

**Borough of Highlands
Mayor & Council
Regular/Work Shop Meeting
November 4, 2015**

Meeting Location: Highlands Elementary School, 360 Navesink Avenue, Highlands, NJ 07732

Mayor Nolan called the meeting to order at 7:40 p.m.

Meeting Statement:

Mrs. Cummins read through the following statement: As per requirement of P.L. 1975, Chapter 231. Notice is hereby given that this is a Work Shop/Regular Meeting of the Mayor & Council of the Borough of Highlands and all requirements have been met. Notice has been transmitted to the Asbury Park Press and the Two River Times. Notice has been posted on the public bulletin board.

ROLL CALL:

Present: Mr. Card, Mr. Redmond, Ms. Ryan, Mrs. Wells, Mayor Nolan

Absent: None

Also Present: Mrs. Cummins, Borough Clerk
Tim Hill, Borough Administrator
Patrick DeBlasio, Borough CFO
Bruce Padula, Borough Attorney
Dale Leubner, Borough Engineer

Executive Session Resolution

Mayor Nolan offered the following Resolution and moved its adoption:

**RESOLUTION
EXECUTIVE SESSION**

BE IT RESOLVED that the following portion of this meeting dealing with the following generally described matters shall not be open to the public:

1. Possible Litigation:

2. Contract Negotiations: Highlands Ambulance-VCI Update
COAH RFP's
Health Department

3. Real Estate: Municipal Facility Update

4. Personnel Matters:

5. Investigation:

6. Attorney-Client Privilege:

BE IT FURTHER RESOLVED that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when the need for privacy no longer exists; and

BE IT FURTHER RESOLVED that no portion of this meeting shall be electronically recorded unless otherwise stated; and

BE IT FURTHER RESOLVED that the private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Act:

1. Any matter which, by express provision of Federal Law, State statute or rule of court shall be rendered confidential or excluded from public discussion. Rendered confidential by Federal law or that if disclosed would impair receipt of Federal funds.
2. Any matter in which the release of information would impair a right to receive funds from the federal government.

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3. Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
4. Any collective bargaining agreement, or the terms and the conditions of which are proposed for inclusion in any collecting bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body.
5. **Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investments of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.**
6. Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of law
7. **Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any 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.**
8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. Subject to the balancing of the publics interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124, NJ 478 (1991).
9. Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

BE IT FURTHER RESOLVED that action may be taken after the executive session.

Seconded by Mr. Redmond and adopted on the following roll call vote:

ROLL CALL:

AYE: Mr. Card, Mr. Redmond, Ms. Ryan, Mrs. Wells, Mayor Nolan

NAY: None

ABSENT: None

ABSTAIN: None

The Governing Body then entered into Executive Session.

Mayor Nolan called the Regular Meeting to order at 8:11 p.m.

Mayor Nolan asked all to stand for the Pledge of Allegiance.

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Mayor Nolan asked for a moment of silence for Larry Groehl who passed away. He was a crossing guard for Highlands for 10 years.

ROLL CALL:

AYE: Mr. Card, Mr. Redmond, Ms. Ryan, Mrs. Wells, Mayor Nolan
NAY: None
ABSENT: None
ABSTAIN: None

Consent Agenda:

Mayor Nolan asked if anyone had any items that want taken off consent.

Mr. Card asked to remove R-15-212, R-15- 215 and the Payment of Bills.

R-15-212 – Resolution Authorizing Budget Transfers:

Mr. Card questioned why we are transferring funds.

Mr. DeBlasio explained allocation of salaries. It is a very small transfer.

Mr. Card asked why we didn't budget \$9,000.00 for beach maintenance and clean up.

Mr. Hill explained that it was the recommendation of the governing body that we attempt to pay a higher salary for lifeguards and extend the season. That is the reason for the increase.

Mr. Card questioned sanitation increase.

Mr. DeBlasio explained that the budget was too tight.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD	x		x			
REDMOND			x			
RYAN			x			
WELLS		x	x			
NOLAN			x			
ON CONSENT AGENDA			YES		x	NO

R-15-215 – Resolution Approving 2014 Fire Dept. LOSAP:

Mr. Card that we agreed to certain terms that the Fire Department was required to take sensitivity training in 2014. He would like to hold off on this until the training course has been completed.

