

BOROUGH OF KEYPORT

WORKSHOP MEETING MINUTES TUESDAY, JULY 11, 2023 – 7:00 P.M.

CALL TO ORDER: 7:00 PM by Mayor Araneo

SUNSHINE LAW NOTICE: Read by Municipal Clerk

Minutes of the Workshop Meeting of the Mayor and Council, Borough of Keyport, held on the above date in Borough Hall Council Chambers, Keyport, NJ, pursuant to the Annual Notice on file with the Borough Clerk forwarded to the Asbury Park Press, and Newark Star Ledger and posted on the Bulletin Board in accordance with the Open Public Meetings Act, P.L.1975, c.231.

ROLL CALL:

Members present: Councilmember Reilly, Councilmember Vecchio, Councilmember McNamara,
Council President Davidson, Mayor Araneo

Absent: Councilmember Demarest, Councilmember Peperoni

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Mayor Araneo dedicated the remembrance for the deceased firefighters from the Port Newark cargo ship fire.

PUBLIC HEARING

FY2024 Community Development Block Grant (CDBG) application submission to the Monmouth County Office of Community Development – Beach Park Improvements

Trevor Taylor of CME provided a summary of the improvement project which proposes to replace the existing pavilion, improve ADA accessibility, and add a walkway from the pavilion to the sidewalk. The cost estimate is \$225,000 and includes a gazebo, the foundation, a concrete pad and sidewalk, as well as picnic tables for inside the pavilion.

Mayor Araneo asked if the walkway is going to be where the shell path is.

Trevor Taylor said there is a shell walkway now from the play area to the gazebo and we are proposing to replace that with concrete and also to provide additional sidewalk from the sidewalk on First Street.

Mayor Araneo asked if the gazebo will be similar to the one in Waterfront Park.

Borough Administrator Kim Humphrey said it will be a pavilion with open sides and no step up or railings, a flat surface.

Councilmember Reilly asked how many picnic tables will fit.

Trevor Taylor said we are proposing four tables. We could do a couple extra if you wanted to, but for the grant application we are proposing four. They are removable.

Councilmember Vecchio asked, if the grant is obtained, how long of a process it will be and what is the start time.

Trevor Taylor said typically the grants are awarded toward the end of the calendar year, there are usually presentations in September and then they are voted on. The awards come out toward the end of the year so it will be a 2024 project.

Councilmember Vecchio asked how long does a pavilion usually take.

Trevor Taylor said it's usually a prefab structure so anywhere from three to four months once it's ordered. We would put it out for bid for construction, it would get ordered so you're probably looking at a six to eight month timeframe. CDBG money has to be spent within one year. I can always request extensions but it is a one-year expenditure period.

Councilmember Reilly asked if this is separate from the grant that NPP is doing. Mr. Taylor said yes. Kim Humphrey said it will tie in together to complete the project.

Mayor Araneo asked Mr. Taylor to go through the pathway again.

Trevor Taylor explained we would be installing a new concrete sidewalk from the play structure to the pavilion and then from the pavilion out to the existing sidewalk on First Street.

Councilmember McNamara asked if there will be any lighting in the gazebo. Mr. Taylor said he is proposing electric service to be tied to the existing service at the boat ramp structure for lighting and cameras or a security system.

Council President Davidson asked about the material for the pathway. Mr. Taylor said it is concrete which is usually best for maintenance purposes.

Councilmember McNamara asked if it is a match grant and Mr. Taylor said it was not.

Trevor Taylor said we also did include some landscaping and restoration.

The Meeting was opened to the public for comments on the submission of the CDBG application.

Opened: 7:11 PM Motion by Davidson, Carried by McNamara. Ayes by all present.

John Merla, 34 Broad Street – said there has been vandalism in the park. We should look into securing the area with cameras.

Mike Coughlin, 12 First Street – asked to see Mr. Taylor’s plan and for an explanation, which Mr. Taylor provided. Mr. Taylor explained that proposed layout of the improvement project again. Mr. Coughlin proposed the park have a closing time.

