

A Work Session of the Borough Council of the Borough of Avalon was held on Wednesday, January 10, 2018 at 4:04 p.m. in the Meeting Room, 3100 Dune Drive, Avalon, New Jersey.

Attendance: Public ----- 5

Reporters ----- 2

The Meeting was called to order by Council President McCorristin.

Pledge of allegiance.

<u>Roll call:</u>	Council President McCorristin	Present
	Councilman Covington	Present
	Councilman Dean	Absent
	Council Vice President Deever	Present
	Councilwoman Hudanich	Present

Also present:

- Scott Wahl, Business Administrator
- James Waldron, Assistant Business Administrator
- Stephen D. Barse, Esquire, Borough Solicitor
- William Macomber, Director of Public Works/Utilities
- Paul E. Short, Sr., Code Enforcement Officer
- Thomas R. Thornton, P.E., Borough Engineer, Mott Macdonald
- Scott Taylor, Taylor Design Group
- Jeffrey R. Christopher, Police Captain
- Dr. Brian Reynolds, Chairperson, Environmental Commission
- Dr. Edward Mahaney, Mahaney Consulting Group

Council President McCorristin read the Open Public Meetings Act Announcement.

Notice of this Work Session was included in the Annual Schedule of Meetings dated June 28, 2017. It was given to the news media and posted on the Official Bulletin Board as required by law.

Discussion regarding proposals for Surfside Park Project from Mott MacDonald and Taylor Design Group.

Scott Wahl explained these proposals are for the redevelopment of the playground area adjacent to Avalon Community Hall on the north side that would include the current playground area the skateboard park. An application was made to the Cape May County Open Space Board for funding for the project, which was granted for just under \$2 million dollars. In order to facilitate this project and move forward, professional guidance and expertise from Scott Taylor from Taylor Design Group and Tom Thornton from Mott MacDonald are needed. The anticipated schedule for this project would be to have most of the design development for the park completed by May of 2018, the advertisement of bids in July, bids received in August, and potentially award the contract in September with construction beginning in September of 2018 with completion of the project by Memorial Day Weekend of 2019.

Scott Taylor reported this project includes a raised restroom building at the boardwalk elevation, play areas, open lawn for events, and a considerable amount of amenities and other features. The primary goal for this project is to create a central hub of civic activity within the community to support year round residents as well as seasonal visitors. It is proposed to execute this project in a similar fashion to Veteran’s Plaza and 39th Street. Taylor Design Group will focus on the conceptual design of decorative pavements, lighting fixtures, and speakers, the architectural design of the building interior and exterior, the geo-tech and structural design for the building, mechanical design, and plumbing design. Updates will be provided to Council as the project moves forward. Considerable efforts will be made in the design phase to ensure an attractive and durable park with exciting features for a variety of age groups. The project plans include separate changing rooms, a children’s play environment including rubberized surfacing and shade structures, entry plazas, maritime bollards, decorative photo opportunity features including a lifeguard boat and lifeguard stand, site landscaping, site amenities, rinsing stations, flag poles,

Scott Taylor (continued) bike racks and receptacles, access control gates, fencing and signage, benches, tables, and litter receptacles. Coordination efforts will also be made for site irrigation. Lighting will be designed to fit within the sidewalk to allow optimal photometric distribution for the various types of uses. Considering the intent to hold night time events at the new park, there will also be flood lights facing away from the residents to minimize impact.

Councilman Covington inquired if the fee schedule provided to Council includes costs for any subcontractors and miscellaneous expenses.

Scott Taylor responded yes. The proposal also includes costs associated with working drawings, blueprints, and technical specifications which are all turned over to Mott MacDonald for inclusion in the bid documents.

Council President McCorristin noted the success of the park at 39th Street and expressed hope this project will match or exceed that success.

