

ORGANIZATION MEETING – JANUARY 3, 2017

BOROUGH OF HIGHLAND PARK
TUESDAY, JANUARY 3, 2017

An Organization Meeting of the Mayor and Council of the Borough of Highland Park was held in Borough Hall, 221 South 5th Avenue, on Tuesday, January 3, 2017, at 7:03 PM.

The Clerk reported that the Middlesex County Board of Elections had certified the election of Councilperson-elect Philip George as a member of the Borough Council of the Borough of Highland Park, and that once he has subscribed to the Oath of Office and Allegiance, he is qualified to assume his duly elected position on the Governing Body. The Clerk presented him with his Certification of Election from the County Board of Elections.

Assemblyman Patrick Diegnan administered the Oath of Office and Allegiance to Councilperson-elect Philip George.

The Clerk reported that she received official Election Results from the County of Middlesex for the General Election held on November 8, 2017. The late Councilman Jon Erickson was reelected for a three-year term. As a result of the death of Mr. Erickson, there is a vacancy on the Council. Pursuant to the New Jersey Vacancy Act, N.J.S.A. 40A:17-11, the Highland Park Democratic Municipal Committee advised that it will not be submitting nominees to fill the vacancy. Consequently, the Borough Council may fill the vacancy. The Clerk asked for nominations to fill the vacancy.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-17-01A

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that due to the passing of Councilman Jon Erickson, Matthew Hersh is hereby appointed to temporarily fill the Council vacancy, effective immediately; and

BE IT FURTHER RESOLVED that Matthew Hersh shall serve until such time as a candidate is elected to fill the remainder of the unexpired term at the General Election to be held on November 7, 2017.

Mayor Gayle Brill Mittler administered the Oath of Office and Allegiance to Councilperson Matthew Hersh.

Mayor Brill Mittler called the meeting to order at 7:08 PM and read the Open Public Meetings Statement.

Rabbi Esther Reed delivered the invocation.

Present: Mayor Brill Mittler; Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh, Welkovits; Borough Attorney Schmierer; Borough Administrator Kovach; Borough Clerk Hullings.

Absent: None.

The Mayor re-introduced newly sworn Councilpersons George and Hersh.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-17-01

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Rules of Order dated January 3, 2017, and on file in the office of the Borough Clerk shall be and are hereby adopted as the Rules of Order for this Council for the year 2017.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman Hersh, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-17-02

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mission Statement attached to the original of this resolution and on file in the office of the Borough Clerk shall be and is hereby adopted as the Mission Statement for the Borough of Highland Park.

Mayor Brill Mittler called for nominations for President of Council for 2017. Councilman Fine nominated Councilwoman Welkovits to continue as Council President, and the nomination was seconded by Councilman George.

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Councilman George made a motion that nominations be closed and Councilwoman Welkovits be elected by acclamation. The motion was seconded by Councilman Fine, and carried by the following roll call vote:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman Walsh, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-17-03

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Standing Committees of said Council for the year 2017 shall be and are hereby established as follows:

RECREATION AND ARTS Councilpersons GEORGE, Walsh, Foster-Dublin.

ECONOMIC DEVELOPMENT & PLANNING Councilpersons WELKOVITS, Fine, George.

FINANCE Councilpersons FINE, Welkovits, Hersh.

HEALTH & HUMAN SERVICES Councilpersons HERSH, Foster-Dublin, Fine.

PUBLIC SAFETY Councilpersons FOSTER-DUBLIN, Hersh, Walsh.

PUBLIC WORKS & PUBLIC UTILITIES Councilpersons WALSH, George, Welkovits.

BE IT FURTHER RESOLVED that the first Councilpersons listed above for each Committee shall serve as Chair of that Committee.

Mayor Brill Mittler asked each council member to give the annual reports for their area.

Annual Council Reports:

Councilwoman Foster-Dublin reported that the Highland Park Police Department responded to a total of 18,995 calls for service. The Officers made 215 arrests and issued approximately 4,700 motor vehicle summonses and 165 local ordinance violations. In addition to routine training mandated by the N.J. Attorney General's guidelines, all Police Department employees received cultural sensitivity training in the African American culture; LGBT culture and the Southeast Asian women's culture. The cultural sensitivity training sessions were conducted by volunteers from various law enforcement agencies and civilian groups. Over the last several years, Police Department employees have received similar training in the Muslim, Asian Indian, Orthodox Jewish; and Chinese cultures and it welcomes volunteers from other cultures who may be interested in conducting an educational seminar. The Police Department continued to enhance its culture of community policing in 2016. Two new bicycles were added to the fleet this past year thereby allowing officers to visit places that a patrol car can't access. Along with a motorcycle patrol and periodic walking beats, Officers are better able to interact with the public on a more personable and approachable level. This past August, the Police Department sponsored its annual National Night Out celebration where the goal is for the public to come out and meet and mingle with their Police Officers in a united front against crime. This event saw hundreds of people attend and enjoy free food, refreshments, and enter a free raffle for such prizes as bicycles, flat screen televisions, iPads and gift certificates. All of the prizes were made possible by the generous donations of our businesses. Other community related events sponsored by the Police Department included a Junior Cadet Police Academy that was conducted for one full week in the summer. This popular program, spearheaded by our Youth Officer, Joe Curbelo, provided students in the 6th through 9th grades the opportunity to learn police procedures while interacting with and getting to know our Police Officers. This position of Youth Officer was created this year and we now have a Police Officer dedicated to issues involving juveniles. We have received very positive feedback about this position so far and plans are underway to construct a youth center at South 6th Avenue and Benner Street. This will be a place where juveniles can meet and mingle for after school activities. The Police also teach the LEAD (Law Enforcement Against Drugs) curriculum to the 6th through 8th grade students in the Bartle School. While the students receive valuable information on drug abuse, they also develop a lasting rapport with the Officers and are more comfortable approaching them when they are in need of help. Another popular program for our youth is a periodic rewards program whereby children receive a coupon for free ice cream or pizza whenever an Officer sees them riding their bicycle while wearing a safety helmet. If the child does not have a helmet, they are given a free one, courtesy of AAA (Automobile Association of America). The Police Department, in conjunction with the DEA (Drug Enforcement Administration) conducted Operation Takeback in May and October. A large quantity of unwanted or expired prescription drugs were able to be disposed of in a safe manner. 2016 saw the retirement of two veteran Police Officers. Sgt. Joseph Olarra Sr. retired in June after 25 years of service and Capt. Scott Golden retired in December after 31 years of service. Three new Police Officers were hired and graduated from the Morris County Police Academy in November. They are: Sade Edens, Joseph Olarra, Jr. (son of retired Officer Joseph Olarra Sr.) and Bryant Fitzgerald (grandson of retired Police Officer Eveleen Fitzgerald). All three officers are currently on the road with a Field Training Officer. In order to meet the newly adopted state mandated security procedures, the Police Department hired a Class II Special Law Enforcement Officer in June. James Feaster, who is retired from the New Brunswick Police Department, has been hired for that position and this has proven to be an effective and cost savings measure. A new Police Department Records Clerk was hired in July. Her name is Megan Berry. Finally, the Police Department acquired 18 body cameras this past year with half the cost being funded through a federal grant program. All patrol officers are now equipped with a body camera. This is in addition to all patrol vehicles that are equipped with dash cameras. This will enhance the Police Department's ability to continue serving the public in a professional and transparent manner. The Highland Park Municipal Court had 4,672 traffic cases filed; 156 criminal complaints filed; 4 cases sent to the mediation program, 25 wedding ceremonies and 129.5 hours of court session time. With the new laws in effect January 1, 2017 for criminal justice reform and bail reform, there was plenty of preparation that occurred during 2016. Tracey Horan, Court Administrator, attended multiple training and

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teaching sessions throughout the year and spent more than 31 hours training for the changes. Linda Simons, Deputy Court Administrator, also attended training for the reforms and will attend some training early in 2017. Nicole Marques, Violations Clerk, has completed half of the classes required by the Administrative Office of the Court for accreditation. She will complete the other half this year. Nicole has been a great addition to the Court. They are in the process of obtaining an SUV vehicle for the Office of Emergency Management to serve primarily to transport the CERT Team members to emergency calls in the Borough. It was obtained through the County at no cost to the Borough. The CERT Team responded to two major fires in the Borough and assisted with comforting/sheltering the residents and assisting at the scene. The CERT Team participated in the Street Fair, 4th of July Celebration and the Arts Fair, providing patrol services at the events. The Highland Park First Aid Squad answered over 1,100 calls, 5 of which were CPR saves. They were present at the several significant fires Highland Park had this year, in order to keep the firefighters and residents safe and healthy. They have approximately 35 members and are looking forward to continuing their services to the Borough. The Fire Department had 511 calls, 7 large fires, 9 small fires and they had 3 new members added to the department. They participated in many town events throughout the year. She took a moment to thank all the members of the public safety team for keeping Highland Park safe. She also thanked all the employees for all they do to make Highland Park a great place to live. She wished everyone a happy and prosperous 2017!