Mrs. Wells feels that we are holding back on a years' worth of service. The Borough has not set up the class.

Mr. Card feels that it is not the Borough's responsibility to set up the training. We can assist. The fire department should have scheduled the training.

Mr. Padula stated that it is up to the governing body. It is not related to the LOSAP.

Mr. Hill explained that the trainer that was going to be assigned had to get State clearance. He has contacted the Monmouth Jiff. They have a program. He further explained the program. They will get back to him with dates.

Council continued discussion.

Mayor Nolan wants the training done by the end of the year.

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CARD				x		
REDMOND			x			
RYAN	x		x			
WELLS					x	
NOLAN		x	x			
ON CONSENT AGENDA		YES		x	NO	

Payment of Bills:

Mr. Padula stated that we are removing P.O. #151224 thru #151228 because there isn't a resolution approving them. It is for expenses for the convention. They have to bring receipts back in order to get reimbursed.

Mr. Card questioned the costs of a recent community event that are listed on the Payment of Bills.

Mayor Nolan explained that we received donations by sponsors. Mrs. Cummins will provide copies of the checks.

**RECAP OF PAYMENT OF BILLS
11/04/2015**

CURRENT:		\$	385,378.58
Payroll	(10/30/2015)	\$	123,631.84
Manual Checks		\$	167,802.30
Voided Checks		\$	
 SEWER ACCOUNT:		\$	32,337.03
Payroll	(10/30/2015)	\$	3,635.18
Manual Checks		\$	
Voided Checks		\$	
 CAPITAL/GENERAL		\$	155,262.79
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
 TRUST FUND		\$	10,466.12
Payroll	(10/30/2015)	\$	1,750.00
Manual Checks		\$	
Voided Checks		\$	
 UNEMPLOYMENT ACCT-MANUALS		\$	
 DOG FUND		\$	
 GRANT FUND		\$	12,340.54

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Payroll	(10/30/2015)	\$	1,091.33
Manual Checks		\$	
Voided Checks		\$	

DEVELOPER'S TRUST		\$	
Manual Checks		\$	
Voided Checks		\$	

**THE COMPLETE PAYMENT OF BILLS IS AVAILABLE IN
THE CLERK'S OFFICE FOR ANYONE THAT WISHES TO REVIEW THE LIST.**

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
REDMOND			x			
RYAN		x	x			
WELLS			x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

Consent Agenda:

**R-15-213
Authorizing Stipend to Mr. Wayne Occhipinti,
Department of Public Works**

WHEREAS, upon the retirement of our former DPW Supervisor on January 1, 2013, there was a void and constraints that were in place due to various factors; and

WHEREAS, Mr. Wayne Occhipinti who is employed within the DPW and although not requested of him, has continued to perform a variety of additional tasks and responsibilities without hesitation; and

WHEREAS, Mr. Occhipinti is considered a valued employee and an asset to our town while showing a willingness to help manage the DPW operations on a day-to-day basis; and

WHEREAS, in recognition of his efforts, the Borough Administrator recommends that a stipend of \$2,400.00 be paid on a one-time basis to Mr. Wayne Occhipinti.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Highlands that the Chief Financial Officer is hereby authorized to issue payment of Wayne Occhipinti in the amount of \$2400.00

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD	x		x			
REDMOND			x			
RYAN			x			
WELLS		x	x			
NOLAN						
ON CONSENT AGENDA			x	YES	NO	

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R-15-214

RESOLUTION OF THE BOROUGH OF HIGHLANDS, COUNTY OF MONMOUTH, NEW JERSEY, AUTHORIZING PAYMENT OF ADDED MUNICIPAL TAXES WITHOUT INTEREST TO NOVEMBER 23, 2015

WHEREAS, the Borough of Highlands was scheduled to mail out added tax bills by October 1, 2015, to all property owners, and

WHEREAS, certain County Programs resulted in a delay of the mailing of added tax bills and this delay will result in the imposition of interest payments,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands, County of Monmouth, New Jersey, as follows:

1. That the Mayor and Council hereby authorize the payment of the 4th quarter 2015 added tax bills without interest to November 23, 2015.
2. In the event that the tax bills are not paid by a taxpayer on November 23, 2015, then interest shall be retroactive to the November 1, 2015 due date.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD	x		x			
REDMOND			x			
RYAN			x			
WELLS		x	x			
NOLAN			x			
ON CONSENT AGENDA			x	YES	NO	