Mayor Araneo stated we are working on an ordinance for overnights in the parks being prohibited.

Michael Lane, 51 First Street – questioned the Affidavit of Publication being certified from Wisconsin and questioned whether the Public Hearing was properly noticed. He asked if we are working with NPP on the project and also if any neighbors will be involved in the plan. He asked about compliance with the flood damage prevention ordinance and whether the structure will be certified by our flood plain manager before it is constructed. He asked if the picnic tables will be anchored.

Carol Goodhue, 16 First Street – thanked everybody for putting forth this grant to make the area beautiful. She put together a handout of proposed concepts to be considered which was distributed to the governing body members and she spoke to the contents.

Anne Marie Reedy, 42 First Street – feels that the playground is not adequate enough. She said it’s used a lot and kids wait turns for two swings. She would like to see less sand around the play area and more rubber. She said a lot of sand gets onto the sidewalk and asked if a retaining wall will be installed.

Jack Straub, 235 Main Street – said this is the time to address some of the parking spaces because they are all the long spaces for trailers. Maybe it’s a good opportunity put some trailers where the museum used to be.

Elmer J. Graham, Jr., 22 St. Peters Place – thinks the project is pretty good. He asked if consideration was given to install a water sprinkler system for the kids to cool off as they play. Mayor Araneo replied that it is not part of the plan.

Michael Lane – said he has heard input from the residents adjacent to the park and is concerned about how they would get involved with the NPP process. Mayor Araneo said the NPP meetings are public and anybody can attend. Mr. Lane asked about having one or two neighbors on the NPP Committee.

Closed: 7:34 PM Motion by Davidson, Carried by McNamara. Ayes by all present.

EXECUTIVE SESSION

Resolution #2023-208 read by Borough Attorney.

R2023-208 Authorizing a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12 for the following item(s): Contract Negotiations, attorney client privilege regarding brownfield sites

RESOLUTION #2023-208

**RESOLUTION OF THE BOROUGH OF KEYPORT,
COUNTY OF MONMOUTH, NEW JERSEY AUTHORIZING
A MEETING NOT OPEN TO THE PUBLIC IN
ACCORDANCE WITH THE PROVISIONS OF THE NEW
JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.**

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”), a public body corporate and politic of the State of New Jersey, is subject to certain requirements of the Open Public Meetings Act, *N.J.S.A. 10:4-6, et seq.* (the “**Act**”), and

WHEREAS, *N.J.S.A. 10:4-12* provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by resolution; and

WHEREAS, it is necessary for the Borough to discuss, in a session not open to the public, attorney-client privileged matters related to contract negotiations pursuant to *N.J.S.A. 10:4-12b (7)*.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Mayor and Council assembled in public session on July 11, 2023 and determined that an Executive Session closed to the public shall be held on July 11, 2023 at approximately 7:00 P.M. at the Borough Hall located at 70 West Front Street, Keyport, New Jersey, for the discussion of matters relating to the specific items designated above.
3. This resolution will take effect immediately.

Motion to go into Closed Session at 7:35 PM

Moved by Davidson, Carried by Reilly. Ayes by all present.

Council reconvened to Open Session at 8:42 PM.

WORKSHOP ITEMS FOR DISCUSSION

1. Workshop Meeting Agenda
Workshop meetings are a time to get together and review a topic, and get momentum going into the next meeting.
2. Communication/Dissemination of Information
Council President Davidson – Asked for clarity in councilmember and liaison roles and information members are supposed to be getting. Expressed feeling that there’s a void of communication being sent out to councilmembers. Should have knowledge and general information about the borough. There are times members don’t have good responses or incorrect information. Clarification would be helpful. The Borough Administrator suggested holding a liaison meeting.

Councilmember McNamara recalled being copied on everything as Council President, previously.

Council President Davidson reiterated that the councilmember role needs to be clarified.

3. Tattoo Ordinance

The purpose of the ordinance is to add permanent makeup tattoos. The Borough Attorney prepared a red line copy to add certain verbiage to the existing ordinance.