Councilman Fine reported that in 2016, as Chair of the Health and Human Services Committee, he had the great opportunity to work with volunteers who are dedicated to enhancing the quality of life in our wonderful Borough. In January, 2016, the Human Relations Commission, under the leadership of Ashton Burrell, ran a spectacular event in honor of the Reverend Dr. Martin Luther King, Jr.'s Birthday, which featured a keynote speaker, Sarah Collins Rudolph, the fifth little girl, the only survivor of the 1963 bombing of the 16th Street Baptist Church in Alabama. In February, the Borough Council adopted a resolution sponsored by the Health and Human Services Committee, urging our State lawmakers to enact legislation banning the transfer and possession of all 50 caliber firearms in New Jersey. In April, due to the work of the Mayor's Wellness Campaign, and its Chair Dr. Clifton Lacy, the Borough of Highland Park was designated as New Jersey's first HeartSafe Municipality. With donated Automatic External Defibrillators in key places and the number of CPR trained individuals we have throughout the Borough, as a HeartSafe Community, we are in a solid position to promote survival from sudden out-of-hospital cardiac arrest. In May, the Mayor, Council and the Mayor's Wellness Campaign celebrated this new designation and the enhancements to our community preparedness through a borough-wide educational event at Borough Hall. In June, the Highland Park Board of Health and its Chair Diane Heimlich helped introduce an ordinance to license establishments that sell electronic smoking devices, which was adopted by the Council. The annual license fee is \$600. The license fees collected are already being used to fund educational anti-smoking programming in Highland Park. The Human Relations Commission's Annual 9/11 Day of Discussion Task Force, chaired by Greg Trevor and Allison Salerno, organized and conducted a successful and well-attended program titled Destigmatizing Mental Health Care: Remembering September 11 with a Day of Discussion in Highland Park, which was held at the Highland Park High School Cafeteria on September 11th. The Highland Park Free Public Library, which continues to be a vital community center for every Highland Park resident, was open more often in 2016. In addition to its regular hours, the Library was open on Saturdays and Sundays, from September – December for the first time in 5 years. The Highland Park Food Pantry, under the leadership of Janice Ballou and the heads of the Food Pantry's subcommittees, superbly provided food for over 300 families in Highland Park in 2016. The Commission on Universal Access, under the leadership of its Chair, Diane Feldman, addressed handicapped parking spaces, reaching an invisible community, and advocated for an Inclusive Playground to be built in Highland Park. In 2016, the Highland Park Housing Authority continued to seek financially prudent ways that will enable it to make necessary upgrades and improvements to the 124 affordable housing units it is responsible for managing. In November, the Health and Human Services Committee was responsible for the introduction of an ordinance to create a Highland Park Identification Card program, which was spearheaded by now Council Member Matt Hersh. The ordinance creating a Municipal ID card program was adopted by the Council in December. The Borough will continue to work with the New Jersey Alliance for Immigrant Justice to implement this important program in 2017. Finally, please know that I remain committed to enhancing the quality of life of Highland Park residents, exploring ways to stabilize property taxes, encouraging mixed-use development in Downtown Highland Park, and focusing on preservation to protect our environment.

Councilman Walsh reported that the success experienced over the last year is possible in no small part to the leadership of Kim McGraw, Andrea Baay and Pandora Scooter. The leadership of these women is tirelessly administered to bring quality. It was another successful and productive year for the Highland Park Senior/Youth Center. They had over 1,500 senior members registered with the center. This included members that participate in various programs, utilize the transportation services and access the Social Worker throughout the year. They also have a number of seniors who reside outside of Highland Park that participate in the programs. The members enjoyed a variety of daily activities, programs, exercise classes, local outings, shopping trips, special presentations, workshops, monthly luncheons, parties, educational and health related programs and lecture series. Highland Park senior members have access to free local transportation all around town during regular business hours. Medical appointments out of town throughout Middlesex County are available Monday-Thursday between 9:00 AM and 2:30 PM. They host a number of exercise classes at the center that are extremely beneficial and popular with the members. They include body refit, exercise with Donna, chair yoga, tai chi, healthy bones and health ease. Many of these exercise programs are free to members including the newly added taiji morning exercise program. For group activities, they offer painting classes 3 times per week, chorus, piano instruction, knitting & crocheting, monthly afternoon tea and discussion groups, craft & jewelry making projects and the very popular Monday movie program. They also host a variety of ESL classes that include conversation Chinese and the well attend Yiddish group. In 2017, they plan to implement conversation Spanish classes. Many of the members enjoy a host of weekly games that include bingo, bridge, card games, mah jongg, pool and ping pong. The members always enjoy stopping by the center each morning for the Continental Breakfast or to have a cup of coffee and visit with friends. The seniors enjoyed the Spring and Winter concerts performed by the Highland Park High School Band

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and the Master Choral group. In June, they hosted the 12th annual “Dancing under the Stars” senior program. This is an evening that everyone looks forward to all year long. Over 140 participants danced the night away and enjoyed a sit down candlelit dinner. Special guests were members of the Police Department, Borough Hall staff and members of the Borough Council. They assisted with serving and dancing. Carl and Carol Wilson were crowned 2016 Prom King and Prom Queen. The event was sponsored and funded by the Highland Park Municipal Alliance Grant. Each year, the members enjoy an assortment of holiday parties. The Thanksgiving Luncheon was a big hit with musical entertainment provided by George Manikas. The 26th annual Lion’s Club Holiday Party was held on December 17th and the seniors enjoyed an afternoon of lunch and singing. The Senior Holiday Luncheon took place at the Pithari Taverna and the seniors enjoyed a choice of delicious dishes and an afternoon filled with entertainment by Gordon James. In 2016, the center partnered with the Rutgers University Mason Gross School of Arts to provide a special studio recital in May for the seniors. The afternoon movie program is a hug hit with the members and an average of 20-30 seniors attend each movie that is shown 2-3 times per month. In 2016, the center had a tremendous amount of support from local businesses. Many local restaurants sponsored, contributed or provided the center with discounts for the monthly luncheons. Many thanks to Aposto, Dunkin’ Donuts, El Sol, Park Deli, Pithari Taverna, Sultan Wok, Ruthie’s Bagels and Stop & Shop. Each monthly luncheon is attended by over 120 seniors. The center had approximately 20,800 attendees in 2016, averaging 70-90 seniors per day. Additional services provided to seniors included: AARP defensive driving and driver safety courses, blood pressure clinics, brown bag programs, caregivers support group, computer classes, continental breakfast program, on-site podiatrist, barber service, stroke screenings, life line screenings, farmers market vouchers, flu shot clinics, leaf raking/snow shoveling assistance, tax assistance, and senior outreach and assistance. The Council on Aging met five times this year. Meetings were well attended and much was accomplished in 2016. Two new members joined the committee and give guests attended meetings throughout the year. The Highland Park Senior/Youth Center will continue using the “MySeniorCenter” Program. Over the past few years, each member has re-registered and has a picture taken in the system. Every senior has been assigned a personalized key tag that they can use each time they access the center. A large touch screen monitor is placed at the reception desk along with the scanner for the key tags. When the key tag is scanned, the monitor will allow the senior to see what type of activities and programs are happening at the center that day. The system also has a program that allows them to register seniors who speak a different language the ability to view all information in the language that they use. The program has helped keep better track of how many seniors are accessing the facility. In 2017, they will be utilizing this system for the transportation services and creating daily schedules for the drivers. In 2016, Senior Outreach served 1,810 people 60 years and older and an additional 1,500 people under age 49. The Social Worker provided 15 home visits to homebound residents. 30 clients were provided with SHIP services. In the coming year, the department will research and apply for new grants that will help the community and the Borough. In September, a group of seniors traveled to Ocean City, Maryland for a 4 day/3night trip. The trip included an all you can eat seafood buffet, guided tour of Assateague Island, a visit to Casino at Ocean Downs, and they enjoyed Ocean City’s beautiful beach and exciting boardwalk. In 2016, a new service was made available to the seniors and added to the monthly schedule. Mike the Barber now provides haircuts to seniors for a discounted rate. Mike will be available the 2nd Thursday of each month from 12:30 p.m. to 3:30 p.m. Mike also provides home visits to homebound residents. The Medical Driver, Lawrence Paterson, recently obtained his CDL certification and can now drive the senior bus, enabling the center to once again schedule special monthly trips to afternoon matinee’s and dinner theaters. In 2017, they will be implementing a new lunch program on Tuesday’s. The meal will include an entrée, salad and dessert. The Highland Park Senior Center will be partnering with Jewish Family Services of Middlesex County and the Orchid in Metuchen to provide lunch. Suggested contribution of \$5.00 for the meal. They are currently in the bid process for a new ADA accessible minivan for senior medical rides. They hope to start updating the senior/youth center with a fresh coat of paint in the activity rooms and lobby area, purchase blinds for the windows and get new furniture in the lobby. The Department of Community Services, Office of Recreation offers various programs, activities, and events throughout the year that appeal to a wide range of people throughout the community. In addition to youth sports and activities, they offer adult sports, activities and community events. During 2016, the Office of Recreation served over 1,800 participants and their families. The youth sports programs are built around helping children to learn sports through the teaching of fundamentals, including individual skills and team play, in an environment of fun and fitness. They offer team sports seasonally; soccer in the fall, basketball in the winter, and baseball and softball in the spring. They are grateful to the many coaches who volunteer their time to work with the youth sports teams. The Office of Recreation employs seasonally, youth from the community, who work as referees, scorekeepers, and umpires. Many of the employees have participated in the programs throughout their childhoods, and now they have the opportunity to work with the current participants. They also offer instructional programs for youth in flag football, tennis, track and field, and spring soccer clinics. New programs being offered include table tennis for youth and adults, chess class, juggling and the very popular youth theater program. The Borough of Highland Park was pleased to run the Highland Park Summer Day Camp, Teen Camp, Sports Camp and, new this year, the Special Needs Camp. These programs serve children from Highland Park, nearby towns, as well as International students. The day camp children participated in science and nature, arts and crafts, recreation, cooking, music, Chinese, water fund, Mr. Ray performances, a talent show, weekly pool visits, trips to IPlay America, Liberty Science Center, Hurricane Harbor, and Crayola; summer fun in Donaldson Park with inflatable bouncers and water slides, banner/spirit contest, Halloween costume dress-up day, and super hero spirit week. The sports camp held weeks in basketball, track, baseball/softball, wrestling, tennis, soccer, and football. All had tons of fun and the program was financially sustainable. They will be holding their yearly equipment/cleat exchange in the early spring. This great community-wide recycling program allows residents to donate their unneeded, gently used/new sports equipment and cleats to those who are in need of these items. The adult recreational programs include classes that run in 10-week sessions: Israeli dance, fitness for all workout, tai chi, volleyball and basketball. In the spring/summer months, they offer an adult softball league for women which fielded 8 teams and an adult co-ed softball league, which fielded 8 teams. They offer adult “open” programs on the turf. Time periods are reserved for those interested to participate in open soccer. The annual fireworks event brings thousands of local residents to Donaldson Park for an evening of music, activities, food and