**R-15-216
RESOLUTION AMENDING RESOLUTION R-13-121
RESOLUTOIN APPOINTING PERMANENT PART-TIME CASHIER/TYPIST**

WHEREAS, the Borough of Highlands adopted Resolution R-13-121 on June 5, 2013 appointing Donna Conrad as Permanent Part-Time Cashier/Typist; and

WHEREAS, said appointment came with a specific schedule number of hours per week at was set at 22 ½ hours per week; and

WHEREAS, the number of hours needs to be corrected from 22 ½ hours per week to 29 hours per week.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the hours worked per week is hereby increased from 22 ½ hours per week to 29 hours per week.

BE IT FURTHER RESOVLVED that during the heavy collection periods or at the Chief Financial Officers discretion hours may be increased from time to time as needed.

6	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT

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CARD	x		x			
REDMOND			x			
RYAN			x			
WELLS		x	x			
NOLAN			x			
ON CONSENT AGENDA	x	YES	NO			

**R-15-217
RESOLUTION AUTHORIZING AGREEMENT
FOR SPECIAL CITIZENS AREA TRANSPORTATION SYSTEM (SCAT)
BETWEEN THE BOROUGH OF HIGHLANDS AND
THE BOARD OF CHOSEN FREEHOLDERS**

WHEREAS, the Borough of Highlands has a need for eligible residents to have transportation to and from local food markets; and

WHEREAS, the Monmouth County Board of Chosen Freeholders has established the Special Citizens Area Transportation System (referred to as SCAT) which provides such transportation services at a rate of \$155.00 per half day.; and

WHEREAS, the Borough of Highlands has reviewed an agreement for said services for the period of January 1, 2016 through December 31, 2016 and finds it to be acceptable; and

WHEREAS, certification of availability of funds here hereby made contingent upon the adoption of the 2016 Municipal Budget.

Account – Community Center Other Expenses

Patrick DeBlasio, Chief Financial Officer

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the Mayor and Borough Clerk are hereby authorized to execute the attached agreement for the period of January 1, 2016 through December 31, 2016 at a rate of \$155 per half day for the purpose of providing transportation to eligible residents.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD	x		x			
REDMOND			x			
RYAN			x			
WELLS		x	x			
NOLAN			x			
ON CONSENT AGENDA	X	YES	NO			

Minutes Approved on Consent Agenda:

Mr. Card offered a motion to approve the October 7th, 2015 Executive and Regular Minutes, seconded by Mrs. Wells and all were in favor on the following roll call vote:

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ROLL CALL:

AYES: Mr. Card, Ms. Ryan, Mrs. Wells
NAYES: None
ABSENT: None
ABSTAIN: Mr. Redmond, Mayor Nolan

Other Resolutions:

R-15-221 – Resolution Authorizing Wire Transfers:

Mrs. Cummins read the title of Resolution R-15-221.

Mr. DeBlasio briefly explained that this is just a formality due to a change in the bank policy.

**R-15-221
RESOLUTION AUTHORIZING SPECIFIC AGENT
TO AUTHORITY WIRE TRANSFERS ON ALL BOROUGH ACCOUNTS**

WHEREAS, there is a need to authorize the Chief Financial Officer, Borough Clerk and Borough Administrator to have single authority be able to authorize wire transfers as follows:

Current Account	\$5,000,000
Payroll Account	\$5,000,000
Clearing Account	\$10,000,000
Capital Account	\$10,000,000
Master Escrow Account	\$5,000,000

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that effective November 4, 2015 Patrick DeBlasio, CFO, Carolyn Cummins, Borough Clerk and Tim Hill, Borough Administrator are hereby authorized as signer on wire transfer on the specified borough bank accounts held in both TD Bank, National Association and Two River Community Bank.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD		x	x			
REDMOND			x			
RYAN	x		x			
WELLS			x			
NOLAN			x			
ON CONSENT AGENDA			YES	x	NO	

R-15-221 – Resolution Changing Meeting Location:

Mrs. Cummins read the title of Resolution R-15-222.

