



**Shrewsbury Township  
1979 Crawford Street  
Shrewsbury Township, New Jersey 07724**

**Julie Martin, RMC  
Municipal Clerk**

**Phone (732) 542-0572  
Fax (732) 935-1348**

**Shrewsbury Township Committee  
May 13, 2025  
REGULAR MEETING - 6:00 PM**

**MINUTES**

**CALL MEETING TO ORDER**

Mayor Jennings called the meeting to order at 6:03 pm and stated in accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the required Notice of this meeting was published in the Two River Times on January 9, 2025 in addition to posting on the Township Website and the bulletin board in the Municipal Building and filing a copy of said notice with the Municipal Clerk.  
[www.townshipofshrewsbury.com](http://www.townshipofshrewsbury.com).

**ROLL CALL**

**GOVERNING BODY MEMBERS PRESENT:** Glenwood Puhak, Lynda Lettice and Mayor Lester Jennings.

**TOWNSHIP OFFICIALS PRESENT:** Township Attorney Gene Anthony, and Deputy Clerk Katrina Thornton.

**SALUTE TO THE FLAG**

**MINUTES -** Mr. Puhak offered a motion to approve the minutes of the meeting for April 13, 2025, moved and seconded by Mayor Jennings. All were in favor.

**CORRESPONDENCE:** Ms. Thornton stated she received the new billing for recycling for five cans. They wanted us to purchase ten but we will only purchase five. We will have to discuss the cost for leasing of the cans.

**REPORTS**

**Finance** – Mr. Anthony stated we have the introduction of the budget tonight.

**Housing Inspector/Code Enforcement** – Mr. Anthony stated we amended our Property Maintenance Ordinance two years ago to incorporate the International Property Maintenance Code which expands

what we can and cannot do. Part of it is sending out notices of violations to people who do not maintain their property. That includes improper use of the recycling bins. He stated it is something that will be enforced either by the Code Enforcement Officer or himself. He stated they could also clean the site and put a lien on the property.

**Recreation** – Mr. Brunson stated they would be doing a new schedule for the summer program and they will incorporate the senior citizen group. They would also have a fun night with an outdoor tv and Saturday morning craft.

**Municipal Attorney** – Mr. Anthony stated he just talked about property maintenance. He stated we also closed on the water system and other towns are asking how we did it because they would like to do it. He stated he believed Lake Como was one of them. The next thing is that they need to update the personnel code every two years. The last time was October two years ago. He will update our existing personnel code and hopefully they can vote on it and forward it to the insurance company and hopefully you will be able to vote on that before October.

**Public Works** - none

**Safety& Neighborhood Watch** – Ms. Thornton stated the cameras should go up before July.

#### **ORDINANCE (S) –**

**Ordinance 2025-03** AN ORDINANCE TO AMEND ORDINANCE 2025-02 AND ORDINANCE 2024-09 ENTITLED "AN ORDINANCE FIXING SALARY AND COMPENSATION OF CERTAIN OFFICES, POSITIONS AND EMPLOYEES IN THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH, STATE OF NEW JERSEY FOR THE YEAR 2025" AND THEREAFTER KNOWN BY ITS SHORT NAME AS 'SHREWSBURY TOWNSHIP SALARY ORDINANCE'. **Final Reading**

#### **Public Hearing**

Mrs. Lettice offered a motion to open for the public hearing, moved and seconded by Mayor Jennings. All were in favor.

No Comments

Mr. Puhak offered a motion to close the hearing, moved and seconded by Mrs. Lettice. All were in favor.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK		X	X			
LETTICE	X		X			
JENNINGS			X			

**Ordinance 2025-04** – AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF SHREWSBURY BY REMOVING HANDICAP PARKING SPACES AT 85 BARKER AVENUE and 22 BARKER AVE. **Final Reading**

#### **Public Hearing**

Mrs. Lettice offered a motion to open for the public hearing, moved and seconded by Mr. Puhak. All were in favor.

