



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

**Katrina L. Thornton, CMR  
Acting Municipal Clerk**

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**Shrewsbury Township Committee  
October 16, 2024  
SPECIAL MEETING - 4:00 PM**

**Minutes**

**CALL MEETING TO ORDER**

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the Special Meeting Notice of this meeting was published in the Two River Times on October 10, 2024, 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, Deputy Mayor Lynda Lettice, Mayor Lester Jennings.

**TOWNSHIP OFFICIALS PRESENT:** Township Attorney Gene Anthony and Acting Municipal Clerk, Katrina Thornton, Bill White, Township Engineer.

**SALUTE TO THE FLAG**

**DISCUSSION**

Ms. Thornton stated they would have to discuss the sale of the Shrewsbury Township Water System and set the priorities for what the proceeds would be used for. The residents feel the roofing for the municipal building would take up too much of the proceeds and would not benefit the entire community. So they would be looking for a grant or something of that sort.

Ms. LaPorta questioned what was the estimate for the roof

Ms. Thornton stated it was a little over \$300,000.

Mr. Anthony stated they were talking about doing stages for the roof and how much is that.

Ms. Thornton stated they would not know until they start tearing the roof off they will not know.

Mr. Anthony what was the estimate for the first stage.

Mr. White stated it would be \$20,000 per roof not including his fees. He stated they could qualify for many different things. They could go to the County to see if they can get any money from them.

Ms. LaPorta stated they could put it in their capital program for next year or the year after and they could actually go to the MCIA and bond it because they haven't done it in a few years and if we get grant money we could use it to pay down the debt.

Mr. Anthony stated his thought process is that he would not have spent \$300,000 of this money for the roof but at some point in time you're going to have to or you are going to have an inoperable, uninhabitable building. He stated if you can take some of it and do as Katie suggested in putting it in capital, bond it and get a grant to pay down the debt, at least do something with it. He stated they would not get money like this again.

Ms. LaPorta stated there was a percentage as to how the money could be used. She stated she was looking at the paper that Jason sent her and at least 50% went to capital improvements after the relief of any debt or penalties. We do not have any debt or penalties as it relates to the water system that we are selling. She stated 50% would have to be for capital improvements, the other 50% is supposed to be divided between community improvements and general fund. A General Fund would be used for operating but my advice as an accountant would be that you don't use something that you are not going to be able to regenerate to pay your bills, you will run out. You would want to use that money to buy like one hit wonders or if you need a new truck but if you use it to pay the electric bill and the money runs out then how are you going to turn your lights on.

Mr. Anthony stated if you remember the discussion he had with them he flippantly cause he didn't think the answer was going to be yes asked if the money could be used to reduce taxes and they told him that they could use a portion of it to reduce taxes.

Ms. LaPorta stated it would sit in surplus and you wouldn't have to raise taxes as high but the problem is the next year they would get this big boom. She stated it was up to the Committee.

Mr. Anthony stated they have to pay a pretty big bill to the regional sewer company that's going to be next year too so in terms of reducing taxes either that is going to be a big hit on the taxpayers, you tell me if it is or if it's not or if we set aside some of this money to cover something like that they won't get hit. Yes, it is only for one year but then I'm hoping that the increase is only for one year as well.

Ms. LaPorta stated she doesn't disagree with that but that would be going into the general fund so that is something that we wouldn't have to prioritize for right now. That money could be saved for the general fund. I understand because there was some time of break over there, our flow was all screwed up but apparently we found the reason for it.

Mr. Anthony stated and hopefully we won't have this problem again.

Ms. LaPorta stated and part of it was their problem too because they dropped the ball. They did not let us know before our budget was already passed that we were going this and there was not reason for it and they told me that. She stated he called Katrina in a panic in June telling us that our bill was going up.

Mr. Anthony stated going back to the original question do you want to dedicate anything to the roof.

Ms. Thornton stated with the sum of money she thought they were going to set aside \$100,000 to \$150,000 for short term repair.

Ms. LaPorta stated there was some type of restriction as to when they had to spend it by because they could not let it sit on reserve for years and years.

Ms. Thornton stated she did not mean for like a year but come December we start to know what type of grants are out there. She stated three years ago they had dilapidated buildings. So that was a grant and it was not a matching grant and that was for NJ. She stated she keeps looking at the grant website to see what will be coming out because they normally start telling you in November and December so you can start getting things ready to submit by March and April.

