

**BOROUGH OF BRADLEY BEACH  
COUNCIL BUSINESS MEETING MINUTES  
JANUARY 7, 2025 AT 6:30 P.M.**

**A Meeting of the Mayor and Council of the Borough of Bradley Beach was held in the Meeting Room, 701 Main Street, Bradley Beach, New Jersey on the above date and time.**

**IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT, PUBLIC MEETINGS MAY BE HELD IN PERSON OR BY MEANS OF COMMUNICATION EQUIPMENT TO INCLUDE STREAMING SERVICES AND OTHER ONLINE MEETING PLATFORMS (N.J.S.A. 10:4-8b).**

**THIS MEETING WAS HELD IN-PERSON AND THROUGH THE ZOOM MEETING PLATFORM, BEING BROADCAST FROM BOROUGH HALL, 701 MAIN STREET, BRADLEY BEACH, NJ 07720. PUBLIC PARTICIPATION FOR THIS COUNCIL BUSINESS MEETING OF JANUARY 7, 2025 WAS AVAILABLE IN PERSON OR THROUGH THE ZOOM LINK POSTED TO THE WEBSITE. THE COUNCIL MEETINGS (RESOLUTION 2024-210 ADOPTED DECEMBER 11, 2024) FOR CALENDAR YEAR 2025 WAS ADVERTISED IN THE NEW COASTER, THE COAST STAR, AND THE ASBURY PARK PRESS ON DECEMBER 19, 2024.**

**WITH ADEQUATE NOTICE HAVING BEEN GIVEN, THE MUNICIPAL CLERK IS DIRECTED TO INCLUDE THIS STATEMENT IN THE MINUTES OF THIS MEETING.**

**CALL TO ORDER**

**Mayor Gubitosi opened the meeting with a salute to the flag.**

**Sunshine Law was read.**

**ROLL CALL AT 6:30 P.M.**

**Present at the January 7, 2025 Council Meeting:**

**Governing Body Members: Ms. DeNoble, Ms. Greenblatt, Mr. Nowicki, Mr. Weber, Mayor Gubitosi  
Acting Borough Administrator, Matthew Doherty  
Municipal Clerk, Erica Kostyz  
Borough Attorney Alternate, William McGuinn  
Michele Whille, Deputy Municipal Clerk, Zoom Facilitator  
Police Chief, James Arnold  
DPW Supervisor, Biagio Cofone**

**Resolution 2025-36 A Resolution Filling a Vacant Seat on the Borough Council effective January 1, 2025 until the Certification of the 2025 General Election.**

ON MOTION by Gubitosi/DeNoble to adopt Resolution 2025-36.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: Nowicki

**ADOPTED**

**WORKSHOP(S):**

**Charter Study Commission Budget and Attorney RFP:**

Mayor Gubitosi explained the purpose of the Charter Study Commission formed in 2024 after the General Election. Mayor Gubitosi provided an overview of the funding the Charter Study Commission may need of up to \$50,000.00 dollars for expenses with \$35,000.00 pre-decided and \$15,000.00 for communications and additional work the Charter Study Commission may undertake. Mayor Gubitosi stated Resolution 2025-44 codified for vote this later this evening is to confirm the appropriations for needed expenses.

**Public Comment:**

Refet Kaplan, 409 Brinley Avenue and Chairman of the Charter Study Commission feels the amount being appropriated is a good starting point and stated the Commission is eager to begin.

Linda Duffy, 312 Brinley Avenue, inquired if a resolution was necessary to hire a secretary.

Ms. Kostyz replied a resolution is not necessary.

Mea Molin, 302 Fourth Avenue, inquired what duties the secretary will perform.

Mayor Gubitosi, Councilwoman DeNoble and Chairman Kaplan addressed this inquiry.

Eileen Shissias, 112 Fourth Avenue, asked if the speaking podium can be moved to a different location in the room.

**Financial Consultants:**

Mayor Gubitosi explained the Governing Body will be voting to hire two different Financial Consultants. Mr. Frederick Ebenau, identified through recommendations, is being hired to assist the Governing Body understand prior Borough financials. Mr. John Barrett is being hired as the Borough Interim Chief Financial Officer to perform necessary financial duties for 2025.

Councilman Nowicki inquired when the search for permanent CFO will begin.

Mayor Gubitosi stated the process has already begun and stated the Borough has been in contact with two other Municipalities to discuss a possible shared service arrangement, however there are no official opportunities at this time, and the Borough will be posting employment ads soon.

Councilman Weber credited Mayor Gubitosi for finding both professionals for an interim basis.

There were no resident comments for this discussion.

