

**BOROUGH OF SHREWSBURY  
MUNICIPAL COMPLEX  
MAYOR & COUNCIL**

**February 4, 2019**

**Meeting Called to Order**

Mayor Anderson called the meeting to order at 7:00pm and read the Presiding Officer's Statement.

**Presiding Officer's Statement**

The Notice Requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting on the bulletin board in the Municipal Building on January 4, 2019 by the Municipal Clerk.

**Roll Call**

Present: Councilwoman Deidre DerAsadourian  
Councilman Jeff DeSalvo  
Councilman Donald Eddy  
Councilwoman Kim Doran Eulner  
Councilman Scott Gilbert  
Councilman Brendan Gilmartin

Also Present: Mayor Erik Anderson  
Bruce Padula, Borough Attorney  
Maureen L. Muttie, Clerk/Administrator

Absent: None

**Executive Session**

Councilwoman Eulner motioned to approve Resolution 2019-025 to Enter Executive Session, seconded by Councilwoman DerAsadourian with ayes by all Councilmembers present

Mayor/Council moved into Executive Session at 6:33pm.  
Public Meeting reconvened at 7:00pm

**Salute to Flag**

Led by Mayor Erik Anderson

**Consent Agenda**

Resolution 2019-026 Resolution to Enter Shared Services Agreement between the Borough of Shrewsbury and the Borough of Oceanport for the use of Courtroom Facilities  
Resolution 2019-027 Joint Purchasing System Agreement  
Resolution 2019-028 Resolution Regarding the Retirement of Mark Godsil  
Resolution 2019-029 Resolution Regarding the Retirement of John Tomaino

Councilwoman DerAsadourian requested Resolution 2019-027 be pulled from the Consent Agenda and be moved to the next meeting agenda.

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Councilman Gilbert motioned to the approved the Consent Agenda except for Resolution 2019-027, seconded by Councilman DeSalvo and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilbert and Gilmartin  
Nays: None  
Abstain: Eddy

**Reports of Council**

Councilwoman DerAsadourian

- Councilwoman DerAsadourian reminded the public to lock their car doors at night.
- At the next council meeting, discussion of Obre Place will be on the agenda. Letters will go out to the nearby residents informing them of this meeting and to invite them to provide comments and questions regarding the proposed plan designs.

Councilman DeSalvo

- Sunrise Assisted Living is looking for a temporary certificate of occupancy for model units at the beginning of March. They expect exterior work to be completed at that time.
- Capital Seniors is expected to have residents move in around April 1<sup>st</sup>.
- QuickChek is ahead of schedule and they are looking to be completed by late summer or early fall.
- Shadowbrook has been issued their building permits for their construction.
- The Hot Box will be going out tomorrow to repair potholes around town.
- DPW has two candidates to replace the two retirees.

Councilman DeSalvo motioned to offer letters of employment to these individuals, pending background and physical clearance, seconded by Councilwoman DerAsadourian and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilbert and Gilmartin  
Nays: None  
Abstain: None

Councilman Eddy

- Tom Seaman will be sending all the major committee members a copy of the budget draft. Councilman Eddy asked that everything is put in the budget before Finance Committee pulls together a final draft. Going forward if it's not in the budget and it must come out of the surplus fund, it will have to be approved by Council.
- There will be a Budget Workshop Meeting on Saturday, March 16<sup>th</sup> at 9:00am.
- The Budget for 2018 has been closed out.
- Councilman Eddy reported that the Borough's domain has been moved over and the Borough now owns [www.shrewsburyboro.com](http://www.shrewsburyboro.com). This will now allow us to go to a new mail system and provide additional security.
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- Councilman Eddy has been working with Jerzy Chojnacki and the Local Emergency Planning Committee to set up an OEM area here in the Borough Hall. This will provide access to an area during emergencies and catastrophic events.
- Regarding the OPRS-RIM Shared Services Agreement, we need confirm the billing process first before entering agreement.

**Councilwoman Eulner**

- Councilwoman Eulner is happy to announce that she is recertified for CPR. The First Aid offers free CPR training to anyone who lives or works in Shrewsbury Borough. Classes are held the second Monday of the Month and she encourages everyone to be certified.
- Shade Tree Meeting is this Saturday and Community Garden Meeting will meet next Monday.

**Councilman Gilbert**

Councilman Gilbert had no report.

