.

Ms. Cipriani administered the Oath of Office to Mary Glass. She took her seat on the dias.

**Councilmember Cornell:** This is my first elected term. If you have any questions or comments please reach out to me. I would like to thank all for your support.

**Councilmember Shaning** made the following comments:

Mayor, members of Council, my wife, Sharon, my friends, and fellow citizens.

Aside from family and friends, one thing that's been near and dear to me in the Town of Bay Head. I spent many happy days here during my childhood and adolescence. I have fond memories of this town and I firmly believe that to know Bay Head is to love Bay Head. I can't understand how anyone would not like living here. My adult children endearingly refer to it a Pleasantville, USA.

The location, the natural beauty, the architecture, the beaches, and the bay are only part of what contributes to the charm. The basic fabric of this town is the residents – the people who live and work here, and walk their dogs here, and go fishing and jogging, and swimming here and who pray and worship here, and who keep our town safe and maintained.

It's a community that lives together, works together, and cares about each other.

Forgive me, but as a clinical and forensic psychologist I can't help but draw an analogy to the family. In many ways this town is like one big family system. And just like a family, we will have different ideas about things and different opinions, and we may argue and disagree, but in the end, we are family, and we care about each other and the town we live in.

I would love for all of us to reflect on that in the coming year. In the process of protecting, maintaining, and upgrading our town, let's not forget to care about each other. We are blessed to live here and we have the opportunity to enjoy each other's company while participating in town activities.

I would like to thank those of you who have supported me, trusted me, and had faith in me. And for those of you who have doubts, I plan to demonstrate that I'm dedicated to serving the Mayor, the Council, and the town, to the best of my ability.

I will serve with honesty, integrity, and respect. I ran for this position because I feel it's my time to serve. I'm ready for the challenge and looking forward to working with my colleagues on Council who have been serving the best interests of this town for many years.

I am hoping they will take me under their wing and teach me what I need to know to serve effectively and competently. I'm the rookie on the team.

I'll conclude my comments by telling you what I took away from a recent meeting with Mayor Curtis and Chris Parlow a few weeks ago.

Mayor conveyed a piece of advice that he was given many years ago when he assumed his position. He was gracious enough to pass this along to me. He said, "try to help at least one person a day".

The other thought I came away with was from Chris Parlow, who during our conversation said, "you know we provide a service". These two things rang loud and clear and stuck with me as a reminder that I have been elected by you to be of service to this town – to be of service to you.

The words of George H. W. Bush come to mind. He said, "the fulfillment of a complete life cannot be accomplished without service to others".

I thank you all once again for allowing me the opportunity to do this and to serve the Town of Bay Head. I wish you all a blessed, prosperous, healthy new year filled with peace and love.

Let's not forget to move forward and care about each other. Thank you.

**Councilmember Glass:** Thank you Mr. Mayor for letting me be here again.

**Councilmember Cornell** moved to elect Councilmember Lyons as Council President for the year 2019. This motion was seconded by Councilmember Glass and passed on roll call vote: **YEAS:** Glass, Barnes, Shaning, Magory, Cornell, Lyons. **NAYS:** None.

**Mayor Curtis** made the following appointments to Council Standing Committees for 2019. The first person is Chairman.

|                       |                                  |
|-----------------------|----------------------------------|
| Public Safety         | <u>GLASS</u> , Lyons, Shaning    |
| Legal and Planning    | <u>BARNES</u> , Magory, Glass    |
| Public Services       | <u>SHANING</u> , Barnes, Glass   |
| Public Works          | <u>MAGORY</u> , Cornell, Shaning |
| Parks, Grounds & Rec. | <u>CORNELL</u> , Lyons, Barnes   |
| Finance & Technology  | <u>LYONS</u> , Magory, Cornell   |

**Councilmember Glass** moved to approve Mayor's appointments of the 2019 Standing Committee and Chairpersons. This motion was seconded by Councilmember Cornell and passed on roll call vote: **YES:** Glass, Barnes, Shaning, Magory, Cornell, Lyons. **NAYS:** None.