4. Community Garden Ordinance

Councilmember McNamara commented about: the plot size; the current charge, \$25, and a senior discount; making sure the term is March through February; and compost and NJ DEP exclusion for community gardens, exemption No. 2.

Borough Administrator said plots should be processed through the Borough so it should be offset with a small fee, to cover liability insurance for example.

Councilmember Reilly asked if it should be March to March.

Councilmember McNamara noted that, generally, a member in good standing gets to stay in their plot. Some neighboring municipalities allow non-residents if there is availability. Currently the term is March to February and there are 30 plots.

Council President Davidson asked the Borough Administrator about the cost to the borough, to which she replied that \$40 would be safe but needs to conduct further research.

Councilmember McNamara suggested using very specific language about composting.

5. DPW Lease

A lease agreement is drafted for discussion in Executive Session. The current lease expires July 31st but after meeting with the property owners they've offered to extend the lease. The draft lease would include language to get out of the lease early. A resolution for adoption should be on the next meeting agenda but council will meet in Executive Session first to review the terms.

PAYMENT OF BILLS

R2023-209 Payment of Bills Listed on the June 30, 2023 Bills List

R2023-210 Payment of Bills Listed on the July 11, 2023 Bills List

Motion to approve resolutions **R2023-209 through R2023-210.**

MM: Reilly 2nd: Vecchio

Roll Call: Ayes: Reilly, Vecchio, McNamara, Davidson

Nays:

Absent: Demarest, Peperoni

Abstain:

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments.

Opened: 9:17 PM Motion by Davidson, Carried by Reilly. Ayes by all present.

Andrew Kelsey, 29 St. Peters Place – Asked why there is a limit on the number of tattoo licenses.

John Merla, 34 Broad Street – Under the community garden ordinance, asked who will maintain the perimeter of the garden; who pays for the water, is it metered, and how much is used. Asked if there is any update on NJ stormwater assistance grant, which the Borough Administrator confirmed the Borough received the grant. Commented that the sidewalks at the corner of Walnut Street and First Street are still in bad shape and hopes that no Certificates of Occupancy

are being issued until the sidewalks are cleaned up. Asked about the Broad Street project and outstanding punch list; 79 Broad Street is starting to sink and the County performed work but there's a 3 inch sink and the County should investigate because of their involvement. Commented on decorative lighting on Maple Place by St. Joe's and by Days Funeral Home, which were funded by an NPP grant, since those lights have been out for the last four months. Noted the decorative pole that was hit on May Street was replaced with delineator but needs to be looked at, and the Borough Administrator replied that it's an insurance claim. Thanked Mayor Araneo for fixing the pot holes on Division Street. Asked if there is an update on the dumpster ordinance. Urged better enforcement of no-parking on sidewalks, and Chief Torres noted this is being worked on. Commented that in 2023 the Borough tried to close the municipal pier at 10pm but Green Acres said the Borough must keep it open 24-hours, to which the Mayor responded that this is being discussed.

Donna Purcell, 393 Maple Place – Commented on the tattoo ordinance and noted she has received numerous inquiries and suggested adding language only for permanent makeup.

Michael Lane, 51 First Street – Requested the next workshop meeting include an update to the land use ordinance and parking. Wants consideration of nuisance flooding and utility poles wrapped with abandoned cables. He commented regarding DPW previously proposed buildings and nothing came of it; asked for status report otherwise things fade away.

Elmer J. Graham Jr., 22 St. Peters Place – Commented that workshop meetings are an excellent idea and thinks the meetings should be televised on zoom and cable TV. Noted cracks in the sidewalks and called for improvements.

Caly Gallopo, 139 Third Street – Asked whether there are any updates on cannabis, to which the Mayor replied that are no updates.

Closed: 9:38 PM Motion by Davidson, Carried by Reilly. Ayes by all present.

ADJOURNMENT

Motion to Adjourn

MM: Reilly 2nd: Davidson Ayes: all present Nays:

Time of Adjournment: 9:38 PM