



MINUTES

Township Committee Meeting

7:30 PM - Tuesday, May 12, 2020
via Zoom

The Committee Meeting of the Township of Holmdel was called to order on Tuesday, May 12, 2020, at 7:30 PM, via Zoom, with the following members present:

COMMITTEE PRESENT: Committeeman Gregory Buontempo
Deputy Mayor Cathy Weber
Committeeman Thomas Critelli
Committeeman Prakash Santhana

STAFF PRESENT: Administrator Cherron Rountree
Township Attorney Michael Collins
Township Clerk/Registrar Wendy Patrovich
Acting CFO Bill Antonides

- **ANNOUNCEMENT OF MEETING (OPEN PUBLIC MEETINGS ACT NOTICE)**
 - I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press and Two River Times, posted on the bulletin board in Township Hall and filed in the Township Clerk's Office on May 7, 2020.

- **ROLL CALL**
 - Gregory Buontempo, Mayor
Cathy Weber, Deputy Mayor
Tom Critelli, Committeeman
Rocco Pascucci, Committeeman
Prakash Santhana, Committeeman

- **7:30 PM PUBLIC SESSION - REMOTE MEETING**

- **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

- **APPROVAL OF MINUTES**
 - Mayor Buontempo requested a motion to approve the minutes for March 10th executive and public sessions, April 14th public session and April 28th public

session.

- March 10, 2020 Executive and Public Sessions
April 14, 2020 Public Session
April 28, 2020 Public Session

RESULT:	CARRIED.
MOVER:	Cathy Weber
SECONDER:	Prakash Santhana
AYES:	Gregory Buontempo, Cathy Weber, Thomas Critelli, and Prakash Santhana
ABSENT:	Rocco Pascucci

○ **PUBLIC COMMENT- AGENDA ITEMS ONLY**

Members of the public are invited to provide comments up to three (3) minutes in duration on agenda items only. Commenters are asked to state his or her full name and address for the record before entering comments.

- Chris Briamonte, Falcon Ridge Circle- Mr. Briamonte asked how much the Township has spent on the Library since it was moved to Bell Works. CFO Bill Antonides stated that there were two bonds issued that the Township is paying debt service on. Mr. Briamonte said the Township residents were lead to believe the Library would be built at no expense to the residents. Township Attorney Michael Collins stated that there were Bond Ordinances adopted with proper public notice and a public hearing.

Shawn McDermott, Riverside Lane- Mr. McDermott stated that with the uncertainty of the Covid-19 crisis it would be fiscally irresponsible to spend money on Library improvements instead of paying down the debt on it. Deputy Mayor Weber stated that she reached out to the Library foundation and said that they are unable to use fundraised money to pay down debt service and must use the money to pay for improvements. Mr. McDermott stated that he doesn't believe that video equipment in the library is a wise investment.

Barbara Singer, Deerfield Lane- Ms. Singer stated that the public was told the Library wouldn't cost the Tax Payers anything, and asked what the Township is going to do to fulfill that promise. Mayor Buontempo stated that although bonds were issued the Township has not raised taxes since then.

○ **CONSENT AGENDA**

Resolutions 2020-156- to 2020-162 All matters listed under the Consent Agenda are considered routine by the Township Committee and will be adopted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired of any item by a member of the Township Committee, the item will be considered separately.

- Bills Payable #1
[2020-156](#)
- Bills Payable #2
[2020-157](#)
- Recreation Refunds

[2020-158](#)

- Refund Overpayment of Taxes Due to Tax Court of New Jersey Judgements

[2020-159](#)

- Canceling General Capital Improvement Authorizations

[2020-160](#)

- Resolution Authorizing the Township Engineer to Provide Services Relating to Crawfords Corner Road - Phase 5 Improvements

[2020-161](#)

- Requesting and Accepting Equipment Donations for the Completion of the Holmdel Library and Learning Center Project

[2020-162](#)

- Mayor Buontempo requested a motion to adopt resolutions 2020-156 through 2020-162. Committeeman Critelli requested to pull resolution 2020-162. Township Clerk Wendy Patrovich requested a motion to adopt 2020-156 through 2020-161.