**Mayor Curtis** made the following appointments to the Planning Board:

|              |                    |               |
|--------------|--------------------|---------------|
| Class II     | Christopher Parlow | One year term |
| Alternate #1 | Jacqueline Keer    | Two year term |
| Alternate #3 | Kevin Feehan       | Two year term |

**Councilmember Magory moved to appoint Councilmember Shaning as Council's representative to the Planning Board. The motion was seconded by Councilmember Glass and passed on roll call vote: YEAS: Glass, Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None.**

**Mayor made the following appointments to the Environmental Commission:**

|                           |                        |
|---------------------------|------------------------|
| <b>Vera Jones</b>         | <b>Three year term</b> |
| <b>Thomas S. Charlton</b> | <b>Three year term</b> |

**Councilmember Magory moved to approve Mayor's appointments to the Environmental Commission. The motion was seconded by Councilmember Cornell and passed on roll call vote: YEAS: Glass, Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None.**

**Councilmember Glass moved to appoint Councilmember Cornell as Council's representative to the Environmental Commission. The motion was seconded by Councilmember Magory and passed on roll call vote: YEAS: Glass, Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None.**

**Councilmember Cornell moved to approve the special meeting minutes of December 19, 2018. The motion was seconded by Councilmember Magory and passed on roll call vote: YEAS: Glass, Magory, Cornell, Lyons. NAYS: None. Not Voting: Councilmember Barnes and Shaning.**

**Mayor Curtis called for Reports of Standing Committees.**

**Councilmember Cornell, Parks, Grounds and Recreation had no report**

**Councilmember Shaning, Public Services, read the Zoning Officer and Construction Official reports for the month of December. Copies of the report are attached to these minutes.**

**Councilmember Barnes, Legal and Planning: Our plan for 2019 will be to review the Borough Code to keep it up to date. We will also be keeping an eye on the Affordable Housing issue and the legalization of marijuana.**

**Councilmember Glass, Public Safety, had no report.**

**Councilmember Magory, Public Works: I have a brief report for 2018: Five roads were repaved under grants, along with the sidewalk on Clayton Avenue. New storm sewer was installed on Karge Street. We worked with NJ-American Water Company to refresh sixteen road patches. Councilmember Hein worked on that project with us. I would like to thank Bob for all the work he has done on Public Works. Two new replacement trucks were purchased. Two masonry walls were constructed in Centennial Park. The new West Lake Avenue storm sewer drain pipe with an**

**internal flapper drain pipe was installed and has performed well. We will be using the flapper on future road projects which adjoin the lake or bay to reduce flooding. Public Works also performed all the normal maintenance projects, cut the grass, cleaned the buildings, sweep the streets, plowed the snow and managed the recycle center. We are expecting another busy year. We will be working on the Osborne Avenue sidewalk project and looking forward to paving if grants are approved.**

**Councilmember Lyons, Finance and Technology: I don't have a report for Technology.**

**Finance: I met with the Borough Administrator and the CFO going through the numbers for 2019. The Finance Committee will meet soon to discuss the 2019 budget. We hope to get the budget out of committee quickly and introduce it in early spring.**

**Christopher Parlow, Borough Administrator, had no report.**

**Mayor Curtis called for Clerk's Correspondence.**

**Ms. Applegate offered the following:**

**An application for Raffles License from Meridian Health Foundation for 50/50 Off Premise Cash Raffle with the drawing to be held at the Bay Head Yacht Club on May 21, 2019 at 9:30 pm**

**An application for Raffles License from Meridian Health Foundation for Off Premise Merchandise Raffle with the Drawing to be held at the Bay Head Yacht Club on May 21, 2019 at 9:30 pm**

**Councilmember Lyons moved to approve the request which was seconded by Councilmember Cornell and passed on roll call vote. YEAS: Glass, Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None.**

**Mayor Curtis called for Ordinance, First Reading.**

**Councilmember Lyons offered Ordinance 2019-01 entitled:**

**AN ORDINANCE AMENDING ORDINANCE 2018-16 ESTABLISHING SALARY, WAGES, HOLIDAYS, SICK LEAVE, VACATIONS AND OTHER BENEFITS OF EMPLOYMENT OF CERTAIN OFFICIALS AND NON-UNION EMPLOYEES OF THE OF THE BOROUGH OF BAY HEAD, COUNTY OF OCEAN, STATE OF NEW JERSEY, FOR THE CALENDAR YEAR 2019 THROUGH 2022**