No Comments

Mrs. Lettice offered a motion to close the hearing, moved and seconded by Mayor Jennings. All were in favor.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK		X	X			
LETTICE	X		X			
JENNINGS			X			

**Ordinance 2025-05** - CALENDAR YEAR 2025 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14). *First Reading*

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK		X	X			
LETTICE	X		X			
JENNINGS			X			

Mr. Anthony announced that the Public Hearing on Ordinance 2025-05 will be held on Tuesday, June 10, 2025.

### **RESOLUTION(S)**

**PUBLIC COMMENTS ON RESOLUTIONS** – Public comments regarding resolutions presented on this agenda only.

Mr. Anthony asked if there were any comments on any of the resolutions.

Bill Spengeman, 143 Belshaw asked for a cliff note version of what kind of money is involved and what will the cap bank do for us.

Ms. LaPorta stated the State allows by law 2.5% percent appropriation cap increase over what we spent last year for certain appropriations that are quote unquote inside the cap and by passing this ordinance the Committee is allowing us to go up and extra percent if need be in the appropriations.

TOWNSHIP OF SHREWSBURY  
RESOLUTION #2025 – 47

### **INTRODUCE THE 2025 MUNICIPAL BUDGET**

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2025:

General Appropriations for:  
Appropriations within "CAPS"

Municipal Purposes	\$ 734,201.00
Appropriations excluded from "CAPS": Municipal Purposes	\$ 923,780.50
Reserve for Uncollected Taxes	\$ 25,000.00
Total General Appropriations	\$ 1,682,981.50
Less: Anticipated Revenues other than current property tax	\$ 782,981.50
Difference: Amount to be raised by Taxes for Support of Municipal Budget as follows:	
Local tax for Municipal Purposes including Reserve for Uncollected Taxes	\$ 900,000.00

BE IT ALSO RESOLVED, that said Budget be published in the Two River Times in the issue of May 22, 2025; and

BE IT FURTHER RESOLVED, that the Governing Body of the Township of Shrewsbury does hereby approve the following as the Budget for the year 2025.

BE IT FINALLY RESOLVED that a Hearing on the Budget and Tax Resolution will be held at Shrewsbury Township Municipal Building on June 10, 2025, at 6:00 p.m. at which time and place objections to said Budget and Tax Resolution for the year 2025 may be presented by taxpayers or other interested persons.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak			X			
Lettice	X		X			
Jennings		X	X			

## TOWNSHIP OF SHREWSBURY

### RESOLUTION #2025-48

Authorizing an Extension of Grace Period for the Third Quarter 2025 Taxes

**WHEREAS**, the State of New Jersey and the County of Monmouth has not released all the information needed for striking a rate, and

**WHEREAS**, this information is needed to produce the Final 2025/Preliminary 2026 tax bills, and

**WHEREAS**, as a result, the County of Monmouth could not release the tax rate, and

**WHEREAS**, the Tax Collector must allow 25 calendar days for payment from the date of mailing pursuant to NJSA 54:4-66.3,

**NOW THEREFORE BE IT RESOLVED**, by the Committee of the Township of Shrewsbury that the Tax Collector be authorized to extend the grace period for the third quarter 2025 up to and including the 25<sup>th</sup> day after the actual bills are mailed; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Committee of the Township of Shrewsbury that any payments received after that date, for the third quarter 2025 will be charged interest from the original due date of August 1, 2025 by the guidelines set by NJSA 54:4-67 and Resolution 2025-16 passed by the Township of Shrewsbury Committee on January 1, 2025.