**PRESENTATIONS & BIDS: NONE**

**MINUTES APPROVAL**

ON MOTION by Gubitosi/Weber to approve the Council Reorganization Meeting Minutes of January 1, 2025.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**APPROVED**

**Public Comments and Questions on Agenda Items: None in person or virtual.**

**ORDINANCES:**

**Councilman Gubitosi gave a brief overview of each of the four ordinances in place for introduction this evening and referred to them as clean-up items.**

**Introductions:**

**ORDINANCE 2025-1**

**AN ORDINANCE AMENDING CHAPTER 5: “ADMINISTRATION OF GOVERNMENT” OF THE BOROUGH’S REVISED GENERAL ORDINANCES TO CLARIFY THE APPLICABLE SCHEDULE FOR BOROUGH COUNCIL MEETINGS.**

ON MOTION by Gubitosi/Greenblatt to introduce Ordinance 2025-1.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**INTRODUCED**

**ORDINANCE 2025-2**

**AN ORDINANCE AMENDING CHAPTER 5: “ADMINISTRATION OF GOVERNMENT” OF THE BOROUGH’S REVISED GENERAL ORDINANCES TO CLARIFY THE PUBLICATION SCHEDULE FOR BOROUGH COUNCIL MEETING AGENDAS.**

ON MOTION by Gubitosi/Nowicki to introduce Ordinance 2025-2.

ROLL CALL:

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**INTRODUCED**

**ORDINANCE 2025-3**

**AN ORDINANCE AMENDING CHAPTER 78: “PERSONNEL POLICIES” OF THE BOROUGH’S REVISED GENERAL ORDINANCES TO CLARIFY ELIGIBILITY FOR VACATION PAID TIME OFF.**

ON MOTION by Gubitosi/DeNoble to introduce Ordinance 2025-3.

ROLL CALL:

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**INTRODUCED**

**ORDINANCE 2025-4**

**AN ORDINANCE AMENDING CHAPTER 78: “PERSONNEL POLICIES” OF THE BOROUGH’S REVISED GENERAL ORDINANCES TO ELIMINATE BOROUGH ATTORNEY ELIGIBILITY FOR DEFERRED CONTRIBUTION RETIREMENT PROGRAM.**

ON MOTION by Gubitosi/Greenblatt to introduce Ordinance 2025-4.

ROLL CALL:

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**INTRODUCED**

**Adoptions: None**

**COMMUNICATIONS:**

- 2025 Governing Body Liaison Assignments
- Memo regarding the Special Council Meeting Minutes for 12/23/24 & 12/30/2024.

The Special Council Meeting Minutes for 12/23/24 & 12/30/24 will not be approved due to no quorum, however they are kept on file and can be viewed publicly upon request.

**CONSENT AGENDA RESOLUTIONS:**

**2025-37 Bill List for January 7, 2025.**

**2025-38 Professional Service Appointment, Clifford Yannone, Esq. of Starkey, Kelly, Kenneally, Cunningham, as the Borough Public Defender for a period of one year effective, January 1, 2025 through December 31, 2025.**

**2025-39 Approving a Consent Letter with Crown Castle, as agent for STC Five, LLC, successor to Sprint Spectrum, LP., for its sublessee, AT&T Mobility, to make certain modifications to Cellular Communications Equipment located on a portion of the Borough's properties at 725 Main Street.**

**2025-40 Land Use Board Appointments.**

**2025-41 Environmental Commission Appointments.**

**Councilwoman Greenblatt inquired about an invoice on the bill list for CME Associates and the difference between the Tourism Trust Fund and Tourism Reserve Fund accounts.**

**Mr. Doherty addressed these inquiries.**

ON MOTION by Gubitosi/DeNoble to adopt the Consent Agenda Resolutions.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**ADOPTED**

**INDIVIDUAL RESOLUTIONS:**

**2025-42 Authorizing Award of Proposal for Professional Engineering Services with CME Associates for Main Street Improvements – Phase I.**

**Councilwoman Greenblatt thanked the Mayor for information provided to her and Mr. Nowicki determining what was determined for this grant. Ms. Greenblatt confirmed this resolution is committing the Borough to this project and that there will be an opportunity for Council and public discussion in the final design phase.**

**Councilman Nowicki stated Main Street is an important asset to the community and feels it will be important to have communication and public engagement early in the design phase.**

**Councilman Weber stated the Environmental Commission has many ideas they are interested in presenting also.**

**Councilwoman Greenblatt asked if CME will be going forward with further grants.**

**Councilman Weber responded Borough has applied for another grant which the Borough will find out about approval in February.**

ON MOTION by Gubitosi/Greenblatt to adopt Resolution 2025-42.

ROLL CALL:

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi

NAYS: None

ABSENT: None

ABSTAIN: None

**ADOPTED**

**2025-43 Authorizing the Advertisement of a Request for Proposal for Professional services for a Charter Study Commission Attorney.**

ON MOTION by Gubitosi/DeNoble to adopt Resolution 2025-43.

ROLL CALL:

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi

NAYS: None

ABSENT: None

ABSTAIN: None

**ADOPTED**

**2025-44 Authorizing the Budget of the Bradley Beach Charter Study Commission and directing the Borough's Administrator and CFO to appropriate same in the 2025 Bradley Beach Municipal Budget.**

**Discussion ensued between Councilwoman Greenblatt, Councilman Nowicki, and Mayor Gubitosi regarding the expenditures and threshold requirements.**

ON MOTION by Gubitosi/Nowicki to adopt Resolution 2025-44.