Tom Thornton reported Mott MacDonald's proposal covers the support of overall construction of the project related to civil, structural, electrical, permitting, and hydrologic design. The proposal is divided into five tasks. Task one covers the engineering design services necessary to take the project to approximately 90% design. That includes the civil site design, modifications of the parking lot that would be required to accommodate the entrance, modifications at the end of 29th Street, pedestrian circulation, design of rinsing station drains, water fountain drains, potable water, sanitary sewer services, structural design for the foundations for the bike racks, benches, tables, chairs, sculptures, and rinse stations. Also included in the civil design is the grading and drainage. The grading plan will be designed in coordination with Taylor Design Group to certify the plan and to be able to incorporate it into the storm water management plan that will be prepared. Mott MacDonald will also be providing the soil borings that will be used for the structural work as well as what will be required for use by the Architect for the project. Task two takes care of permitting services. A CAFRA permit will be required for this project due to the type of development and its proximity to the dunes. In addition, the soil erosion and sediment control plan certification will be done. Task three covers the finalization of the design and the preparation and compilation of all plans and specifications into a set of bid documents that will be made available to any bidders. This task also covers the finalization of the technical specifications. Task four is the bidding and bid phase services, which include making the bid documents available to the bidders and answering technical questions that may come in. A non-mandatory pre-bid meeting will be included. Also included in task four is the receiving of bids, bid review, and providing the report of bids to Council. Task five is to cover various reimbursable services that may arise.

Council President McCorristin questioned if an additional proposal will be received for monitoring during the construction phase.

Tom Thornton responded yes, that proposal will be submitted after bids have been received.

Council President McCorristin asked when the CAFRA permit application will be submitted.

Tom Thornton explained there are hopes to submit the permit application in April, however if the plans are moving forward smoothly, an application could be submitted sooner.

Councilwoman Hudanich asked if the costs proposed by Mott MacDonald are included in the proposal received from Taylor Design Group.

Scott Taylor responded the proposed Mott MacDonald fees are in addition to the fees within the Taylor Design Group proposal.

Councilman Covington asked if there is confidence that the proposed costs will match actual costs once the project is underway.

Scott Taylor explained if there are structural or geotechnical issues as a result of the reviewing agencies that may affect construction cost, those changes will be presented to Council for a decision to be made if items should be eliminated from or added to the scope of the project.

Councilwoman Hudanich asked the total square footage of the area to be developed.

Tom Thornton responded the area to be developed is 1.21 acres in total.

Council agreed to proceed with the project as proposed.

Discussion regarding Resolution designating protected bathing beaches for 2018.

Scott Wahl reported the bathing beaches as suggested by Captain Wolf remain the same from last year to this year. The only proposed change by Captain Wolf is to allow paddleboards at the 63rd Street beach. The surfing beach located at 63rd Street, which was added for the 2017 season at the suggestion of Council President McCorristin, has been a great success.

Council agreed to proceed with a Resolution to be prepared for the January 24, 2018 Regular Meeting.

Discussion regarding bids received for Maintenance of Borough Owned Grounds.

Scott Wahl reported six bids have been received for this project, which have been reviewed by Alan Gould. Bayshore Landscaping was the lowest responsible bidder.

Bill Macomber noted the bid submitted by Bayshore Landscaping was in the amount of \$227,692.00. The next lowest bid that was received was in the amount of \$264,240.00, while the highest bid received was in the amount of \$447,555.00. All bid packages have been reviewed by Scott Taylor, Joe Clark, and Alan Gould. There is a recommendation to award the contract to Bayshore Landscaping. Additionally, the 29th Street project will be removed from the specifications once that project is underway.

After brief discussion, Council agreed to proceed with a Resolution to be prepared for the January 24, 2018 Regular Meeting.

Discussion regarding Resolution scheduling a public hearing for removal of two story height restriction for 7688 Dune Drive.

Jim Waldron recommended scheduling a public hearing for this issue for 3:55 pm on January 24, 2018. This application is the same type of restriction presented before Council earlier this afternoon.

Council President McCorristin inquired if there will be any future issues for any properties that have dwellings that do not comply with the two story height restriction, but do comply with current Zoning regulations.

Jim Waldron noted there are some title insurance companies willing to insure over the deed restriction, while other title insurance companies require the restriction to be removed for clarity and integrity of the title.