RESULT:	CARRIED.
MOVER:	Thomas Critelli
SECONDER:	Cathy Weber
AYES:	Gregory Buontempo, Cathy Weber, Thomas Critelli, and Prakash Santhana
ABSENT:	Rocco Pascucci

- Deputy Mayor Weber voted affirmatively with a note referring to her recusal placed on the record at the February 11, 2020 Township Committee meeting.
- With respect to Resolution 2020--162, Committeeman Critelli stated that the residents are concerned about the Library contributions and that they were told the Library construction would be at no cost to them. He said that with interest, the Township will pay \$212,000 for the Library bonds, and during a crisis with no budget in place, it doesn't make sense to request that the Library Foundation pay for improvement equipment. Mr. Critelli proposed an amendment to request that the Library Foundation fulfill the purported promise that the Library would be constructed at no cost to residents by donating all its monies to the Township for debt service. Deputy Mayor Weber stated that the Library Foundation cannot pay debt service with fund raised money, and that they can only pay for specific projects and enhancements. Committeeman Critelli changed his amendment to table the current resolution pending legal review of the Foundation's restrictions on donations. Committeeman Critelli's motion failed for lack of second. Deputy Mayor Cathy Weber requested a motion to adopt resolution 2020-162 without amendment, which was made by Committeeman Santhana.

RESULT:	CARRIED.
MOVER:	Cathy Weber
SECONDER:	Prakash Santhana
AYES:	Cathy Weber and Prakash Santhana
NAYS:	Thomas Critelli
ABSTAINED:	Gregory Buontempo
ABSENT:	Rocco Pascucci

○ **DEPARTMENTS**

- **Administrator**

- Administrator Rountree thanked the Public Works Department for their efforts at the large item drop off event and they filled nineteen dumpsters as opposed to the last event where they filled twelve. She also stated that the survey for the new fire house has been completed and the engineers and architects are moving forward with finalized plans.

- **Chief Financial Officer**

- CFO Antonides stated that the drop box is available outside Town Hall for tax and sewer payments, and that they are not accepting cash at this time.

- **PROFESSIONAL REPORTS**

- **Attorney**

- None.

- **Engineer**

- None.

- **BOARDS/COMMITTEES**

- Deputy Mayor Cathy Weber stated that she hopes to hold the first Traffic and Bike Safety Committee meeting via zoom in the next couple weeks. She also added that she asked the Administrator to suspend her pay as Committeewoman during the Covid-19 crisis.
Committeeman Santhana stated that the Finance Committee will be holding their first meeting via Zoom in the coming weeks.
Mayor Buontempo thanked the first responders and medical professionals at Bayshore Medical Center during the Covid-19 crisis. He also added that it is important that all residents complete the 2020 Census survey.

- **BUSINESS FROM THE COMMITTEE**

- **PUBLIC COMMENT**

Members of the public are invited to provide comments up to three (3) minutes in duration. Commenters are asked to state his or her full name and address for the record before entering comments.

- Karen Strickland, Heyward Hills Drive- Ms. Strickland asked what the Crawfords Corner Road project is. Administrator Rountree stated that the Township received a grant with the Department of Transportation to pave Crawfords Corner Road.
Chris Briamonte, Falcon Ridge Circle- Mr. Briamonte asked that Mayor Buontempo recant his statement regarding the payment of the library construction. Mayor Buontempo stated that campaign flyers are not made by him and that the entire Township Committee approved the bond ordinances

that paid for the library.

Shawn McDermott, Riverside Ave- Mr. McDermott stated that he agrees with the Deputy Mayor that the Library Foundation should be dissolved, and he asked that the Township Committee reconsider how they are allowing funds to be spent.

Jay Yanello, Ladwood Drive- Mr. Yanello said that the Library bond ordinances were done in the public and there is no need to question after they have been approved.

- **ADJOURNMENT**

- The meeting was adjourned by acclamation at 8:40 PM.