Ms. LaPorta suggested looking at these things and see what actually would qualify as capital before we say yay or nay on the roof. She said she knew they wanted the flashing street signs and how much are they.

Ms. Thornton stated they could get them for \$2900.

Ms. LaPorta stated that could be a community development/community improvement not necessarily a capital improvement based upon the value. She reminded everyone that 50% had to be spent on capital.

Mr. Anthony suggested they look at the list and mentioned five items that's involve this building and they were not just the roof, but the HVAC, the gymnasium, flooring, cameras, main building windows and office.

Ms. Thornton stated not an office but a file room, maybe a 10x10 on the back of the patio.

Mr. Anthony suggested doing one category such as the municipal building because the roof can be a part of it, with a sub title roof, HVAC, gymnasium, windows, file room total \$100,000 and that would give you flexibility to decide later what goes where and when.

Mr. LaPorta stated but we would have to spend 50% for capital which is \$262,500 on capital items.

Ms. Thornton stated if they look at the HVAC and based on previous estimates they were looking at \$6,000 to \$7,000. She went over other estimates such as replacing the windows.

Mr. Anthony stated they are just trying to decided how much money would going into each category and decide like how much would be charged for what.

Ms. Thornton stated the HVAC was a priority and had to be done.

Mr. Anthony and Officials went over what were considered capital improvements and which weren't.

Ms. LaPorta also stated that the wording could say including but not limited to.

Mr. Anthony stated that gives you flexibility to make decisions later.

Mr. Puhak questioned what was flooring in the park.

Ms. Thornton stated where the mulch is in the park they want it removed.

Bill White stated it was pretty expensive and explained the process.

Ms. LaPorta mentioned what the other town put in their plan.

Mr. Anthony suggesting putting all of the items mentioned as a capital improvement for \$262,500 and that would leave them with another \$262,500 to do whatever they wanted to do.

Ms. LaPorta stated under community development the example also includes a street sweeper. They could also put park improvements, street deterrents and beautification.

Ms. Thornton stated the gym floor could go into another category it doesn't have to go into capital and it would free money up.

Ms. LaPorta stated they could call that recreation – beautification, recreation, speed deterrent.

Ms. Thornton stated the DPW need repairs at the base. She asked Mayor Jennings if he walked the building because it's the area where the cats enter the building.

Mayor Jennings stated he did not see anything.

Mr. Anthony stated he like how it could be explained to the public.

Ms. Thornton posed questions regarding the bill for the sewer flow and if the amount charged this year would be the same.

Mr. White stated he was not sure.

Mr. Anthony offered suggestions hypothetically what could be allocated.

Ms. LaPorta gave a brief explanation.

Mr. Puhak questioned where would the money come from for speed bumps.

Ms. Thornton stated she thought the residents didn't want it.

Mr. Anthony suggested listing road improvements. He reminded everyone that there are a lot of things you cannot do in Ocean Grove.

Ms. Thornton stated no one pays attention to the signs.

Mr. Anthony stated \$262,500 would be dedicated to Capital Improvements which would include the roofing, HVAC, road improvements, windows, construction of the file room, security cameras and road improvements. Community Development would include the gym floor and holiday decorations, DPW painting.

Ms. LaPorta stated they could call that beautification – recreation and speed deterrents.

Mr. Anthony suggested calling it traffic calming and stated he would put it together and let Ms. LaPorta look at it before sending it to the State.

Ms. LaPorta went over the names and amounts with Mr. Anthony.

#### Privilege of the Floor

Mayor Jennings offered a motion to open the meeting to the public, moved and seconded by Mrs. Lettice. All Aye.

Marcia Meer-Egone thanked Mayor Jennings for stepping up.

Mr. Puhak offered a motion to close the meeting to the public, moved and seconded by Mayor Jennings. All Aye.

Mr. Puhak announced that the next meeting would be on October 22, 2024 at 6pm

#### **ADJOURNment**

Mr. Puhak offered a motion to adjourn the meeting, moved and seconded by Mayor Jennings. All Aye

Respectfully Submitted  
November 19, 2024

Katrina Thornton  
Acting Municipal Clerk