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fireworks. There are local vendors, presentations by youth and adult groups, bands play until dark when the sky lights up with a wonderful fireworks presentation. The holiday dinner was enjoyed by over 100 residents who had a four course dinner including fresh baked breads, fresh tossed salads, turkey, fresh veggies and an assortment of baked goods and desserts. He thanked the many volunteers and sponsors who make each year's Christmas dinner such a wonderful event. In addition to the fantastic dinner, guests enjoyed live music, gifts and a visit from Santa. The Recreation Advisory Committee meets every other month at 7PM at the Senior/Youth Recreation Center. The purpose of the committee is to offer suggestions and input regarding future and current programs and activities that would enhance youth and adult recreation and the quality of life for the residents of Highland Park. There are currently 2 adult and 2 youth positions open on this committee. There will also be opportunities to work on specific programs and activities in a volunteer capacity. The newly formed Arts Commission has 6 active members who represent the diversity of Highland Park's community and the diversity of art forms we can experience. They are in the process of pulling together an art inventory, which will include an art event calendar, and art resources in Highland Park. In 2017, they plan to create an art specific page on the borough website where this and other great information about the arts can be found. They held their first multiple day arts workshop in the fall. These workshops, centered on improvising, were divided into 4 sessions that covered thinking on your feet, collaborating, building off others, and building and freeing your imagination. Building off this success, the Arts Commission won a grant from the Middlesex County Cultural & Heritage Commission. The grant is for an 8 week spoken word workshop. They also hosted their first storytelling night entitled, "How I got to Highland Park" with the Highland Park Public Library. This great event offered an amazing opportunity for residents to learn from each other and share a little about themselves. At Arts in the Park, they hosted hour long workshops focused on teaching new and emerging artists the basics of music, improve and drawing. They initiated an art survey with 60 responses. The full report will be presented to the Planning Board, but the major need identified by survey participants, is a communal art space for performance and visual arts. They are moving forward with plans to build a sculpture project in Donaldson Park. They have identified several locations that they believe will be suitable for permanent sculptures, but have found through the process there are many questions they still need answers, ranging from what materials are suitable, to how do they keep the sculptures from floating away in an area that floods fairly regularly. They are working to form a partnership with Middlesex County and Rutgers to host a temporary sculpture pilot project for the summer. They hope this pilot will engage emerging art students and help to answer questions about logistics.

Councilman George reported that 2016 was an active year. Despite the noise and clamor of the 2016 Presidential Election, there was significant activity with the Borough of Highland Park within the areas where he was the Council Liaison. They started a Parking Study Group to look into the issue of parking, whether it is on the street in the downtown areas, or in connection with development. First, with the assistance of Jeff Perlman from Main Street Highland Park, they compiled a "primer" on parking concerns, success stories, failures and best practices, as well as the contemporary trends in electronic connectivity which are changing how America utilizes parking. Second, upon recommendations, the Mayor appointed a group which reflects broad participation in parking problems and solutions, including representatives from Main Street, the Highland Park Police Department, Department of Public Works and the Redevelopment Agency. Also appointed were merchants and residents who expressed concerns about downtown parking. Meetings were held monthly, and in between, members were reading through the primer and beginning to make observations to bring to the discussion. This Fall, the group decided to conduct a Utilization Study to get actual information about how long cars were parking, where the most parking occurred, and when, and this is still in progress. The final report is being assembled; there will be recommendations for parking, enforcement problems and longer term planning in conjunction with zoning and planning concerns. In connection with parking and also beginning to incorporate concepts from Complete Streets and Sustainable Highland Park, they took formal neighborhood walks in areas which have not gotten the same focus all the time. By talking to commercial property owners and residents, they were able to revise sidewalk designations and change parking patterns to accommodate the large volume of pedestrian traffic in those areas. As a result of several running conversations with redevelopment, concerning problems implementing our Redevelopment Plan due to the scattered sites and the properties which were missed, and getting developers interested in coming to Highland Park, we began the process to adopt a designation of the Borough as an area in need of rehabilitation, which was just finalized in December. This involved several public discussions at redevelopment meetings, public presentations by the Borough Planner, the Mayor, himself and others, and two hearings before the Planning Board with presentations by the Planner and detailed discussions with the Planning Board members. To implement this plan, the Planning Board recommended that a Screening Committee be formed to do early screening of plans before costs spiral for both the Borough and the developer, and get an early "take" on whether a plan is workable, any anticipated difficulties, and the sustainability of the plan to the particular area. Beyond the regular and required public meetings, the plan includes meetings with interested neighbors, public presentations and more open discussions. Our Zoning Master Plan is scheduled for review by law this year. With the new developments noted above, this year should be a robust review with an eye to incorporating new parking ideas, redevelopment and rehabilitation, as well as incorporating more reference to affordable housing and the conclusion of long term litigation regarding housing. Main Street Highland Park had a very successful year, with high turnouts for their 5K run, Street Fair and Arts in the Park. Main Street has also begun to look to expand events along Woodbridge Avenue and serve that area of the Commercial District by attracting residents and business. More downtown events are in the planning stage to showcase the growing small business presence in town. They had a very successful year conducting our Quarterly Board Chairs meetings, where the heads of our Zoning Board, Planning Board, Redevelopment Agency and Main Street meet to complain about him and the Mayor, but more importantly, share ideas, concerns, trends, problems and generally keep each of the other boards advised of what is new and what is happening in their meetings. There is a surprising commonality of concerns, but when we started, each Board often did not know what the others were thinking, planning or what sorts of applications were appearing before them. Along with the increase in information sharing among Boards, they have been able to incorporate other Borough initiatives into a more coherent pattern in Highland Park. For instance, in a Zoning Board application

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where routing of sidewalks and maintenance of mature trees were an issue, the Board, because of sharing ideas with other initiatives applied a Complete Streets analysis to work out a solution with the applicant and also meet the Complete Streets criteria. He's looking forward to 2017 as a year when things happen in Highland Park to refresh its vibrant community and get "boots on the street" and bricks in the ground for the benefit of the taxpayers, residents, future residents and merchants.