Township Clerk

BILLS PAYABLE RESOLUTION

WHEREAS, the Township of Holmdel has received certain claims against it by way of vouchers received during the period ending on May 12, 2020; and

WHEREAS, the Chief Financial Officer has certified that there is a sufficient budget appropriation amount to cover the payment of said claims; and

WHEREAS, certain claims contained herein may have been prepaid by the Chief Financial Officer pursuant to the authority contained in N.J.S.A. 40:5-17, Local Finance Notice 2019-02, and Holmdel Township Committee Resolution 2020-36, but remain subject to formal approval by the Township Committee.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on May 12, 2020 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims:

FUND DISTRIBUTION	0-01	CURRENT FUND	\$	214,742.62
FUND DISTRIBUTION	0-07	SEWER OPRATING	\$	5,935.11
FUND DISTRIBUTION	0-12		\$	324.77
FUND DISTRIBUITON	0-26	POOL OPERATING	\$	389.62
		YEAR TOTAL	\$	221,392.12
FUND DISTRIBUTION	C-04	GENERAL CAPT	\$	124,967.03
FUND DISTRIBUTION	G-02	STATE/FED GRANT	\$	150.00
FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$	18,382.81
FUND DISTRIBUTION	T-24	FAIR HOUSE TRUST	\$	2,145.65
		YEAR TOTAL	\$	20,528.46
		TTL OF ALL FUNDS	\$	367,037.61

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 12, 2020.

Wendy L Patrovich, RMC/CMR
Township Clerk

BILLS PAYABLE RESOLUTION # 2

WHEREAS, the Township of Holmdel has received certain claims against it by way of vouchers received during the period ending on May 12, 2020; and

WHEREAS, the Chief Financial Officer has certified that there is a sufficient budget appropriation amount to cover the payment of said claims; and

WHEREAS, certain claims contained herein may have been prepaid by the Chief Financial Officer pursuant to the authority contained in N.J.S.A. 40:5-17, Local Finance Notice 2019-02, and Holmdel Township Committee Resolution 2020-36, but remain subject to formal approval by the Township Committee.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on May 12, 2020 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims:

FUND DISTRIBUTION	0-01	CURRENT FUND	\$	8,119.19
		Total of All Funds:	\$	8,119.19

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 12, 2020.

Wendy L Patrovich, RMC/CMR
Township Clerk

2020-157

RESOLUTION REFUNDING RECREATION FEES

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the following Recreation Fees be returned:

Monica Gorycki ~ Refund Bayonet Farm SD	\$1,500.00
Goldy's Ice Cream ~ Refund Community Day fee	\$150.00
Anita Nicosia ~ Refund Community Day Fee	\$25.00
Marguerite Tyrech ~ Refund cooking classes	\$45.00

Refund the following swim club memberships:

Lauren Morris	\$585.00
Stephanie Berman	\$780.00
Susan Berman	\$185.00
Rachana Vora	\$585.00
Robin Coughlan	\$585.00
Peter Noble	\$185.00
Lena Davi	\$780.00
Joy Schafner	\$780.00
Lilaia DeFilippis	\$585.00

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 12, 2020.

Wendy L Patrovich, RMC/CMR
Township Clerk

Resolution Authorizing the Refund of Overpayment of Taxes

WHEREAS, Aqua Development Corp., Inc., owner of the properties listed below, appealed property tax assessments to the Tax Court of New Jersey for years 2015, 2016, 2017, 2018 and 2019, and;

WHEREAS, the Tax Court of New Jersey awarded judgment in favor of the owner as follows; and

Block	Lot	Qual	Total Refund 2105 - 2019
58.08	38	C0120	\$ 4,047.62
		C0121	\$ 3,253.02
		C0122	\$ 4,047.62
		C0123	\$ 3,253.02
		C0128	\$ 4,047.62
		C0129	\$ 3,253.02
		C0130	\$ 4,047.62
		C0131	\$ 3,253.02
		C0138	\$ 4,047.62
		C0139	\$ 3,253.02
		C0140	\$ 4,047.62
		C0141	\$ 3,253.02
Total Refund			\$43,803.84

WHEREAS, Acqua Development Corp., Inc. has requested a refund of the overpayment of taxes;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel, that the Tax Collector is hereby authorized to refund the overpayment of taxes to Acqua Development Corp., in the amount of \$43,803.84.

