

**AGENDA  
LONG BRANCH SEWERAGE AUTHORITY  
Regular Meeting**

**January 20, 2016**

- I. Opening of meeting at \_\_\_\_\_ p.m. by \_\_\_\_\_
- II. Notation of attendance

| <b>Name</b>        | <b>Position</b>         | <b>In</b> | <b>Out</b> |
|--------------------|-------------------------|-----------|------------|
| L. Frank Blaisdell | Chairman                |           |            |
| Thomas George      | Vice-Chairman           |           |            |
| David Brown        | Secretary               |           |            |
| Michael Booth      | Treasurer               |           |            |
| James Mazza        | Asst. Secretary/ Treas. |           |            |
| Joseph Martone     | Executive Director      |           |            |
| David Kaplan       | Auditor                 |           |            |
| John L. Bonello    | Counsel                 |           |            |
| John Van Dorpe     | Engineer                |           |            |
| Laurie Hartnett    | PCC Officer             |           |            |
| Thomas Roguski     | Staff Engineer          |           |            |
| Liz Vieira         | Secretary               |           |            |

- III. Announcement by presiding officer, pursuant to New Jersey Open Public Meetings Act, that

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2015, has been provided by publication thereof in the *Link* on March 19, 2015, as a “legal” advertisement and in the *Asbury Park Press* on March 14, 2015, as a “legal” advertisement and by forwarding duplicates thereof on February 20, 2015, to the Clerks of the City of Long Branch, Borough of West Long Branch and Borough of Monmouth Beach for filing in their respective offices and for posting in a public place in each such Municipality.

IV. Public Participation

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that this item of the Agenda be closed.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

V. As to Minutes of the Regular Meeting of December 16, 2015

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, December 16, 2015, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

VI. As to Minutes of the Executive Session held on December 16, 2015, if any

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Executive Session held on December 16, 2015, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

VII. Correspondence

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, as to items to be received and filed.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

**LIST OF CORRESPONDENCE FOR REGULAR MEETING  
LONG BRANCH SEWERAGE AUTHORITY**

**January 20, 2016**

- 1) Copy of letter received 12/16/15 from Robert Charshafian to Mayor Adam Schneider re: Sea Verge Apartments manhole backups.
- 2) Copy of letter dated 12/17/15 from Thomas Roguski to Robert Charshafian, re: Sea Verge Apartments
- 3) Copy of letter dated 12/17/15 from Thomas Roguski to William E. Fitzgerald, re: Monmouth University / Stadium Replacement / Expansion at Kessler Field
- 4) Letter dated 12/16/15 received 12/21/15 from Comcast, re: new increase on the next bill for Comcast voice service
- 5) Letter dated 12/18/15 received 12/21/15 from NJUAJIF, re: 2016 Budgets
- 6) Certified letter dated 12/16/15 received 12/21/15 from Rosenberg, Kirby, Cahill, Stankowitz & Richardson attorneys at law, re: Maribeth Gardner v. Monmouth County Park System, et al.
- 7) Letter dated 12/16/15 received 12/21/15 from State of NJDEP, re: Cancellation of Retirement for Joseph Martone
- 8) OPRA request received 12/21/15 from Mr. Vincent Lepore, re: produce years of employment of M. Thornton up to date of retirement on 10/09/15
- 9) Letter dated 12/21/15 received 12/21/15 from Waters, McPherson, McNeill, re: Professional Appointment documents for the bond counsel attorney
- 10) Email received 12/16/15 received from Brown and Brown, re: insurance proposal for 2016
- 11) Copy of letter received 12/28/15 from Robert Charshafian to Adam Schneider, re: the pipe repair made to Sea Verge Apartments manhole backups.
- 12) Memorandum received 12/29/15 from Municipal Excess Liability Joint Ins. Fund, re: Claims Sweep Reports
- 13) Letter dated 12/29/15 received 01/04/16 from Leon S. Avakian, re: Improvements to Brighton Avenue