**R-15-222
RESOLUTION CHANGING THE LOCATION OF COUNCIL MEETINGS**

WHEREAS, the Robert D. Wilson Memorial Community Center has been repaired and is full operation; and

WHEREAS, there is no longer the need to hold Council Meetings at the Highlands Elementary School.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the December 2nd and December 15th, 2015 Council meeting location be changed from the Highlands of the Borough of Highlands that the December 2nd and December 16th, 2015

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Council meeting location be changed from the Highlands Elementary School to the Robert D. Wilson Memorial Community Center located at 22Snug Harbor Avenue, Highlands, NJ.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
REDMOND			x			
RYAN		x	x			
WELLS			x			
NOLAN	x		x			
ON CONSENT AGENDA YES x NO						

Mrs. Wells asked Mrs. Cummins to send a thank you letter to the school.

Supplemental Bill List:

Mrs. Cummins stated that there were eight additional items added to the bill list. Copies are provided in the public packet and for the table. Mrs. Cummins read thru the list.

**NOVEMBER 4, 2015
SUPPLEMENTAL BILL LIST**

- 1- Highlands Elementary- \$255,277.00 current acc
- 2- Henry Hudson School-\$304,313.00 current acc
- 3- Caruso & Baxter-retainer-\$884.92 current acc
- 4- Reg Ass. Of nj-2015 dues- current acct
- 5- M&S Waste Services- October bill-\$34,216.11-current acct
- 6- Party Fair-Community Day-\$128.82-current acct
- 7- Go Dj Mobile- community day-\$500.00-current acct
- 8- Defino Contracting-Bay Avenue Streetscape-\$133,200.16-grant acct

NOTE: The Payments to the Governing Body for advance for expenses for convention in the amount of \$400 each was removed from the payment of bills

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
REDMOND	x		x			
RYAN		x	x			
WELLS			x			
NOLAN			x			
ON CONSENT AGENDA YES x NO						

Committee Reports:

Finance Report

Mr. DeBlasio stated that the tax sale will be on Wednesday, December 9th, 2015. He had a meeting with the Budget Committee last week. He sent out notices to each department. The audit was delivered and distributed to the council and department heads. He further spoke of two notes that will be rolled over.

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Public Safety

Chief Blewett stated that he submitted a report and was posted on the highlands website. He will post them on the Monday before the meeting.

Mrs. Cummins stated that Chief Blewett's report was made available in the public packet as well as to the table.

POLICE DEPARTMENT
BOROUGH OF HIGHLANDS



JOSEPH R. BLEWETT
CHIEF



171 BAY AVENUE HIGHLANDS, N.J. 07732



TEL: 732-872-1158
FAX: 732-872-9240

***Report to Council
November 2015***

- * Kevin Kronberger, 25 years of age, Waretown, was arrested and charged with shoplifting on September 16, 2015 after he was found to have taken two (2) bottles of water from a local business without paying for them. Mr. Kronberger was processed and released on a summons with a future court appearance.
- * On September 19, 2015, Elijah Shabazz, 18 years of age, Highlands, was arrested and charged with (2) cts. aggravated assault with a deadly weapon, (2) cts. unlawful possession of a firearm and (2) cts. possession of a firearm for an unlawful purpose as a result of an investigation into (2) juveniles being shot with a BB handgun. Monmouth County Superior Court Judge set bail at \$180,000.00 with a 10 percent option and Mr. Shabazz was subsequently transported to the Monmouth County Correctional Institution in lieu of bail.
- * Officers arrested and charged (2) male Highlands juveniles for shoplifting as the result of an investigation into merchandise that was stolen from a local business.
- * As the result of an investigation into a suspicious vehicle, officers arrested Andrew Dean, 32 years of age, Fair Haven, and charged him with possession of a controlled dangerous substance (marijuana), possession of a controlled dangerous substance in a motor vehicle, possession of drug paraphernalia and possession of an open alcoholic beverage in a motor vehicle. Also arrested was, Reba Barrett, 37 years of age, and Angela Vogt, 18 years of age, both of Highlands. The two females were charged with possession of a controlled dangerous substance (marijuana) and possession of drug paraphernalia. All parties arrested were processed and released with a pending court appearance.
- * Unknown person(s) removed a pink Island Vista beach cruiser style bicycle from in front of a Shore Drive residence sometime during the early morning hours of September 20, 2015.
- * As the result of motor vehicle stops, the following individuals were arrested and charged with driving while intoxicated. Stephen H. Luz, 48 years old, Holmdel, on September 21, 2015, Timothy J. Olsen, 58 years old, Morristown, NJ, on September 26, 2015 and Alexander D. Prada, 26 years old, Manalapan, NJ, on October 7, 2015.
- * **Administration:**
 - Ordinances

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- In the process of making recommendations for revising parking and traffic ordinances.