CERTIFICATION

I, Wendy L. Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 12, 2020.

Wendy L. Patrovich, RMC/CMR
Township Clerk

2020-159

**RESOLUTION TO CANCEL GENERAL CAPITAL
IMPROVEMENT AUTHORIZATIONS**

WHEREAS, certain General Capital Improvement Authorization balances remain dedicated to projects that are completed; and

WHEREAS, it is necessary to formally cancel these authorizations so that the unexpended balances may be credited to the proper accounts, and unused debt authorizations may be cancelled;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that the following unexpended and dedicated General Capital Improvement Authorizations be cancelled to Fund Balance:

Various Improvements (2006-16)	\$175,708.83
Various Improvements (2011-12)	619.96
Various Improvements (2013-04)	3,811.10

CERTIFICATION

I, Wendy L. Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 12, 2020.

Wendy L. Patrovich, RMC/CMR
Township Clerk

**TOWNSHIP OF HOLMDEL
COUNTY OF MONMOUTH**

**RESOLUTION AUTHORIZING THE TOWNSHIP ENGINEER TO PROVIDE
SERVICES RELATING TO CRAWFORDS CORNER ROAD – PHASE 5
IMPROVEMENTS**

WHEREAS, CME Associates is currently retained as Township Engineer to the Township of Holmdel; and

WHEREAS, there exists a need to obtain professional engineering and land surveying services for improvements to Crawfords Corner Road – Phase 5; and

WHEREAS, the road project is expected to be supported by a FY2020 NJDOT Municipal Aid Grant in the amount of \$180,000; and

WHEREAS, CME Associates has submitted the attached proposal, which is attached hereto and incorporated by reference, proposing to complete the foregoing tasks for a total fee of \$23,400; and

WHEREAS, the governing body wishes to have the Township Engineer complete the professional services outlined in the attached document, under the Township's current retainer of CME Associates; and

WHEREAS, the Chief Financial Officer has certified as to the sufficiency of funds in budget line account # C-04-19-009-000-901 (Ordinance 2019-09).

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby approves the attached proposal and directs the Township Engineer to proceed with same, consistent with the foregoing.

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 12, 2020.

Wendy L Patrovich, RMC/CMR
Township Clerk

2020-161

RESOLUTION

**TOWNSHIP OF HOLMDEL
COUNTY OF MONMOUTH**

**RESOLUTION REQUESTING AND ACCEPTING EQUIPMENT DONATIONS FOR
THE COMPLETION OF THE HOLMDEL LIBRARY AND LEARNING CENTER
PROJECT**

WHEREAS, the original architectural design the Holmdel Library and Learning Center included wall mounted video media equipment throughout the facility to be provided by the owner; and

WHEREAS, there were several reasons for this design including building a modern media center and affording the Township the opportunity to showcase the rich history of Holmdel; and

WHEREAS, the Township has obtained a quote for the purchase and installation of this equipment, which is estimated to cost \$77,500; and

WHEREAS, while the Township Committee is desirous of making these improvements and completing these elements of the facility, it does not currently have funding in the budget to support same; and

WHEREAS, the Holmdel Library Foundation, Inc. has provided donations to the Holmdel Library and Learning Center in the past.

WHEREAS, the Township Committee is “authorized and empowered to accept . . . gifts made to it and is empowered to utilize such . . . gifts . . . in the manner set forth in the conditions of the . . . gift,” provided it is consistent with state and federal law, pursuant to N.J.S.A. 40A:5-29.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby authorizes the Township Administrator to request and accept on behalf of the Township the foregoing equipment and installation from the Holmdel Library Foundation, Inc.

BE IT FURTHER RESOLVED that the Township Committee of the Township of Holmdel hereby authorizes the administrative agents of the Township to take any steps necessary to facilitate said installation and acceptance.

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 12, 2020.

2020-162

Wendy L Patrovich, RMC/CMR
Township Clerk

2020-162