- 14) Letter received 01/04/16 dated 01/04/16 from NJDEP, Re: notice that the FY2016 Annual Fee Report and Assessment of Fees is now available on the web site
- 15) Letter dated 01/04/16 received 01/04/16 from Maser Consulting, re: Response to Request for Proposal for 2016
- 16) Letter dated 01/05/16 received 01/06/16 from NJUAJIF, re: NJUAJIF reorganization meeting January 27 at 10:30
- 17) Certified Letter dated 01/04/16 received 01/07/16 from State of NJDEP, re: WPP PT Results due to OQA
- 18) Emailed copy received 01/07/16 from Cathleen at Perma, re: LAS Complaint / Court Case Antitrust Class Action
- 19) Email received 1/11/16 from Cathleen at Prema, re: NJUAJIF 2016 Ballot
- 20) Letter dated 01/05/16 received 01/11/16 from Law Office Apruzzese, McDermott, Mastro & Murphy, re: Professional Labor Counsel Appointment
- 21) Letter dated 01/07/16 received 01/11/16 from Manna & Bonello, re: Professional Appointment for 2016
- 22) OPRA request dated 01/13/16 received 01/13/16 from Mr. Lepore, re: Attendance records for all board members
- 23) OPRA request dated 01/13/16 received 01/13/16 from Mr. Lepore, re: Commissioner Thornton record of the years of service
- ACTION** 24) Letter dated 01/14/16 received 01/14/16 from the Authority's engineer Mr. Roguski, re: New application for TDB Associates Inc./ Marine Terrace Development Marine Terrace in Vicinity of Ocean Terrace / Block 301 Lot 4&7 (9 proposed units less 1 existing unit)
- 25) Letter received 1/19/16 from State of NJDEP, re: obligation to comply with the Community Right to Know and the Emergency Planning and Community Right to Know Act
- ACTION** 26) Letter dated 01/19/16 received 01/19/16 from the Authority's engineer Mr. Roguski, re: New application for Mark Built Properties at Long Branch LLC. / for Ocean Blvd between North Bath and Pavilion Ave / Block 216 Lot 9, 10 & 25 (57 proposed units less 2 existing units)

VIII. Report of Executive Director for December 2015

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the same, as prepared and submitted, is approved and ordered received and filed and made a part of the Minutes of this Meeting

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

IX. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of December 2015

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of December 2015 prepared and submitted by the Executive Director for approval, is found regular and payment of each and all thereof, be, and it is, hereby, authorized to be made out of funds of Authority as the same are, or may become, available for such purpose.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since December 16, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that all actions taken and dispositions made by Authority Counsel, of and with regard and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since December 16, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that all actions taken by Authority Auditor, of and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

XII. As to Insurance Committee

1. Report, if any
2. Action, if any

XIII. Report, if any, by Investment Committee

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Investments be approved and made.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

XIV. Transfers, if any

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the List of Transfers, as submitted, is approved, ordered, received and filed and made a part of the Minutes of this Meeting.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

XV. Old Business

A. Engineer's Report on Redevelopment Projects

1. Report, if any
2. Action, if any

B. Future Capital Improvement Program

1. Report, if any
2. Action, if any

Fence & Gates

1. Report, if any
2. Action, if any

Flood Barriers

1. Report, if any
2. Action, if any

Collection Systems Rehabilitation

1. Report, if any
2. Action, if any

C. F.E.M.A.

1. Report, if any
2. Action, if any

XVI. New Business

XVII. Miscellaneous Suggestions for Good of Authority

XVIII. Adjournment at \_\_\_\_\_ o'clock p.m.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that  
the meeting be adjourned.

|           |       |         |        |       |
|-----------|-------|---------|--------|-------|
| Blaisdell | Booth | Brown   | George | Mazza |
| AYES      | NAYS  | ABSTAIN | ABSENT |       |

## RESOLUTION

\_\_\_\_\_ offered the following Resolution and moved its adoption; seconded by  
\_\_\_\_\_

**WHEREAS**, TDB Associates Inc./ Marine Terrace Development has applied for sewer connection for Marine Terrace in Vicinity of Ocean Terrace, for eight (8) new equivalent units (9 proposed units less 1 existing unit) known as Block 301, Lot 4 & 7, and

**WHEREAS**, the application was accompanied by the necessary plans and specification, and

**WHEREAS**, the Long Branch Sewerage Authority Staff Engineer, Tom Roguski, has reviewed the plans and specifications and has recommended that the application be conditionally approved in his letter dated January 14, 2016, attached hereto and made a part hereof, and

**WHEREAS**, there is adequate capacity to service the request, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the application of TDB Associates Inc. for connection to the sewerage system be and the same is hereby approved conditionally as per the letter of the Authority Staff Engineer dated January 14, 2016 and upon the payment of all requisite fees, including but not limited to 50% of the total connection fee due prior to issuance of the City of Long Branch Building Permit and the remaining 50% due prior to issuance of any Certificate of Occupancy.