Councilman Hersh invited everyone to the Human Relation Commission's Dr. Martin Luther King, Jr. Humanitarian Awards Program. The event will take place on Monday, January 16, 2017 at 7 p.m. at the Highland Park High School auditorium. This year's honoree is Lt. Gary Panichella. The keynote speaker this year will be Juanita Collier, Highland Park's most senior African American resident. Guests include Rabbi Esther Reed, Senior Associate Director at the Rutgers University Hillel. For more information, residents should contact Human Relations Chair Ashton Burrell at aburrellhp@gmail.com. He thanked Mayor Brill Mittler. It's an honor, after all that they've worked on together, to be sworn in by her. It is an awesome responsibility being up here and he can't begin to thank her enough for all the support she has provided over the years. He also offered his respects and deep gratitude to the family of the late Councilman Dr. Jon Erickson. He also thanked his family, his wife, Christine, his children, Rubin, Ilana and Philip. He is honored to serve as Council Liaison for Health and Human Services. He looks forward to working with the Housing Authority, Board of Health, Human Relations Commission, Commission for Universal Access and the Mayor's Wellness Campaign and others to make sure that every resident has equal access to everything the borough provides. Because they have so many active and engaged volunteers on our boards and commission, our primary job is to provide gateways for them and to create opportunities for them to achieve their goals. He's excited to work with the Mayor and Council, the Police Department and all first responders, the local non-profits, houses of worship and community organizations in achieving resident empowerment and a local government that serves the needs of all residents. A few highlights from 2016 include work on the Digital Data Task Force which looks toward additional tax stabilization opportunities by saving administrative expenses through digitizing of the borough's data. He thanked Dr. Matthew Hale who chairs the task force and oversees a committed group as they work to streamline the amount of time spent on filing and retrieval of files through digitizing, so that employees have more time to work on action items that advance their municipalities. Eventually, the task force will also work with the Borough's Public Information Committee on creating a full interactive website. Another program is the municipal ID program. Once launched, it will engage the community at large as well as provide important identification for all residents, including immigrants, children over age 14, seniors, and residents new to the area. In addition to serving several practical purposes, including ensuring access to municipal services, discounts at participating stores and other incentives, the ID will serve as a point of community pride. The nascent Immigration and Refugee Task Force held its first formal discussion in 2016, which included Councilwoman Foster-Dublin, Johanna Calle of the NJ Alliance for Immigrant Justice, and Craig Garcia, Policy Director for the NJ Chapter of the Working Families Alliance. Any actions this task force recommends will be tailored to the Borough's needs and done in cooperation with municipal agencies, departments, boards and commissions

Councilwoman Welkovits thanked distinguished guests and residents for joining us at the annual Reorganization Meeting and welcomed them to Highland Park 2017. She first wanted to say how incredibly grateful she is for being able to serve on this strong Council in the town she loves. She thanked each of her fellow councilmembers for their hard work, collective support, and camaraderie. We often end our long, late night meetings with uncontrollable giggles and laughter, that is, after we get the hard work done. Special thanks to our innovative Mayor, whose energy and motivation is contagious. She thanked the dedicated and talented staff, most of whom make Highland Park their second home. Those that work and live here, she is more proud of. Lastly, we are only successful for the rare mix of amazing talent, creativity, and hard work, of our many volunteers that step up to participate. She thanked them all. Highland Park has long been known as a courageous little town willing to take on difficult issues, often being first or at the forefront; New Jersey's 1st Green Community, 1st to ban fracking and fracking waste, 1st heart healthy community, and people take note, often other towns or Counties follow suit. She thanked our distinguished guests who continue to support our efforts. For the past 2 years she chaired the Public Works and Public Utilities Committee, which includes the Department of Public Works, Code Enforcement, Environmental Commission, Sustainable Highland Park, Shade Tree Advisory Committee and our new Safe Walking and Cycling Committee, and they've been very busy. She is proud to say that they've made many accomplishments, many of which are firsts, some lay the groundwork for future improvements, and all will have long-term positive impact, keeping Highland Park the most sustainable and a great place to live. She started 2016 working with the new Director of Code Enforcement, Scott Brescher, and they thoroughly reviewed the certificate of occupancy and basic minimum fees for new buildings and renovations and compared that data to other towns, the first time these have been updated in 25 years. This allowed us to hire an additional staff member to help process the high volume of building permits we had this year, and expect to have for the next couple of years. She is happy to report they have had no delay in turnaround time. She thanked Scott and the entire Code Enforcement team. Special thanks to Don Rish, Public Works Department Head, and Foremen Frank Troy and Mike Wiczorkiewicz, who together, have nearly 120 years of expertise in Public Works. She thanked the entire staff and crew for tending to our infrastructure and keeping the Borough working and safe. They expanded their automated garbage pick-up further redeploying 2 fulltime crew members to work on other important tasks, such as brush trimming, leaf bag pick-up, pothole repair, and general maintenance. They collected 1,266 tons of curbside, single-stream recycling, down by 3% from last year. They collected 3,469 tons of waste for the landfill, a small increase of about 1%. They reduced expenses by limiting bulk pick-ups to 5, which maximized efficiency, and they were able to do that simply by planning and coordinating with the town wide garage sale and Main Street events. They collected a total of 255 tons, however, that is a 20% increase in tonnage from last year, and it's costly. This signifies that they could do a lot better with curbside recycling, and they've got a solution. They realize that recycling can be confusing. What do I do with yard debris, vs leaf bag pick up, vs tying sticks in no longer than 4 foot bundles, and what about all the rules for electronics? Since recycling is mandated by the State, they bring to the residents (1) a customized new app and (2) a new Shared service, with special thanks to our Recycling Wizard and Clean Communities Coordinator, Foreman Frank Troy. To be released this month,

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they introduce their first app, Recycle Coach. This smartphone app will improve residents' access to recycling questions, information, and all pick-up scheduling. Residents will have the choice to link it to their calendar, to send them reminders of garbage, recycling, or bulk pickups, or changes to the schedule due to holidays. A search engine allows residents to search for recycling rules by material. The app also provides another very important function, reporting and communicating with the Borough. Public works doesn't see every hanging tree limb or pothole, but this app will allow residents to take a quick photo of the problem, add a description, and send it immediately to the Borough so that DPW can act on it. This versatile app is paid entirely through Clean Communities grant funds, and is free to residents. This is an action item recommended by Sustainable Jersey, and their goal is to continue to increase their rate of recyclables, cut down on landfill costs. When a large vendor stopped offering electronics recycling last year, many towns stopped offering it too. The Borough quickly organized interest with New Brunswick and Metuchen and found another vendor, ERI, to service our communities. Clearly, our small town doesn't generate the volume for a service contract but together, we formed a shared services agreement to seamlessly continue to offer residents a drop-off electronics recycling service, at no cost to the Borough. For the first time since 1998, the Borough is compliant with NJDEP. No fines, all clear. Back in 1998, the Borough had an old oil tank removed from the DPW lot, yet there was no record of our final filing with the agency. The Borough has one last set of reports being done that are due in March, 2017 and then they are clear until 2022. This year they installed their first brine machine, which they've already started to use. They can now make and store a non-toxic slush and apply it to the street surface before weather hits; and when weather does hit the surface, it immediately starts to melt, preventing any icy buildup, making it easier to plow, and safer for everyone.

Mayor Brill Mittler delivered her State of the Borough Address and on motion made by Councilman George, seconded by Councilwoman Welkovits, and carried by unanimous affirmative voice vote; the Borough Clerk was directed to spread the Mayor's Address upon the official minutes of the meeting, as follows:

"2016 was an unpredictable year for the country, but a successful and rewarding years for Highland Park.

"I am happy to report on our progress in our four main areas of focus, and an additional area, transparency and resident involvement.

"Tax Stabilization: The Parking Task Force will be presenting their findings and recommendations within the next few weeks.

"PSE&G is renting a former Borough owned landfill at the Upper Meadows to create a solar field, repurposing this unused piece of land. This will not only increase our revenue, but it will make clean energy usage of a contaminated site without costly clean-up.

"We are continuing to benefit from shared services with New Brunswick, Woodbridge, and the Board of Education, providing more efficient and tax-saving services for our residents.

"Our downtown development projects are progressing, as we have named a Conditional Developer for one of our proposed projects, and have designated all of Highland Park to be an Area of Rehabilitation, which expands our opportunities for smart growth in town.

"Our community is growing in the way of housing as well. New developments throughout town have resulted in over \$532,700 of new net tax revenue in 2016.

"Economic Development: A number of new shops opened in town this past year, including a new art supply store, clothing store, vintage shop, mobile phone store, and more.

"We have also upheld the reputation of our downtown by passing a Massage Parlor ordinance to ensure the safety and character of our community.

"The arts bring a new life into our downtown and we are doing many things to encourage them.

"The Rite Aid store partnered with Rutgers University's Mason Gross School of the Arts to showcase artwork in nine windows facing South 4th Avenue. The artwork is produced and curated on a rotating basis by Mason Gross students.

"Arts throughout the community are thriving, especially with our rejuvenated Arts Commission. They planned a number of events and programs to spark the creativity of our residents, including storytelling and book making.

"Infrastructure: Highland Park has a long history, and with that comes an older infrastructure. Like many older, densely populated municipalities in New Jersey, our gas and water lines are in frequent need of repair.

"Recently, PSE&G upgraded a number of gas lines in the Borough. Major road gas lines were repaired this year and more side streets will be upgraded throughout 2017.

"Our Department of Public Works is now using a special salt brine mixture, which they make themselves, to pre-treat roads before they freeze. This prevents bonding of ice and snow to the road, making plowing more efficient and roads safer during the winter.

"Continuing our reputation of being New Jersey's first Green Community, once again this year, we achieved the coveted Silver Sustainability from Sustainable New Jersey.

