

Executive Director's Report – April 9, 2024

FROM – Ted Lewis

RE: Monthly Report – March / April 2024

1. **Personal** – I am away on a long-planned trip: I'll be back for next month's meeting.
2. **Employee Issues** – We (Peter representing the Personnel Committee, Jode Howlett Esq, labor attorney and me) met with Kevin Carrino on March 26. As a result of that meeting, we concluded that the current situation was intolerable; I advised Kevin by Email (the only way I have of contacting him) that my recommendation to the Board was for his termination. Peter will be able to provide additional background at the meeting.
3. **Capital Improvement Bid Opening** – On April 3 we received bids for the Phase 1 construction that was delayed from last year. The low bidder was National Water Main. The bid packages are being reviewed by the engineer's office and will be sent to the attorney's office for his review.
4. **Confined Space Rescue** – We still have not yet received a proposed contract from Asbury Park.
5. **Liberty Point (Howard Commons)** – The additional flow created by the development of Liberty Point (in the past flow from Howard Commons went into Fort Monmouth's sewer system not ours), will have impact "downstream" – larger lines etc. The developer seems to think they should not be held responsible for the cost of the improvements. This matter also raises the question about what "downstream" issues may be caused by the Mall's "Monmouth Square" project since residential use creates far greater flow than retail. Our engineers, as well as those from the Borough and developer, are working on the issue.
6. **Office Space** – we received revised quotes for the furniture shown in the sketches last month – a total of \$15,965 – with unspecified extra amounts for dealing with steps; also, it is unclear if installation of the wall cabinets is included.
7. **Maintenance Yard security** – I have not had time to work on the automatic gate at the shop.
8. **JIF Risk seminar** – The deadline for the JIF risk management seminar is May 1. We receive a credit of \$250 for each member who completes the course (which is available online). To date Ken, Peter and I have completed it.