### ROLL CALL:

Mr. Blaisdell -  
Mr. George -  
Mr. Booth -  
Mr. Brown -  
Mr. Mazza -

Date: January 20, 2016  
R1.1-16  
Exhibit A



## RESOLUTION

\_\_\_\_\_ offered the following Resolution and moved its adoption; seconded by \_\_\_\_\_

**WHEREAS**, Mark Built Properties at Long Branch LLC. has applied for sewer connection for Ocean Blvd between North Bath and Pavilion Avenues, for fifty-five (55) new equivalent units (57 proposed units less 2 existing units) known as Block 216, Lot 9,10 & 25, and

**WHEREAS**, the application was accompanied by the necessary plans and specification, and

**WHEREAS**, the Long Branch Sewerage Authority Staff Engineer, Tom Roguski, has reviewed the plans and specifications and has recommended that the application be conditionally approved in his letter dated January 19, 2016, attached hereto and made a part hereof, and

**WHEREAS**, there is adequate capacity to service the request, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the application of Mark Built Properties at Long Branch LLC. for connection to the sewerage system be and the same is hereby approved conditionally as per the letter of the Authority Staff Engineer dated January 19, 2016 and upon the payment of all requisite fees, including but not limited to 50% of the total connection fee due prior to issuance of the City of Long Branch Building Permit and the remaining 50% due prior to issuance of any Certificate of Occupancy.

### ROLL CALL:

Mr. Blaisdell -  
Mr. George -  
Mr. Booth -  
Mr. Brown -  
Mr. Mazza -

Date: January 20, 2016

R2.1-16

Exhibit B

**RESOLUTION**

\_\_\_\_\_ offered the following Resolution and moved its adoption; seconded  
by \_\_\_\_\_

**WHEREAS**, the Long Branch Sewerage Authority (hereinafter "the Authority") needs to prepare Bid Specifications for the repair and replacement of the Inlet Building Roof, which is approximately 72 years old, and

**WHEREAS**, the Authority requires specifications be written for the solicitation of bids, and

**NOW, THEREFORE BE IT RESOLVED** by the Long Branch Sewerage Authority that the Authority's director Joseph Martone is hereby authorized to prepare Bid Specifications, Advertise, and Bid Roof Repair and Replacement Contract.

ROLL CALL:

- Mr. Blaisdell -
- Mr. George -
- Mr. Brown -
- Mr. Booth -
- Mr. Mazza -

Date: January 20, 2016  
R3.1-16

**RESOLUTION**

\_\_\_\_\_ offered the following Resolution and moved its adoption; seconded  
by \_\_\_\_\_

**WHEREAS**, the Long Branch Sewerage Authority (hereinafter "the Authority") needs to prepare Bid Specifications for the replacement of Odorcarb Media in the Authority's air scrubbers located at various locations within the treatment facility, and

**WHEREAS**, the Authority requires specifications be written for the solicitation of bids, and

**NOW, THEREFORE BE IT RESOLVED** by the Long Branch Sewerage Authority that the Authority's director Joseph Martone is hereby authorized to prepare Bid Specifications, Advertise, and Bid Odorcarb Media Contract.

ROLL CALL:

- Mr. Blaisdell -
- Mr. George -
- Mr. Brown -
- Mr. Booth -
- Mr. Mazza -

Date: January 20, 2016  
R4.1-16

**RESOLUTION**

\_\_\_\_\_ offered the following Resolution and moved its adoption;  
seconded by \_\_\_\_\_

**WHEREAS**, the Long Branch Sewerage Authority is in need of flood insurance,  
and

**WHEREAS**, the Authority wishes to renew the contract for flood insurance with  
Selective Insurance and,

**WHEREAS**, Selective Insurance has submitted premiums in the amount of  
\$43,923.00 and,

**WHEREAS**, funds are available for this purpose, and

**NOW, THEREFORE BE IT RESOLVED** by the Long Branch Sewerage  
Authority,

1. That the premiums for flood insurance by Selective Insurance are hereby  
approved in the amount of \$43,923.00

2. That the Executive Director and Authority Chairman be authorized to sign any  
documents necessary to execute such an Agreement.

**ROLL CALL:**

Mr. Blaisdell -  
Mr. George -  
Mr. Brown -  
Mr. Booth -  
Mr. Mazza -

Date: January 20, 2016  
R5.1-16

## RESOLUTION

Mr. \_\_\_\_\_ offered the following Resolution and moved its adoption; seconded by Mr. \_\_\_\_\_.

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in various circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist,

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority as follows:

1. The Public shall be excluded from discussion and action upon the hereinafter subject matters.
2. The general nature of the subject matter to be discussed is as follows:
3. It is anticipated at this time that the above-stated subject matters will be made public when the matters are resolved.
4. This Resolution shall take effect immediately.

### ROLL CALL:

|               |   |
|---------------|---|
| Mr. Blaisdell | - |
| Mr. Booth     | - |
| Mr. Brown     | - |
| Mr. George    | - |
| Mr. Mazza     | - |

Date:  
ResExSess