"As a Tree Community, we take the beauty and importance of our trees seriously. In 2016, we introduced our new Tree Dedication Program. Through this program, residents can honor someone by purchasing a plaque for an existing tree in town. Visit www.hpboro.com to dedicate a tree in honor or memory of a loved one or friend.

"To ensure the safety of our residents, we lobbied the DOT and got them to reduce the speed limit on upper Raritan Avenue to 35 mph. Additionally, new crossing signs, a one-way street designation, and new parking lines were installed to enhance pedestrian and vehicular traffic in that area.

"The State finally released Transportation Trust Funds in the second half of 2016. We are now able to resume the street repairs that were started earlier this year.

"Quality of Life: We have a diverse population in Highland Park, both ethnically and economically. With the percentage of our children on free or reduced lunch hovering between 35% and 38%, it became evident that something had to be done to ensure these children have a nutritional lunch when school is not in session. Our HP Gives a Hoot program, funded by the kind donations of our residents, has served almost 400 lunches to children in 2016. The program offered 10 scholarships for our HP Recreation Camp and sent 4 high school students to YouthRoots mentorship sleepaway camp last summer.

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"We recently passed an ordinance to produce ID cards for all residents of Highland Park, including undocumented immigrants. This ID card is accepted for all municipal services, including the Library, Food Bank, Recreation and more.

"I appointed a new Refugee/Immigrant Task Force to find the best ways to help our new immigrants acclimate to life in Highland Park.

"We broke ground and are working with an architect to finalize plans for construction of our new Highland Park Teen Center for all our high school aged residents.

"Our Police Department hired three new officers this year to help patrol our town and better serve residents.

"Our seniors remain a priority. Aging in place is a real possibility in Highland Park. This year, our Senior Center hired a full-time driver to transport our senior citizens to appointments throughout Highland Park and Middlesex County, as well as to take them on trips.

"Healthy living is important for all of us. Once again this year, all of our residents were invited to our Mayor's Walks in the spring, summer and autumn. When the weather changed, our Stretch with the Mayor classes were held throughout the winter.

"Our Recreation Department continues to offer many sports programs for children and adults which encourage active lifestyles.

"The Highland Park Library provides ongoing programming and movies for residents of all ages.

"In 2016, Highland Park became the first municipality in New Jersey to be designated a HeartSafe Community. Staff and residents were trained in usage of defibrillators. These devices have been strategically placed in all municipal buildings throughout town. Several retailers have also purchased the defibrillators. The status makes us more ready to handle the first signs of heart failure.

"Transparency/Resident Involvement: As many of you know, it is a priority of mine to be open and transparent, and I aim to embolden residents to volunteer and participate in the municipal government.

"Our award-winning Park Partners Community Grant Program is a perfect example of this. This grant program, which offers up to \$2,000 each for up to 5 projects which will benefit the community, is now in its fourth year, and we received the highest number of applications this year. The community voting session, in which the community votes for the winning projects, is February 12th, 3-5 p.m. at the Senior/Youth Center.

"We have also held a number of open public meetings on key topics, such as the Area of Rehabilitation designation and the Buck Woods project, which have been well-attended and successful in helping residents understand these topics and voice their concerns. I appreciate the participation and input of our residents, and look forward to continuing this type of communication.

"We have completed many projects this year, and are just beginning some others. I look forward to our continued progress and development in the coming year, and encourage everyone to get involved and participate in our many programs and volunteer opportunities. Working together, we can make 2017 a landmark year for Highland Park!"

Consent Agenda Resolution Nos. 1-17-04 through 1-17-22 were duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

The following resolution, introduced by the Recreation and Arts Committee, was duly adopted as above.

No.1-17-04

WHEREAS, the Borough of Highland Park, with the adoption of Ordinance No. 1049 has created a Department of Recreation, and

WHEREAS, the Mayor and Council believe that the participation of dedicated citizens to assist with the planning, funding and supervising of the recreation programs to be undertaken by the Department of Recreation will help to provide excellence in such recreation programs;

NOW, THEREFORE, BE IT RESOLVED that a Recreation Advisory committee is hereby created for the year 2017 consist of thirteen members who are residents of the Borough as follows:

- * Chairperson
- * Two (2) secondary school student members
- * Twelve (12) additional members, two (2) of whom may be non-residents of the Borough of Highland Park

All of said members shall be appointed by the Mayor with the advice and consent of the Borough Council, provided that the student members shall have been recommended by the Principals of their respective schools, and said members shall serve until the Reorganization Meeting in January 2017; and

BE IT FURTHER RESOLVED that the members of the Recreation Advisory Committee shall meet at least quarterly and shall have the following responsibilities:

- * Advise the Recreation Director on recreation matters within the Borough;
- * Facilitate communication between residents and the Recreation Department staff;
- * Assist with program operations and supervision when requested by the Director;
- * Assist with fund raising and sponsorship activities.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted as above.

No.1-17-05

WHEREAS, the Borough of Highland Park has a vast inventory of shade and ornamental trees and shrubbery on its streets, highways and public places; and

WHEREAS, the Governing Body recognizes a need to preserve, maintain and nurture this valued resource;

NOW, THEREFORE, BE IT RESOLVED that a Shade Tree Advisory Committee is hereby created for the year 2017 to consist of fifteen (17) members who are residents of the Borough of Highland

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Park. All members, including the designation of chairperson, shall be appointed by the Mayor with the advice and consent of the Borough Council; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that members of the Shade Tree Advisory Committee shall conduct the following activities:

1. Advise the Department of Public Works on the care and planting of shade and ornamental trees and shrubbery now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;

2. Advise the Department of Public Works on the use of ground surrounding said trees and shrubbery, as may be necessary for their proper growth, care and protection now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;

3. Advise the Department of Public Works on the removal of any trees and shrubbery, or part thereof, and advise on subsequent replantings as appropriate for trees and shrubbery now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;

4. Advise Borough officials on the passage, alteration, amendment and repeal of ordinances necessary for carrying out the provisions hereof;

5. Encourage arboriculture and horticulture;

6. Maintain the tree inventory; and

7. Develop and maintain a comprehensive master plan for planting and maintenance; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that nothing contained in this Resolution shall be construed to make any Shade Tree Advisory Committee or any member thereof responsible for the death or injury of any person, or for any injury to any property or highway tree or shrub.

The following resolution, introduced by the Health and Human Services Committee, was duly adopted as above.

No.1-17-06

WHEREAS, the Mayor and Council of the Borough of Highland Park have determined that a need exists within the community for a food pantry to serve Highland Park residents; and

WHEREAS, there exists appropriate space at the Highland Park Senior/Youth Center to house and conduct a food pantry; and

WHEREAS, the Mayor and Borough Council have determined that a food pantry should be established and a local food pantry committee should be organized to staff and run the activities of the food bank;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Highland Park Community Food Pantry is hereby established within the Highland Park Senior/Youth Center, 220 South 6th Avenue, Highland Park, NJ; and

BE IT FURTHER RESOLVED that the Highland Park Community Food Pantry Committee shall be and is hereby established and will consist of the following:

1. The Mayor;

2. The Chair of the Borough Council Standing Committee on Health and Welfare;

3. Twelve (12) Regular Members and two (2) Alternate Members, who shall be residents of the Borough of Highland Park, to be appointed by the Mayor with the advice and consent of Borough Council, for terms to expire December 31, 2017.

BE IT FURTHER RESOLVED that the purpose of the local Food Pantry Committee shall be to conduct the following activities:

1. Coordinate with the Middlesex County Food Organization & Outreach Distribution Services (M.C.F.O.O.D.S.) for the collection and distribution of food and necessities to assist those in need in Highland Park.

2. Prepare a plan of operation for the local Food Pantry and eligibility guidelines for recipients of the distributed products.

3. Recruit volunteers to assist in the activities and operation of the Food Pantry.

4. Prepare a report to Mayor and Council on or before December 31, 2017 of their recommendations as to the following matters:

a. The proposed composition and duties of a Food Pantry Committee.

b. Matters, which they deem appropriate and necessary to the smooth operation of the Highland Park Food Pantry.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-07

BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

1. There is hereby reconstituted in the Borough of Highland Park a Safety Committee.

2. The Committee shall consist of eleven (11) members, consisting of the Insurance Commissioner, one representative from each of the four bargaining units and one Department Head or representative from each of the Borough buildings, to be appointed by the Mayor and Council, and that Donald Newton shall serve as the Safety Coordinator for the Borough of Highland Park.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-08

WHEREAS, it is critical that the Borough of Highland Park strive to better communicate with its residents so that they are aware of events, programs, requirements and other public issues; and

WHEREAS, the Borough currently addresses the need for public communication through a variety of channels; and

WHEREAS, the Mayor and Borough Council deem it in the public interest that resident communication efforts be helpful, consistent and coordinated for the good of the community; and

ORGANIZATION MEETING – JANUARY 3, 2017

WHEREAS, the Mayor and Borough Council wish to establish a commission for the purpose of advising and assisting the Borough with its public communication efforts.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park as follows:

1. The Borough of Highland Park Public Information Commission be and the same is hereby created.
2. Said Commission shall be comprised of seven (7) members, all of whom must be residents of the Borough of Highland Park. The Commission shall consist of the following members:
 - A. Four (4) residents will be at-large members.
 - B. One (1) member shall be the Main Street Highland Park Liaison.
 - C. One (1) member shall be the Library Liaison.
 - D. One (1) member shall be the School District Liaison.
3. Each member shall be appointed by the Mayor with the advice and consent of the Council to a two (2) year term, however, two (2) of the at-large members shall be appointed for an initial term of one (1) year and the remaining two (2) at-large members shall be appointed for a term of two (2) years.
4. The Commission shall be charged with providing advice to the Mayor and Council of the Borough of Highland Park concerning the development of a comprehensive public communications program for said Borough in order to advise and educate Borough residents concerning various public events, programs, requirements and other public issues.
5. The Commission shall oversee and coordinate the efforts of the Cable Television Advisory Committee, the Highland Park Quarterly, the Borough’s website, the Borough’s e-mail system and all other modes of public communication by the Borough.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-09

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following schedule of meetings for the year 2017 be and the same is hereby adopted.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, and the Star Ledger and filed with the Borough Clerk.

SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR 2017

January	5	2017 Adjourned Meeting	6:30	PM
		2017 Organization Meeting	7:00	PM
January	12	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
January	19	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
January	26	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	2	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
February	9	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	17	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
February	23	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	1	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
March	8	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	15	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
March	22	Standing Committee Meeting /	7:00	PM

ORGANIZATION MEETING – JANUARY 3, 2017

		Special Meeting (if needed)		
April	5	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
April	12	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
April	19	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
April	26	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
May	3	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
May	10	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
May	17	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
May	24	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
		Special Meeting (if needed)		
June	14	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
June	21	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
July	12	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
July	19	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
August	9	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
August	17	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
September	6	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
September	13	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
September	20	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
September	27	Standing Committee Meeting /	7:00	PM
		Special Meeting (if needed)		
October	12	Council Committee Meeting	(Wed.) 6:00	PM

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		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
November	1	Council Committee Meeting (Wed.)	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
November	22	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
December	6	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
December	13	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
December	20	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
December	27	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM

All Borough Council Meetings are held in Borough Hall, 221 South 5th Avenue, unless otherwise indicated. The Governing Body may take official action on matters at Special Meetings as well as Regular Meetings, as needed. The time Conference Meeting begins is dependent on Regular Meeting adjournment. Unless otherwise moved, Conference Meetings are scheduled to be called to order by 9:00 P.M.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, and the Star Ledger, and filed with the Borough Clerk.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted as above.

No.1-17-10

WHEREAS, pursuant to the provisions of Section 6, of an ordinance entitled "AN ORDINANCE TO PROVIDE FOR THE COLLECTION OF REFUSE AND TRASH WITHIN THE BOROUGH OF HIGHLAND PARK, AND TO PROVIDE FOR MANDATORY RECYCLING OF SPECIFIED MATERIALS BY THE RESIDENTS AND COMMERCIAL ESTABLISHMENTS OF THE BOROUGH OF HIGHLAND PARK", adopted July 19, 1988, being known as Ord. No. 1146, the Borough Council shall adopt by resolution regulations governing the collection of all items;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the following revised regulations shall be and are hereby adopted, to wit:

a. There shall be no collections by the Department of Public Works on the following legal holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Lincoln's Birthday
5. Good Friday
6. Memorial Day
7. Fourth of July
8. Labor Day
9. Columbus Day
10. Veteran's Day
11. Thanksgiving Day and the Friday After
12. Christmas Day.

b. Regular Refuse Collection

Residents:
North Side and Triangle – Every Monday
South Side – Every Friday

Small amounts of yard debris, brush and branches, which are part of regular refuse will be collected on Friday on the South Side and on Monday on the North Side. If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

c. The Business District:

Business District:
Mondays and Fridays

If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

d. Bulk Items:

Bulky waste within the Borough of Highland Park will be collected on the following dates:
Business District: April 6, June 8, August 3, September 21 and December 7.
North Side and Triangle Area: April 6, June 8, August 3, September 21 and December 7.

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South Side: April 13, June 15, August 10, September 28 and December 14.

e. Mandatory Recyclables:

Business District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is every Tuesday.

Residential District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is as follows:

North Side and Triangle - Every Tuesday.

South Side - Every Thursday.

If your pickup falls on a borough holiday, pickup will be on Wednesday of the same week.

f. Leaves:

Leaves are collected for recycling in Biodegradable leaf bags in November and December only, on a weekly basis.

Placement and Removal of Containers - Containers of regular refuse and recyclables should be placed at curbside no sooner than 6:00 p.m. or one hour before sundown of the day prior to the scheduled pickup and no later than 6:30 a.m. on the day of collection. Containers shall be removed no later than one hour after sundown on the day of collection.

The Superintendent of Public Works and the Borough Administrator will designate who within the Department will enforce this ordinance.

BE IT FURTHER RESOLVED that these regulations shall take effect as of the 1st day of January, 2017.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-17-11

WHEREAS, NJSA 40A:4-63 provides that money held in any separate fund shall be treated as moneys held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that PNC Bank shall be the depository for the Magistrates Account and the Bail Account of the Borough of Highland Park for the period ending December 31, 2017 and the custodian shall be Judge Edward H. Herman, Municipal Court Judge.

BE IT FURTHER RESOLVED that all disbursements shall be made by check signed by Judge Edward H. Herman, Municipal Court Judge, or Tracey Horan, Municipal Court Administrator.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-17-12

WHEREAS, NJSA 40A:4-63 provides that money held in any separate fund shall be treated as moneys held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Wells Fargo, Highland Park Office, shall be the depository for the Middlesex County Election Account of the Borough of Highland Park for the period ending December 31, 2017 and the custodian shall be Joan Hullings, Borough Clerk.

BE IT FURTHER RESOLVED that all disbursements shall be made by check signed by Joan Hullings, Borough Clerk.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-13

WHEREAS, the Borough Council of the Borough of Highland Park has received requests from individual employees that personnel discussions involving them be held in open session; and

WHEREAS, the Borough Council desires to formulate a policy for use in such cases that is consistent with the Open Public Meetings Act, N.J.S. 10:4-6 *et seq.*,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following policy is hereby adopted with respect to possible closed sessions dealing with personnel matters:

1) except in cases of bona fide emergencies all closed sessions - personnel matters will be listed in the agenda for the Conference or Regular Meeting at which such matter may be discussed and will show the name or names of the personnel involved;

2) agendas for all Conference and Regular meetings will be prepared, posted on the Open Public Meetings Bulletin Board in Borough Hall and available for distribution by the Borough Clerk by no later than 3:00 p.m. on the day preceding the Conference or Regular meeting;

3) in situations where the need for closed session arises after preparation of the meeting agenda, the Borough Clerk will be notified and every reasonable effort will be made to notify the affected personnel as far in advance as possible of the meeting at which his, her or their personnel matter may be discussed;

4) motions for Closed Sessions, the procedures during such sessions and all other matters relating to such sessions and the matters discussed and decisions reached in such sessions will be governed by the Open Public Meetings Act;

5) requests for open personnel sessions will be submitted on the form available in the Borough Clerk's office or a similar form;

1) employees or their representatives will be afforded an opportunity to comment during open personnel sessions but no cross-examination or dialogue will be allowed;

2) notice of this policy will be given to Borough employees by inclusion with their paychecks and/or via email at least twice each year in January and July.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-14

BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

1. That The Home News Tribune, of East Brunswick, NJ, shall be designated as the official newspaper of the Borough of Highland Park.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

ORGANIZATION MEETING – JANUARY 3, 2017

No.1-17-15

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures are hereby adopted for the year 2017, to wit:

1. That the following formula be used in those instances where the Governing Body agrees to reimburse residents for programs offered to the disabled by other municipalities upon request of the disabled individual or his or her guardian in order to insure access to Borough programs under the Americans with Disabilities Act:

$$\text{Difference of non-res. \& res. Fee} \times \frac{\text{\# of hrs. of Borough Program}}{\text{\# of hrs. of Outside Program}}$$

In no case shall the reimbursement be more than the difference between the non-resident and resident fee.
2. That the "Policy for Furnishing Public Information", pursuant to NJSA 47:1a-1 et seq., as subsequently amended, shall be adopted as official policy of the Borough for 2017.
3. That the "Policy Manual for the Use of Municipally Owned Buildings", as subsequently amended, shall be adopted as official policy of the Borough for 2017.
4. That upon seventy-two (72) hours notice to the Borough Clerk, the Borough of Highland Park will consider requests for auxiliary aids by any individual with a disability as defined under the Americans with Disabilities Act, and that the individual's choice of auxiliary aid will be given primary consideration and will be honored, unless another effective means of communication exists or that the use of the means chosen creates an undue financial or administrative burden.
5. That the Façade Improvement Program Policy, including Associated A.D.A. & Awning Programs, shall be adopted for the year 2017, as subsequently amended.
6. That the Facility Use Alcohol Permit shall be required to be approved prior to the rental of the Senior/Youth Recreation Center.
7. That the Policy for Maintenance of Trees in the Borough Right-of-Way by Residents shall be adopted for the year 2017.
8. That the Mayor, Borough Administrator or Borough Engineer shall be authorized to sign any and all permits and applications with the State of New Jersey Department of Environmental Protection.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads and the Borough Engineer forthwith.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-16