Steve Barse agreed with Jim Waldron by stating there are some title insurance companies willing to absorb the risk of having a two story height restriction. He advised Council to handle these applications as they are submitted.

Jim Waldron noted there is a cost associated with these applications that is being passed on to the property owner, such as the advertising, the legal review, the preparation of documents to release the restriction, the preparation of a deed, preparation of resolutions, and preparation of documents that come before Council. The Borough passes on a capped fee of up to \$1,500.00 to the applicant for such expenses.

Council Vice President Deever asked if anything else can be done to streamline this process further.

Jim Waldron noted Council could take a universal approach, adopt an ordinance, give general notice that the two story height restriction is the specific deed restriction to be released. Then, when an application arises, Council could authorize the release.

Councilwoman Hudanich expressed reluctance to take that specific action, and spoke in favor of protecting the Borough and doing individual property research as applications are submitted to ensure accurate records.

After further discussion, Council agreed to proceed with a Resolution to be considered at the Regular Meeting this afternoon.

Discussion regarding Resolution authorizing a Professional Services Contract with Dean Marcolongo, Esquire for consulting services for a one year term.

Jim Waldron reported Dean Marcolongo resigned as Solicitor for the Planning/Zoning Board to assume his duties as County Surrogate. At the time of his resignation, the Borough is nearing a conclusion to an issue with the Council on Affordable Housing, and the finalization of the Marina Litigation is coming before the Planning/Zoning Board for final site plan approval. A fairness hearing for the Council on Affordable Housing could be scheduled during the month of March, and the final site plan review coming before the Planning/Zoning Board for the Marina at Avalon Anchorage is tentatively scheduled for February, however that could be changed to March. It is recommended to hire Dean Marcolongo to serve as a consultant to Mr. Baldini, who has been appointed to serve as the Solicitor for the Planning/Zoning Board since Dean Marcolongo's resignation, to ensure a smooth transition and that the finalizations of these issues continue on the projected paths. It is proposed to execute this contract for a year, however the full year may not be necessary, depending on when these matters are finally resolved.

Council agreed to proceed with a Resolution to be considered at the Regular Meeting this afternoon.

Discussion regarding Resolution approving the certified list of individuals qualifying for 2017 Length of Service Program Credits.

Scott Wahl explained a list has been provided to Council of those who have successfully completed the LOSAP program. All of the individuals have had a prior opportunity to check their own records for accuracy. The list, as with all performance records, is turned over to an auditor to review the list every year. This list has been determined to be complete, and it is recommended for Council to approve this list.

Council agreed to proceed with a Resolution to be prepared for the January 24, 2018 Regular Meeting.

Discussion regarding Resolution authorizing purchases from vendors with State Contracts for 2018.

Scott Wahl reported a list of state contract vendors has been supplied by Mr. Clark. The list has been reviewed, and no errors or omissions have been found.

Council agreed to proceed with a Resolution to be prepared for the January 24, 2018 Regular Meeting.

Public Comments:

None.

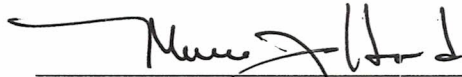
Motion made by Councilman Covington, seconded by Council President McCorristin to adjourn the Work Session.

<u>ROLL CALL VOTE:</u>	Councilman Covington	Aye
	Councilman Dean	Absent
	Council Vice President Deever	Aye
	Councilwoman Hudanich	Aye
	Council President McCorristin	Aye

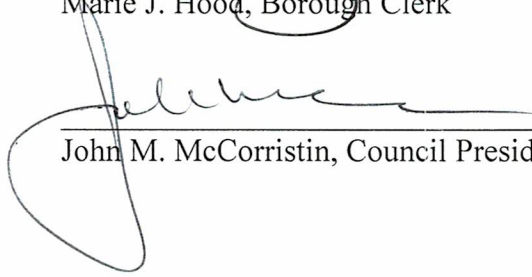
January 10, 2018

Work Session adjourned at 4:37 p.m.

Respectfully submitted,



Marie J. Hood, Borough Clerk



John M. McCorristin, Council President