**Councilmember Lyons moved this ordinance on first reading, which motion was seconded by Councilmember Cornell.**

**The motion passed on roll call vote. YEAS: Glass, Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None. A copy of this ordinance is attached to these minutes.**

**This ordinance is scheduled for second reading and public hearing on February 11, 2019.**

**Mayor Curtis called for New Business and Resolutions.**

**The following resolutions were presented by Mr. Parlow.**

**Mayor Curtis stated the vote would be on a consent agenda:**

**Resolution 2019-01 appointing Jean L. Cipriani, Esq. as Municipal Attorney**

**Resolution 2019-02 appointing Robert S. Oliwa, CPA, RMA as Municipal Auditor**

**Resolution 2019-03 appointing Jeffrey R. Surenian, Esq. as Special Counsel, COAH**

**Resolution 2019-04 appointing Bonnie R. Peterson, Esq. as Municipal Prosecutor**

**Resolution 2019-05 appointing John R. LeCompte, PE, PP, CME as Municipal Engineer**

**Resolution 2019-06 appointing CME Associates as Professional Planning Consultant**

**Resolution 2019-07 appointing Victoria R. Emanuele, Esq. as Alternate Prosecutor**

**Resolution 2019-08 appointing Mott MacDonald as Special Engineering Consultant**

**Resolution 2019-09 appointing Maser Consulting P.A. as Special Engineering Consultant**

**Resolution 2019-10 appointing Municipal Search Officers**

**Resolution 2019-11 authorizing the Tax Assessor to file an assessor's appeal to correct certain errors made on assessments**

**Resolution 2019-12 authorizing certain people to sign Borough checks**

**Resolution 2019-13 approving the Cash Management Plan of the Borough of Bay Head**

**Resolution 2019-14 authorizing cancellation of minimal balances and overpayments**

**Resolution 2019-15 authorizing the cancellation of miscellaneous charges and outstanding checks**

**Resolution 2019-16 permitting Pre-Payment of certain items**

**Resolution 2019-17 appointing Roberta A. Burze, Esq. as Public Defender**

**Resolution 2019-18 appointing Carmine R Villani, Esq. as Alternate Public Defender**

**Resolution 2019-19 authorizing the execution of a Shared Services Agreement between the Borough of Bay Head and the Township of Freehold for Information Technology Services**

**Resolution 2019-20 providing for 2019 Salary for the Chief of Police**

**Resolution 2019-21 providing for salaries and compensation of the Police Department of the Borough of Bay Head for 2019**

**Resolution 2019-22 authorizing the execution of an Employment Agreement with William Antonides, Jr. as Chief Financial Officer**

**Resolution 2019-23 reappointing John D. Antonides as Part-Time Borough Tax Collector**

**Resolution 2019-24 appointing Christopher Parlow as Community Rating System Coordinator**

**Resolution 2019-25 appointing Robert Hein as Safety Coordinator**

**Resolution 2019-26 providing dates of Borough Council meetings and designating official newspaper for 2019**

**Resolution 2019-27 establishing fees, penalties and interest for 2019**

**Resolution 2019-28 approving 2019 Temporary Budget**

**Councilmember Glass moved the consent agenda resolutions be approved. The motion was seconded by Councilmember Barnes and passed on roll call vote: YEAS: Glass, Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None. A copy of each resolution is attached to these minutes.**

**Mayor Curtis opened the meeting for Public Discussion. There were no questions or comments.**

**Mayor Curtis thanked Vallerie and Brian Magory, Joanne Pehlivanian and Helene DeFilippis for organizing the reception**

**which will follow. He invited all to attend and wished them a healthy new year.**

**Councilmember Glass moved to adjourn. The motion was seconded by Councilmember Magory and passed on roll call vote. YEAS: Glass, Barnes, Shaning, Magory, Cornell, Lyons. NAYS: None.**

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**Patricia M. Applegate, Municipal  
Clerk**

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**William W. Curtis, Mayor**