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures concerning administrative and organization matters are hereby adopted for the year 2017, to wit:

1. That the Borough Administrator, Borough Attorney, Borough Auditor, and all Department Heads shall be required to attend the Council Meeting at which any public information session or public hearing on the budget is held and any meeting at which it is anticipated that the budget is to be adopted. Any person who may be required to attend and not so named will be given at least ten (10) calendar days notice.
2. That the Borough Administrator, all Department Heads, Borough Attorney, Borough Engineer or Designee, Borough Auditor or Designee, and Borough Planner or Designee shall attend the Annual Reorganization Meeting of the Mayor and Council to be held during the first seven days of January of each year and that Department Heads be required to attend all Committee Meetings of the Governing Body.
3. That the Procedures to be Followed in Seeking and Accepting Grants from Governmental and Privately-Funded Sources of Support shall be adopted as official policy of the Borough for 2017.
4. That the Borough Council will not approve any expenditure of municipal funds, by either direct payment or reimbursement, when said funds are used for dinner meetings, gifts, or any other purposes not associated with the official function of any Board, Commission, Committee, Authority or Agency of the Borough of Highland Park.
5. That the "Personnel Manual and Handbook", as subsequently revised, shall be adopted as official policy of the Borough for 2017.
6. That police weapons, being public property, will not be given to members of the Borough of Highland Park Police Department upon their retirement, termination of employment, or under any other circumstances.
7. That the Co-Sponsorship Policy shall be adopted as official policy of the Borough for 2017.
8. That the Exposure Control Plan, a complete copy of which is filed in the office of the Borough Clerk, shall be and is hereby adopted for the year 2017.
9. That the Borough Administrator be directed to establish as a priority the exploration of new cooperative agreements in the areas of personnel, equipment purchases, and repair and maintenance.
10. That Borough Hall and the Senior/Youth Recreation Center will modify work hours on Tuesdays by remaining open until 6:00 PM, with Borough Hall closing on Friday at 1:00 PM.
11. That Borough Hall and the Senior/Youth Recreation Center will modify work hours in the summer by going to a four (4) day, 35 hour workweek schedule, with Borough operations closed on Fridays in the summer between the Fourth of July and Labor Day.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads forthwith.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-17

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following are designated in the positions opposite their name for the year 2017:

<u>NAME</u>	<u>POSITION</u>
Kathleen Kovach, Borough Administrator	Insurance Commissioner to the Garden State Municipal Joint Insurance Fund

ORGANIZATION MEETING – JANUARY 3, 2017

Joan Hullings, Borough Clerk	Alternate Insurance Commissioners
Shayne SantaLucia, IT Coordinator	
Donald Newton, Detective	Safety Officer
Joan Hullings, Borough Clerk	Assessment Search Officer
Leann Cosley Richardson, Human Resources Coordinator	Affirmative Action Public Agency Compliance Officer
Kathleen Kovach	Tax Search Officer
Frank Troy	Recycling Coordinator
	Clean Communities Coordinator

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the above.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-18

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following financial procedures are hereby established for the year 2017:

1. That the following banks shall be designated as depositories for the Borough's accounts, and the custodian of these accounts shall be the Chief Financial Officer:

BANK

Bank of America
PNC Bank
Provident
Wachovia
Unity Bank

2. That withdrawals from the Petty Cash checking account shall be made on forms provided and signed by the Borough Administrator, Chief Financial Officer or Treasurer.
3. That withdrawals from the following accounts shall be made on forms provided and signed by Borough Administrator or Chief Financial Officer or Treasurer and the Mayor:

Current	Dog License	Payroll
Trust Other	Capital	
Claims Fund	Water & Sewer	
Assessment Trust	Grants	
Water & Sewer Capital	Tax Collector's Trust	

4. That the following banks shall be designated as depository for the Borough's investment accounts and the custodian of these accounts shall be Chief Financial Officer or Treasurer:

Bank of America PNC Bank

5. That the Tax Collector shall be directed to collect interest at 8% per annum on the first \$1,500.00 of delinquency, and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date when any tax installment shall be payable and delinquent until the date said installment together with interest is paid, provided, however, that if any installment is paid within ten (10) days after the due date, then in that event there shall be no interest charged.
6. That petty cash funds be established in the following departments for the amounts designated, to wit:

Finance Department	\$400.00
Police Department	250.00
Fire Department	50.00
Public Works Department	200.00
Community Service	200.00
7. That the Borough Administrator shall be and is hereby authorized and directed to make, negotiate or award all purchases, contracts, or agreements, the cost of which does not exceed \$5,000.00, without a further resolution of this Council, except those purchases, contracts or agreements approved by the Library Board of Trustees; and that the Borough Council will continue to approve by individual resolutions all purchases, contracts and agreements, the estimated cost of which is in excess of \$5,000.00, except those purchases, contracts or agreements approved by the Library Board of Trustees.
8. That cash drawers are hereby established in the following departments and amounts in order to make change for in-person cash payments:

Tax Collection Department	\$100.00
Violations Bureau	100.00
Police Department	40.00
Borough Clerk's Office	50.00
9. That the Borough Administrator be directed to continue the investigation of the feasibility of a joint purchase program, a joint equipment usage program, and a joint business management program in conjunction with the Board of Education, pursuant to Highland Park Resolution No. 10-92-427.
10. That the Borough Tax Collector is hereby authorized and directed to schedule and conduct a tax sale during December, 2017, for all taxes and municipal charges unpaid as of November 11, 2017.
11. That the "Cash Management Plan" as adopted by Resolution No. 4-98-174 on April 7, 1998 and attached to the original of that resolution shall be and is hereby adopted as policy to be utilized for the Borough of Highland Park for 2017, as required under NJSA 40A:5-14 of the Local Fiscal Affairs Law. Certified copies of this resolution shall be filed with the Director of the Division of Local Government Services, the Borough Auditor and the Chief Financial Officer of the Borough.
12. That the Borough Tax Assessor is hereby authorized to file counterclaims in tax appeals for certain properties that said Tax Assessor determines to be under assessed rather than over assessed, subject to the concurrence of the Tax Appeal Attorney.

ORGANIZATION MEETING – JANUARY 3, 2017

13. That the Borough Tax Assessor is hereby authorized to file tax appeals, on behalf of the Borough, as it may become necessary from time to time, to correct, amend, or update the records of said Tax Assessor.
14. That the Borough Tax Collector is hereby authorized to process, without further action by the governing body, the cancellation of any property tax refund of less than \$10.00, or any property tax delinquency of less than \$10.00, or any water and sewer refund or delinquency of less than \$1.00, together with interest, per calendar year.
15. That certain services provided by the Borough Attorney, Borough Auditor, Borough Engineer, Bond Counsel, and/or Planning Consultant shall be considered as approved within the meaning of the respective Professional Service Agreements when:
 - a. The Borough Administrator authorizes work which is estimated and does, in fact, not exceed ten hours;
 - b. The Mayor, or the Council President, authorizes work which is estimated to and does, in fact, not exceed ten hours;
 - c. Approved by resolution of Council.

Authorizations made under sub-paragraphs a. and b. shall be reported at the next Agenda or Conference Meeting.

16. That Borough owned properties be exempt from water and sewer charges pursuant to Resolution No. 11-02-424.
17. That the Municipal Court is hereby authorized to accept credit card payment of Court fines subject to appropriate bank procedures.
18. That the Community Services Department shall refund fees deposited in the Recreation Trust Fund for trips and events with the approval of the Borough Administrator with a \$5.00 administrative fee to be deducted at the discretion of the Borough Administrator.
19. That 50% of the fines collected for handicapped parking violations shall be designated to the Highland Park Commission for Universal Access, to be used at their discretion.
20. That a 2% processing fee be assessed for use of credit cards for payments of water & sewer and tax bills, both in person and on-line.
21. That the Finance Director is authorized to process off-duty overpayments, as directed by the Police Department, in an amount not to exceed \$1,000.00, without a further resolution of this Council.
22. That the Finance Department is authorized to process bills for payment, without signatures from the vendor, for State Agencies, County Agencies, Municipal Agencies, Utility Companies and other agencies that utilize lock boxes for payments (examples: FedEx, UPS, Pitney Bowes, The Home News Tribune, The Star Ledger, etc.).