*Interpretive Statement: Extension of the grace period may be needed to allow the mandated 25 days prior to payment due date. If payment for the third quarter 2025 is not received by the 25<sup>th</sup> calendar day after the delivery of the tax bills to the post office, interest will be charged back to the August 1<sup>st</sup> due date.*

*Jason Sutton, Tax Collector*

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK			X			
LETTICE	X		X			
JENNINGS		X	X			

**TOWNSHIP OF SHREWSBURY**  
**RESOLUTION # 2025-49**  
County of Monmouth

**RESOLUTION AUTHORIZING ATTENDANCE BY MAYOR LESTER JENNINGS TO MAYOR'S CONVENTION**

**WHEREAS** there is an annual Mayor's Convention in Atlantic City; and

**WHEREAS** the convention is scheduled for May 19, 2025, through May 22, 2025, and

**WHEREAS** the Mayor is to be reimbursed for expenses incurred to include but not limited to hotel, travel, and personal meals, not to exceed \$1,000.00.

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee hereby authorizes the attendance of Mayor, Lester Jennings, with reimbursement for costs and expenses subject to limitations established by policy of the governing body.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK		X	X			
LETTICE	X		X			
JENNINGS					X	

Mr. Anthony stated in past discussion you try to itemize it more where you are putting caps on it.

Ms. Thorton stated if the spouse were to attend we do not pay for the spouse.

**TOWNSHIP OF SHREWSBURY**  
**RESOLUTION # 2025-50**  
County of Monmouth

**Authorize An Emergency Temporary Appropriation**

**WHEREAS**, the appropriations set forth in the 2025 temporary budget are insufficient to meet the financial obligations as set forth below; and

**WHEREAS**, the permanent budget for the year 2025 has not yet been adopted; and

**WHEREAS**, the total emergency temporary appropriations adopted pursuant to N.J.S.A.40A:4-20 exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistant included in this resolution total \$191,400.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, in the County of Monmouth, State of New Jersey, in accordance with the aforementioned statute, that the 2025 temporary budget is hereby amended to provide for an emergency temporary appropriation in the amount of \$191,400 and said appropriations are listed on Attachment 1-2025 "Emergency Temporary Appropriations."

A certified copy of this resolution shall be transmitted to the Chief Financial Officer for her records.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK			X			
LETTICE	X		X			
JENNINGS		X	X			

**Township of Shrewsbury**  
**Resolution #2025-51**  
County of Monmouth

**AUTHORIZE PAYMENT OF BILLS**

**WHEREAS**, the Consent Bill List for US Bank, County Taxes, IPage website and Republic recycling has preauthorized payment of \$79,802.70.

**WHEREAS**, the Township Committee of the Township of Shrewsbury authorized payment of 2024 -2025 bills in the amount of \$109,249.14

**WHEREAS**, the total authorized payment of bills is the amount of \$ 189,051.84

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK	X		X			
LETTICE		X	X			
JENNINGS			X			

**NEW BUSINESS** – Ms. Thornton stated it was already discussed regarding the notice of violation to Shrewsbury Arms regarding the recycling issue. She stated Mr. Welsh can move straight to fining.

**OLD BUSINESS** – Ms. Thornton stated the cost and amount needed for recycling bins were discussed earlier as well.

**PUBLIC PORTION – PLEASE STATE YOUR NAME AND ADDRESS FOR THE MINUTES**

Mr. Puhak offered a motion to open the meeting to the public, moved and seconded by Ms. Lettice. All were in favor.

Cheryl Antonucci 59 Belshaw stated two healthy pear trees were removed two days ago. She stated stated Murphy passed guidelines making your tree ordinance stricter. She stated the township did not need a Shade Tree Commission or arborist. She went on line to see what it was. She stated it was laid out on the website. She passed around literature and stated what was required, and have someone determine the health of the tree, all at no cost. She stated management at AVMA is held to no account. She stated it was all about quality of life and energy conservation. She stated she also has the Save the Tree's information as well. She stated she would happily volunteer.