ROLL CALL:

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi

NAYS: None

ABSENT: None

ABSTAIN: None

**ADOPTED**

**2025-45 Awarding a Non-Fair and Open Professional services contract to Frederick C. Ebenau, C.M.F.O. to perform financial consulting services at a cost not to exceed \$5,000.00.**

ON MOTION by Gubitosi/Greenblatt to adopt Resolution 2025-45.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**ADOPTED**

**2025-46 Awarding a Non-Fair and Open Professional Services Contract to PM Consultants, LLC and appointing PM Consultants, LLC as Temporary Chief Financial Officer of the Borough at a cost not to exceed \$125,000.00.**

**Mayor Gubitosi noted this is an annual cost not to exceed and the Borough will be billed \$185.00 hourly for the temporary CFO and \$135.00 hourly for his assistant. If a permanent CFO replacement is hired, this agreement will be truncated.**

ON MOTION by Gubitosi/Weber to adopt Resolution 2025-46.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**ADOPTED**

**2025-47 Fletcher Lake Commission Reimbursement for 2024.**

**Councilman Weber explained the purpose of this resolution.**

**Councilwoman Greenblatt clarified with Councilman Weber this payment is for 2024 Goose Control Services.**

ON MOTION by Gubitosi/Greenblatt to adopt Resolution 2025-47.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi  
NAYS: None  
ABSENT: None  
ABSTAIN: None

**ADOPTED**

**ANNOUNCEMENTS: None**

**ADMINISTRATOR REPORT:**

Mr. Doherty thanked Mayor Gubitosi and Council for their confidence and the opportunity to serve as the Acting Borough Administrator. Mr. Doherty stated in addition to reporting to the Mayor and Council, he serves the residents and encouraged the residents to contact him at any time with any questions or issues.

**MAYOR AND COUNCIL REPORTS:**

**Councilman Weber**

- Mr. Weber gave the Fire Department and First Aid Squad operational report.
- Announced the Fletcher Lake Commission is cancelled for 1/9/24.
- The Environmental Commission met last night and will be going for the Sustainable New Jersey Certification for 2025.
- Mr. Weber stated he is pleased with the transition of Administration.
- Thanked the DPW for doing a great job with the recent snow.
- The Environmental Commission is looking for one more member.

**Councilwoman Greenblatt**

Stated she is pleased to be a liaison for the Arts Council, Finance Committee, the Fletcher Lake Commission, and the Recreation Committee.

**Councilwoman DeNoble**

- The Board of Education met on 12/17/24 and awarded the Fall Sports Athletes and High Honor Roll Students.
- Announced and congratulated Mrs. Laurel Degnan for being awarded Teacher of the Year and Anya Angeloni the Education Service Provider of the Year.
- Provided the Tourism Commission Report and announced the many upcoming events.
- Ms. DeNoble gave kudos to the Mayor and employees.

**Councilman Nowicki**

Thanked the community for their warm welcome and expressed his commitment to his position on Council.

**Mayor Gubitosi**

- Thanked the employees for their service and warm welcome.
- Mentioned the Fair Share Housing obligations.
- Stated he will be looking into and working on several fee ordinances to be more current with other Municipalities.
- Paula Gavin, President of the BBBCA volunteered to work with the Mayor to revisit the Strategic Planning Committees she instituted in 2019.
- Mayor Gubitosi mentioned his liaison responsibilities to include the Library Board, Finance Committee, and Mayor's Wellness.
- Mayor Gubitosi explained the purpose of Resolution 2025-40 for Land Use Board Appointments.



**Public Comments:**

**In Person:**

Mea Molin, 302 Fourth Avenue, feels transparency will be especially important moving forward.

Nancy Meadow, 805 Beach Avenue, requested the Borough supply an armed security guard for Council Meetings.

Linda Duffy, 312 Brinley Avenue, thanked the Police Department for assisting with an electrical line issue. Ms. Duffy expressed concerns regarding the Parsonage at 319 LaReine Avenue.

Tracie Davidson, 304 Fourth Avenue, announced the PTA is accepting donations for duct tape rolls for a fundraiser being done at the school.

Thomas J. Coan, 612 Third Avenue, stated he hopes to be able to share Charter Study Commission reports with the BA and the public.

Mr. Coan requested the Land Use Board application for 319 LaReine Avenue be resubmitted with a grading plan.

Councilman Weber announced the Board of Education sworn in their new Board Members this evening.

**Zoom: None**

**ADJOURNMENT:**

ON MOTION by Gubitosi/DeNoble to adjourn the Council Business Meeting at 7:50 p.m.

**ROLL CALL:**

AYES: DeNoble, Greenblatt, Nowicki, Weber, Mayor Gubitosi

NAYS: None

ABSENT: None

ABSTAIN: None

**THE COUNCIL BUSINESS MEETING ADJOURNED AT 7:50 P.M.**



Erica Kostyz, RMC, CMR  
Municipal Clerk