**Councilman Brendan Gilmartin**

- Councilman Gilmartin will be attending the Recreation Committee Meeting on the 12<sup>th</sup> and several things will need to be addressed. DPW Foreman, Ron Neis, has brought to light that the shed at Manson Park is in total disarray. Councilman Gilmartin will ensure time is put aside by the Recreation Committee to organize the shed. Also, he will ensure that all coaches/volunteers have background checks completed as required by ordinance.

**Mayor's Report**

- Mayor Anderson interacted with Senator Gopal recently and discuss the RBR funding issue that exist, and he will continue to keep it on the Senator's radar.
- The Mayor spoke with Freeholder Director Tom Arnone regarding various shared services. Freeholder Director Arnone was invited by the Mayor to come speak at a future meeting.  
Mayor Anderson requested Council to consider Resolution 2019-030 increasing Maureen Muttie's compensation.

Councilman DeSalvo motioned to approve Resolution 2019-030, seconded by Councilman Gilbert and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilbert and Gilmartin  
Nays: None  
Abstain: None

**Clerk/Administrator's Report**

Ms. Muttie reported Tom Seaman, Chief Financial Officer, has filed the Annual Debt Statement and a copy has been given to each Councilmember. Also, the Auditors will here the week of the 11<sup>th</sup> to start their work.

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**Open the Floor to the Public**

Councilman DeSalvo motioned to open the floor to the public, seconded by Councilman Gilmartin, with ayes by all Councilmembers present.

Marge Clark, 213 Garden Road

Ms. Clark complimented the repaving of Route 35 and how it has made driving much more comfortable. Ms. Clark asked if there are new signal lights being installed on Route 35. Councilman DeSalvo replied he is not certain but believes it is to coincide with ADA requirements. Ms. Clark also expressed her disappointment that the light at White Street does not have a left turn arrow. She also commented the lights on Route 35 should be better synchronized.

Stu Minis, 35 Thomas Avenue

Mr. Minis asked if the ten percent cut expected from each department will affect services. Councilman Eddy replied some cuts do not directly impact services; those that might affect services will have to be discussed among Council to see if cutting the services is worth saving the money. Councilman Eddy explained we are still in the early stages of the budget process to. Mr. Minis asked about the Administrator's position and whether it will be filled permanently. Mayor Anderson explained Ms. Muttie was appointed as Interim Administrator for now and no steps have been taken at this point to look for a permanent Administrator. Mayor Anderson also commented there is a \$31,000 savings with Ms. Muttie serving as Interim Administrator.

Janet Dill – 115 White Street

Mrs. Dill supports Mrs. Clark's comments regarding a left turn arrow at White Street. She expressed her frustration with the light at Newman Springs Road and Route 35 when a train is coming and then the light defaults back to Newman Springs Road which causes gridlock. She asked if a traffic pattern study has been done. Mrs. Dill asked about the status of an electronic sign board at the fire house. Councilman DeSalvo commented the cost could be approximately \$20,000. Mayor Anderson commented he has asked the Borough Attorney to research ordinances regarding digital sign placement. Councilwoman DerAsadourian commented she is researching data to determine if digital signs have an impact on safety. Mrs. Dill commented she would like to see more standardization of signs in town since the town does have a historical nature to it. Mrs. Dill asked for clarification on the hiring of part time officers. Councilwoman replied two special officers will be hired part time. Regarding road work, Mrs. Dill asked for clarification on how they are paid as well as the town fees. Mrs. Dill asked if Mr. Seaman, Chief Financial Officer will be attending meetings. Mayor Anderson explained Mr. Seaman used to attend council meetings as the Administrator, not the CFO. All monetary matters will be addressed prior to the matter reaching the dais. Mrs. Dill asked about the budget for recreation. Councilman DeSalvo explained that recreation's budget is self-sufficient. Mrs. Dill asked for clarification on the Shade Tree Commission's recent expenditure. Councilwoman Eulner explained the funds came from a grant as well as the Open Space Fund.

**Close the Floor to the Public**

Seeing no one else wishing to speak, Councilman DeSalvo motioned to close the floor to the public, seconded by Councilman Eddy, with ayes by all Councilmembers present.

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**Payment of the Bills**

Councilman Eddy motioned to approve the bill list in the amount of \$177,524, seconded by Councilman DeSalvo, and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilbert and Gilmartin  
Nays: None  
Abstain: None

**Adjourn**

Councilman Eddy motioned to adjourn the meeting at 7:52pm, seconded by Councilwoman Eulner, with ayes by all Councilmembers present.