- Grants

- Once again, The Highlands Police Department will be participating in the Bayshore DWI Saturation Patrol Grant. The State Division of Highway Traffic and Safety has awarded the department funds covering the cost of hiring off-duty officers for the enforcement of driving while intoxicated laws between October 1, 2015 and September 30, 2016.

- Homeland Security

- Schools are required to conduct security drills within the first 15 days of the beginning of the school year and a minimum of two security drills covering the following: active shooter, non-fire evacuation, bomb threat or lockdown annually.
- Drill
 - On September 17, 2015, officers participated in a drill conducted by the Monmouth County Prosecutors Office Homeland Security Division in cooperation with the Department of Education
- Emergency Warning Systems
 - Both emergency warning systems that are in place were tested during the drill and found to be in proper working order.

- * **Patrol:**

- MOCERT (Monmouth County Emergency Response Team)
 - (1) Incident – October 21, 2015

- * **Training:**

- Firearms – all officers attended the second annual mandatory range qualifications for handguns and familiarization for sub guns.
- Schools
 - DWI Detection and Standard Field Sobriety Testing
 - Ptl. Ryan Clark

- * **Community Policing:**

- Explorers
 - Events
 - Zombie Walk – October 24, 2015
 - Participants assisted this department with traffic control by blocking off streets along the parade route.
 - Bike NY: Twin Lights Bike Ride – September 27, 2015
 - participants volunteered to assist event staff by directing event goers to designated parking areas and directing vehicles to designated parking spaces.
 - Mindful Healthy Games: Bubble Run - September 13, 2015
 - participants assisted this department with traffic control by blocking off streets along the route.
- Presentation

On September 28, 2015, Officers Ruth and Filippone spoke to the elementary school students about Cyber Bullying.

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* Total Calls for Service:	564	
* Arrests:	Adults: 12	(1 for possession of CDS)
	JV: 2	
* Summons: Total:	97	
	Moving Violations: 39	
	Non-Moving: 28	
	DWI: 3	
	Boro Ordinance: 27	

(Statistical Information is from September 16 – October 15, 2015)

Fire Department

Mr. Hill will have in his report.

Administration

Mr. Hill stated that copies of his report were made available to the public and the table. He asked if anyone had any questions or comments to reach out to him.

Mr. Hill spoke of a fundraiser for a First Aid member, Jacob Link, who was involved in an incident outside of town. Additional information is available on line.

BA Report November 4, 2015

1. Department of Public Works / Sanitation Services / Sewer

Brush and leaf pick-up completed for Zones in October. Will continue in November and December. By ordinance, brush placement is only allowed during the first 5 days prior to collection. Bulk-Pick Up: completed for Sept. Next Schedule is December. Please see website for zone detail, additional pick-up information and placement of items to avoid potential summons or violation notice.

- Rounds for trash removal and grass cutting- ongoing.
- Assisted with various special events during October.

2. BUILDING AND HOUSING

- a. Construction Office – (10/1-11/1/15) New Permits 35 Permit Updates: 22, 88 Technical sub-code inspections, Fees = \$28,955.00 Cost of Construction as listed on permits: \$1.6 million
- b. Code Enforcement - (**info. handwritten “ 51 Total Inssp. 37 CO’s 14 failed”**)
- c. Zoning Office: **ZONING:** 15 Approvals, 1 Denial, 2 Zoning Determinations
FLOODPLAIN: 12 Approvals, 7 Letters of Compliance, 1 Preliminary Letter of Compliance, 1 Floodplain Exemption Request 1 Substantial Damage Determination, 3 Flood Zone Determination Letters

3. FIRE DEPARTMENT: Calls: 12, Fire Police assisted with Tinton Falls Community Day and Highlands Zombie Parade. Training: Department conducted Mayday training and air management training at Veterans park using the playground as a simulated structure.