Mr. Anthony stated he represented towns with Shade Tree/Environmental Commissions and there are two aspects and once a private property issue and the second is a public property issue and in both cases you would need an ordinance which the Township does not have. So, the private property issue is most towns have ordinances which limits the number of trees you can cut down and the type without getting a permit. There is a permit process and we would have to agree on what trees are subject to the ordinance and which are not. He stated in Neptune Township where he has represented for the past 17years they two parts to it. They have a part for new construction where you have to limit the number of trees you cut down and if you go beyond a certain number you not only have to replace those trees somewhere else in town or you have to put money in a tree bank to allow the town to put trees in other parts of town. He stated Shrewsbury Township did not have new construction here so he was not sure that part of the ordinance dealing with new construction would really be that relevant in this town. He stated the other section of the ordinance has to do with existing housing. You have to decide whether you want to require any tree that's cut down beyond a certain width, diameter be subject to permits or whether you're going to require a permit for any tree that's going to be cut down beyond a certain number. He stated he's seen it both ways and Eatontown which he's represented on and off for twelve years they have any tree beyond a certain diameter on private property you have to get a permit. The permit process also usually means you're going before the Shade Tree Commission to get authorization for this. He stated Neptune doesn't have it based on diameter, Neptune has it based on the number of trees on a given acreage. He stated if this Committee wanted this ordinance they would have to tell him which direction they wanted to go into. He stated some towns have a Shade Tree/Environmental Commission, Neptune combines the two but Eatontown separates the two.

Ms. Antonucci stated that Murphy said they did not need one and to do their own ordinance for residents.

Mr. Anthony stated if you do not have a Shade Tree Commission then you're really not dealing with some of these issues that come out of the public property area.

Ms. Antonucci stated when she hears Shade Tree she thinks certified arborist.

Mr. Anthony stated that was not what he was said and that the Shade Tree Commission consisted of volunteers. He stated Eatontown always had an arborist and Neptune did not, they use to contract out. He stated he did not care if they had one or not, but it would be nice to have to be able to tell whether a tree is diseased or not. He reiterated again that the Committee would have to tell him what they would like for him to do. He stated an ordinance would take time.

Ms. LaPorta explained the process in her town and stated they would have to set up a Shade Tree Trust.

Ms. Thornton questioned who pays if they were to set up a trust.

Mr. Anthony stated the person who wants to cut down the trees would pay assuming they get a permit to cut it down.

Ms. Thornton questioned what about the apartments.

Mr. Anthony stated the owners of the apartment were responsible.

Mr. Anthony stated they could workshop this and discuss all the possible options for it and adopt it.

Sophia Lynn 23 Belshaw stated she represents the Children of Shrewsbury Township. She stated she works for the Tinton Falls Board of Ed. She stated she wanted to introduce herself to the Committee after speaking with political representatives.

Ms. Lettice offered a motion to close the open public portion of the meeting, moved and seconded by Mayor Jennings. All were in favor.

## **EXECUTIVE SESSION –**

### **Township of Shrewsbury Resolution #2025-52 County of Monmouth**

#### **RESOLUTION FOR CLOSED SESSION UNDER THE OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, the Open Public Meetings Act permits the Township Committee of the Township of Shrewsbury to exclude the public when certain matters are to be discussed.

**NOW, THEREFORE BE IT RESOLVED**, that in accordance with the provisions of the Open Public Meetings Act, the Mayor and Township Committee of the Township of Shrewsbury shall have a closed session for purposes of discussing

**BE IT FURTHER RESOLVED**, that matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer, shall be discussed.

1. More particularly, such matters shall be discussed concerning pending litigation.

**BE IT FURTHER RESOLVED**, that the public shall be informed of the results of the closed session at the continuation of the present public meeting, or at the next public meeting of the Mayor and Township Committee, or as soon thereafter as possible.



Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK			X			
LETTICE	X		X			
JENNINGS		X	X			

#### **REOPENING MEETING-**

Mr. Puhak offered a motion to return to open session, moved and seconded by Mrs. Lettice. All were in favor.

**DATE OF NEXT MEETING – Mayor Jennings announced that the next Regular Meeting will be on June10, 2025, at 6:00 PM**

Mayor Jennings offered a motion to adjourn the meeting, moved and seconded by Mrs. Lettice. All were in favor.

**Meeting adjourned at 7:17pm.**

Katrina Thornton  
Deputy Municipal Clerk