

Executive Session Minutes
February 5, 2020

PRESENT: Mayor Menna and Council members Yassin, Triggiano, Ballard, Yngstrom and Zipprich.
ALSO PRESENT: Borough Clerk Borghi, Administrator Shehady and Attorney Cannon.

Topics to be discussed:

- Contract Negotiations – Endeavour Provisions & Health/VNA
- Property Acquisition – Redevelopment Agency
- Personnel – Land Use

Contract Negotiation

Endeavour Provisions – Administrator Shehady he had forwarded the Council’s response that the offer made was not acceptable. He said they had countered with another offer that he felt was not a significant change. In addition, he noted, he had met with the Police Chief, Public Works Director and Parking Manager. He said they were in favor of using the property for municipal purposes.

The Council consensus was to retain the property for municipal purposes. The Attorney said he would prepare a resolution to formalize the decision.

Monmouth County Regional Health Commission/VNA contracts – Councilman Yassin reported that there had been a meeting with representatives from the Monmouth County Health Department where they had made a presentation of the services they could offer the Borough. He said the matter was presented to the Red Bank Board of Health and the members had been unanimously in favor of changing the Health Service provider as the County could provide more services at half the cost.

The Council consensus as to move forward with terminating the Monmouth County Regional Health Commission contract by resolution at the next meeting.

Property Acquisition

Ken DeRoberts (Consultant to Red Bank Redevelopment Agency), Mark Lescavage of Maser Consulting and Janet Pini of DMR Architects joined the meeting.

Mr. DeRoberts noted that the Redevelopment Agency had authorized a Threshold Analysis to identify areas in need of rehabilitation/redevelopment. He said they had also been working on the Municipal Facilities Project. He said Maser Consulting had undertaken a site review analysis and DMR Architects had been studying the Borough’s space needs. He said the first step was site selection and then they would move toward concept drawings. He said three facilities were being reviewed which were 1) a municipal building, 2) the DPW facility and 3) a community center that would house Recreation and the Senior Center. He said the Redevelopment Agency had made a recommendation for items 2 and 3 but felt item 1 would need further review.

Councilman Ballard asked if the Recycling Center had been considered for incorporation into the DPW facility.

Mr. DeRoberts said it had.

Mr. Lescavage reviewed the work done by his firm and by DMR to determine square footage needs of the Borough. He discussed various properties that had been looked at and how they had been prioritized. He reviewed the specific recommendations for each of the facilities.

DPW – Mr. Lescavage reviewed the existing facility and the existence of the water treatment facility on site. He said the suggestion was to expand the facility to an adjacent lot. He reviewed the specifics of the recommendation including proposed changes to the site.

There was a discussion regarding possible remediation issues with the adjacent lot.

Community Center—Mr. Lescavage said they were recommending a property located at Count Basie Field that was currently under Borough control. He said a main benefit to the property was there would be no acquisition costs.

A discussion followed on the size of the proposed facility.

Mr. DeRoberts said both properties were recommended by the Redevelopment Agency and said the next step would be to authorize appraisals.

A discussion followed on the potential sale of existing municipal properties.

Mr. DeRoberts, Mr. Lescavage and Ms. Pini left the meeting.

Personnel

Administrator Shehady said they would be speaking in general terms only as no employee had been issued a Rice Note. He said there was a pending retirement in Planning & Zoning and said the Council should discuss a strategy on how the position should be filled or if the Department should be restructured. He noted the current Director was a Planner. He reviewed options for filling the position including hiring another Planner, hiring an Engineer or contracting out. He suggested the Director could over see an umbrella department that would cover Code Enforcement and Building. He said this would take Code Enforcement out of the Fire Marshal's Office where it was not a good fit. He said the operation was not as efficient as it could be. He said the departments could also share administrative staff. He said his recommendation was to hire an Engineer.

A discussion followed on the options. It was the Council consensus that the Borough should try to fill the position with an Engineer.

Respectfully submitted,
Pamela Borghi