4. OEM / Fire Prevention: Highlands OEM – Followed up with Joaquin related items and breakdown of equipment.

5. FIRST AID: Acceptance of new 4 wheel drive ambulance. Assisted at Trunk or Treat events at HES and HHRS. Conducted “Firefighter Down” CPR training. Monthly: duty clean-up, inventory, stocking of rig. Fundraising efforts underway for HFA member Jacob Link. Members working with us on repair of garage door.

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6. RECREATION DEPARTMENT

- a. Kids on the Move Program - 32 registered – runs from September 21 - June 8, 2016, Monday, Tuesday, & Wednesday afternoons from 3-5 pm at the Highlands Elementary School (until the Community Center is finished.) This program is for Highlands residents ages **8-14**. Please call 732-872-1224 ext. 232 for more information.
- b. High School Teen Nights held Oct. 9th - 20 participants; and Oct. 23rd 18 participants
- c. Halloween Costume Contest held Oct. 30th - 75 participants
- d. Kids on the Move Halloween Bingo & Party held Oct. 28th - 23 participants

Upcoming Recreation Events / Programs

Adult Open Gym Indoor Soccer - Wednesday evenings, December 2, 2015 - March 23, 2016 from 7:00 pm - 9:00 pm at the Henry Hudson Regional School Gym. All participants must register with the Recreation Dept. to participate. You must be at least 18 years old to play and you can register on-site the night you attend. Program slots may be limited. For further information, please call 732-872-1224 ext. 232.

Tree Lighting Event - December 4th at 6:00 pm at Huddy Park, the Recreation Dept. will be providing Hot Chocolate and Cookies during the Tree Lighting.

Holiday Helpers - December 5th from 9:00 am - 3:00 pm at the Robert D. Wilson Memorial Community Center; The Recreation Dept. along with the Henry Hudson Key Club will be offering Free Child Care Service for busy Holiday shoppers. The event is for Highlands and Atlantic Highlands children ages 5 to 11 and will include games, activities, arts & crafts, and a snack. Please send your child with a bagged lunch. You must fill out a registration form at the time you drop your child or children off.

Breakfast with Santa - December 12th from 9:00 am - 11:00 am at the Robert D. Wilson Memorial Community Center. Bring your camera for pictures with Santa Claus! More details to follow.

7. ADMINISTRATION

- a. Continue work with professionals, State OEM and FEMA reps with regards to all Sandy Related projects.
- b. Various meetings held throughout October: State OEM, T&M Assoc., HBP, Santorini Construction, Clam Depuration, Budget Committee, Tomaino (Architect), and contractors for various projects – Streetscape, Shore Drive, Bay Street and others.
- c. Assisted with all utility related install issues at Community Center.
- d. Provided assistance and input as required for various October special events.
- e. Request made for minor road repair quotes at identified locations.

Board of Education

Ms. Ryan stated that she attended the Board of Education Convention last week. The Tri-District presented a report on Planning for the Future. She further explained how they came to a consensus on various issues. She will make the link to watch the presentation available to anyone interested when she receives it.

Highlands Business Partnership

Mrs. Cummins stated that a report was submitted and made available to the public as well as the table.

November 4, 2015 – Council Report

Marketing & Events

Fall Into Highlands – Seastreak Oktoberfest was a success considering there was little advertising and a short window of time to do so. There was a Seastreak courtesy shuttle available for those who wanted to stay in town and take advantage of great Oktoberfest specials our businesses had to offer from 4-7PM.

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The Seastreak Oktoberfest was also open to the public. The event will grow attracting more visitors from NYC and the region in 2016.

15th Annual Oktoberfest –Oktoberfest took place Saturday, October 17th, 1-6PM, this was rescheduled from October 4th due to weather. Attendance was lower than normal due to the postponement and colder weather. We are still paying event expenses and awaiting a few final invoices, we will give a final report at the next meeting.

1st Annual Zombie Parade & Pub Crawl –Highlands first Zombie Parade and Pub Crawl took place on October 24th. We had a good turnout for a first time event. There were a lot of families and children in attendance, and everyone seemed to really be having a good time. The pub crawl was well attended.

Holiday Tree Lighting and Holiday Lights – The Holiday Tree Lighting will take place on December 4th, (rain date Dec. 5th) at 6PM at Huddy Park. The Henry Hudson A Capella Choir, Highlands Girl Scout troop and Carol Elaine Dancers will be performing. There will be free hot chocolate and goodies courtesy of the Highlands Recreation Department and free horse & buggy rides courtesy of the HBP. We will be having a Holiday Lights Contest that is open for any residential home within the Highlands Borough limits. You will be able to enter online at www.highlandsnj.com. You must register by December 18th, judging will take place on December 19th.

Visual Improvement

Muralist Jim Kovic is in the final phase of the project. He has been working on the wall to complete the last postcards.

Economic Development

Veterans Park Boardwalk – A project meeting was held with Tim Hill, Councilman Card, Robbie Herold, Ken Braswell, Diane Gunter and Carla Cefalo, HBP to review outstanding issues and implement the final phase. We are looking forward to a ribbon cutting ceremony sometime in the spring.

We are in the planning stages of our 2016 calendar and will present to the council for approval in early December to meet the county and state tourism advertising deadlines.

Shared Services

Mr. Hill stated that the Borough of Atlantic Highlands will be submitting the new Sewer Operations Shared Service Agreement for the daily running of our Sewer Plant. He intends to have the agreement for the second meeting in December.

Mayor Nolan inquired if there was a response on the DPW Shared Services with Sea Bright.

Mr. Hill replied that he will reach out to them one more time.

Public Portion:

Carol Bucco of 330 Shore Drive asked if the Fire Department members get double points if they are members of two fire departments.

Kevin O'Donnell of the Highlands Fire Department explained that each has a separate point system.

Mrs. Wells added that you get Highlands's LOSAP credit if you show up on a Highlands truck.

Carol Bucco spoke about two council members abstaining from the minutes. She understood that if you read the minutes that you don't have to abstain.

Mayor Nolan said that is not his understanding.

Kim Skorka of 315 Shore Drive asked about the sale of Borough Vehicles that are no longer in use and when the sale will be.

Mr. Hill explained that we are in the process of liquidating. There is not a target date yet.

Kim Skora asked what the ramifications will be if the Fire Department does not do the sensitivity training by the end of the year.

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Mayor Nolan stated that there are none. They will not penalize 30 members because of one person.

Kim Skorka inquired about hotel reservation on the Payment of Bills and if it's for the Council Members.

Mayor Nolan stated that he is not attending the convention. He added that the reimbursement was pulled from the Payment of Bills.

Mr. Card would like to have an ordinance in the future that outgoing council does not go. Every penny counts. They could go but we would not pay.

Brief discussion continued.

Barbara Ianucci of 28 Shrewsbury Avenue suggested that newly elected council get a discount to attend the convention and questioned the transfer of funds to other line items.

Mr. DeBlasio explained that the funds are needed to complete the rest of the year. We need to meet any bills that come in. He further explained.

Barbara Ianucci spoke of an increase in a water bill at Veteran's Park.

Mr. DeBlasio explained that there was a contractor working there.

Carolyn Broullon of 12 Miller Street questioned Resolution R-15-221 wire transfer amount.

Mr. DeBlasio explained that this enables us to transfer money when debt service is made. He further explained.

Carolyn Broullon asked if the resolution wording can be changed from single authority to more than one authority to sign off. She also requested for the committee reports to add the number of summonses issued from the Code Enforcement Officer.

Arnie Fuog of Valley Street asked what work is going to be done on Valley Street.

Mr. Hill explained that we applied for the DOT Grant to do Valley Street.

Mr. Card added that it covers the whole street.

Arnie Fuog inquired on what type of work will be done.

Mr. Card stated that it will be for resurfacing. Storm water projects are on the table. The road will get dug up. Their hope is to repave a percentage of the road with the DOT grant.

Loriann Nolan of Snug Harbor invited all Veteran's and the community to a Girl Scout Veteran's Day service at the Community Center at 7:00 p.m. on Wednesday, November 11th. The Boy Scouts will be there as well.

Mayor Nolan thanked all for coming out for the Community Day and congratulated the two new council people who won the election.

There were no further questions.

Mayor Nolan offered a motion to adjourn, seconded by Mrs. Wells and all were in favor.

The Meeting adjourned at 8:53 p.m.

Debby Dailey, Deputy Clerk