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the above departments.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-17-19

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following certain fees are hereby established for the year 2017:

1. That copies of official records requested by members of the public and other non-Borough persons, offices and entities shall be available through the Borough Clerk or other custodian upon payment of the following fees, which shall be based upon the total number of pages or parts thereof for each document for which a page or pages are requested:

8 ½ " x 11" paper	\$.05	per page
8 ½" x 14" paper	.07	per page
11" x 17" paper	.07	per page
Election District Map	.75	
Zoning Map	1.50	
DVD/CD w/case	.90	
Blue burn Gramco CD	1.79	
2. That copies of police records maintained by the Police Department which are requested by members of the public and non-Borough offices and entities shall be available upon payment of the following fees for documents, pages or parts thereof:

Motor Vehicle Accident Reports and Investigation Reports

In person requests:

8 ½ " x 11" paper	\$.05	per page
8 ½" x 14" paper	.07	per page
11" x 17" paper	.07	per page
Other Than In person requests	Flat fee of \$5.00; plus cost of mailing	
Discovery	per page charge plus cost of mailing when applicable	
Copying video tapes	requestor shall provide sealed tape	
Audio tape reproduction	requestor shall provide sealed tape	
Insurance Claims (in person or mailed)	per page charge plus cost of mailing when applicable	
Pistol Permits	2.00	
Firearms Identification Card	5.00	
Fingerprinting other than criminal	25.00	Resident
	25.00	non-resident
Verification Letter	50.00	
Photographs		
4 x 6	10.00	first 10 photos

ORGANIZATION MEETING – JANUARY 3, 2017

	12.00	Non-Residents – per class (pro-rated) join middle of cycle
Basketball (Open) Men & ...	20.00	Per person (resident) (10 sessions)
	30.00	Per person (non-resident) (10 sessions)
Basketball	5.00	Drop in Participant
Indoor Soccer (Co-Ed)	30.00	Per person (resident) (10 sessions)
	50.00	Per person (non-resident) (10 sessions)
Adult Soccer (Turf)	20.00	Per person (resident) (10 sessions)
	30.00	Per person (non-resident) (10 sessions)
Any Adult Open (Outdoor	20.00	Per person (resident) (10 sessions)
	30.00	Per person (non-resident) (10 sessions)
Adult Softball (men & women)	200.00	Per team
Volleyball (Co-Ed)	60.00	Per person (resident) (10 sessions)
	80.00	Per person (non-resident) (10 sessions)
Teen Programs		
Theater	75.00	Residents (10 sessions)
	90.00	Non-residents (10 sessions)
Table Tennis	40.00	Residents (8 sessions)
	48.00	Non-residents (8 sessions)
Track Club	50.00	Residents (10 sessions)
	75.00	Non-residents (10 sessions)
Chess Class	30.00	Residents (6 sessions)
	36.00	Non-residents (6 sessions)
Juggling Club	50.00	Residents (10 sessions)
	60.00	Non-residents (10 sessions)
General Sponsor Fee	200.00	Supports a team in 1 sport
	500.00	Supports a team in 3 sports
Vendor Fees	150.00	Food Vendor
	100.00	Small Merchandise Vendor
	150.00	Large Merchandise Vendor
Any Highland Park Business	50.00	Food or Merchandise
Out of Town Yearly	75.00	Non residents (Including out of town members who participate in any exercise program)
Summer Camp	200.00	In-town (per week)
	250.00	Non-resident (per week)
	55.00	Reduced lunch
In Town Yearly Membership	10.00	Per person
Senior Holiday Party &	7.00	Per person
Craft Programs	5.00	Per session
Jewelry Workshop	5.00	Per session
Atlantic City Trips	35.00	Per trip (3/4 times per year)
Columbus Market	5.00	Per trip
NYC Broadway Shows	TBA	Based on show
Peddler's Village	15.00	Per trip
Smithville	10.00	Per trip
Delicious Orchards	5.00	Per trip
Longwood Gardens	25.00	Per trip
Duke Farms	15.00	Per trip
Hunterdon Hills Playhouse	60-	Based on show
Villa Roma Resort Trip	TBA	
Jackson & Jersey Shore Outlets	10.00	Per trip
Pottery Studio Trip	5.00	Per trip
Long Branch/Point Pleasant	10.00	Per trip
NJ Flower & Garden Show	3.00	Per trip
Diamond Tours Trips	TBA	Based on location
Rendezvous Travel Trips	TBA	Based on location
Senior Exercise Programs	1.00	Per class or payment plan on bundle package
Turf Field		
Out-of-town groups	\$150/hour	Full field
	\$50/hour	½ field
	\$10/hour	Light charges

ORGANIZATION MEETING – JANUARY 3, 2017

IT Coordinator	Shayne	SantaLucia	64,260.00		64,260.00
Building Inspector	Scott	Brescher	63,023.00		63,023.00
Construction Official	Scott	Brescher	24,424.00		24,424.00
Capital Projects Manager	Scott	Brescher	10,000.00		10,000.00
Electrical Subcode Official/Inspector	Patrick	Valente	12,790.00		12,790.00
Fire Subcode Official/Inspector	Dennis	Van de Mark	12,790.00		12,790.00
Plumbing Subcode Official/Inspector	Michael	Rossi	12,790.00		12,790.00
Zoning Subcode Official	Michael	Mullin	12,790.00		12,790.00
Master Circulations Coordinator	Valeri	Drach Weidman	56,298.00		56,298.00
Mstr Code Enforcement Officer	Douglas	Sipos	71,193.00		71,193.00
Senior Clerk Typist	Karen	Valente	39,696.00		39,696.00
Communications Liaison	Monica	Jackson	67,569.00		67,569.00
Bus Driver	Ella	Taliaferro	39,696.00	1,350.00	41,046.00
Clerk Typist	Janet	Molina	39,696.00	1,350.00	41,046.00
Municipal Alliance Coordinator	Kim A.	McGraw	5,306.00		5,306.00
Recreation Coordinator	Andrea	Costas-Baay	52,020.00		52,020.00
Senior Program Coordinator	Kim A.	McGraw	52,020.00		52,020.00
Senior Outreach Coordinator	Nicole	Huff	35,072.00		35,072.00
Municipal Court Administrator	Tracy	Horan	67,626.00		67,626.00
Deputy Court Administrator	Linda	Simons	48,068.00		48,068.00
Municipal Court Judge	Edward E	Herman	39,337.00		39,337.00
Municipal Prosecutor	Patrick	Bradshaw	34,000.00		34,000.00
Public Defender	Francesco	Taddeo	9,000.00		9,000.00
Violations Clerk	Nicole	Marques	33,542.00		33,542.00
Public Safety Dispatcher	Patrick	Keogh	46,750.00		46,750.00
Public Safety Dispatcher	Karen	Connors	51,727.00		51,727.00
Public Safety Dispatcher	Janet	Marcik	51,727.00		51,727.00
Public Safety Dispatcher	Kaitlyn	Cox	43,857.00		43,857.00
Administrative Assistant	Linda	Monte	55,381.00	1,350.00	56,731.00
Supt. of Public Works & Utility	Donald	Rish	105,363.00	2,500.00	107,863.00
Foreman	Michael	Wieczorkiewicz	82,046.00		82,046.00
Foreman	Frank	Troy	82,046.00		82,046.00
Clean Communities Coordinator	Frank	Troy	1,000.00		1,000.00
Recycling Coordinator	Frank	Troy	1,684.00		1,684.00
Tax Assessor	Thomas	Mancuso	40,906.00		40,906.00
Tax Collector	Kathleen	Kovach	15,918.00		15,918.00
Tax Collector	Tyrone	Young	61,200.00		61,200.00
Tax Collector	Constance	Ludden	68,000.00		68,000.00
Deputy Tax Collector					
Finance Director/CFO	Kathleen	Kovach	117,758.00		117,758.00
	Gabriel	Paul	65,000.00		65,000.00
Director of Library Services	Jane	Stanley	114,755.00	2,500.00	117,255.00
Administrative Assistant	Renee	George	60,172.00		60,172.00
Librarian	Sherry	Johnson	69,232.00		69,232.00
Master Librarian	Fran	Lee	89,282.00	2,500.00	91,782.00
Senior Library Assistant	Indru	Udeshi	47,012.00		47,012.00
Reference Librarian	Karen	Jarzabski	56,684.00		56,684.00
Master Library Assistant	Lieselotte	Kulczycki	53,477.00		53,477.00
Public Safety Director	Stephen	Rizco	15,918.00		15,918.00
Crossing Guard	Nancy	Bernstein	10,669.00		10,669.00
Crossing Guard	Catherine	Ciorciari	10,669.00		10,669.00
Crossing Guard	Mary Ann	Kinsey	10,669.00		10,669.00
Crossing Guard	Kibby	May	10,669.00		10,669.00
Crossing Guard	Kubey	Barbara	10,669.00		10,669.00
Crossing Guard	Lucille	Morris	10,669.00		10,669.00
Crossing Guard	Charlene	Rayside	10,669.00		10,669.00
Crossing Guard	Beverly	Robinson	10,669.00		10,669.00
Crossing Guard	Michael	Stazeski	10,669.00		10,669.00
Crossing Guard	Willis Ivan	Thomas	10,669.00		10,669.00
Crossing Guard	Margaret	Toman	10,669.00		10,669.00
Administrative Assistant	Joann	Kopetsky	55,381.00	1,350.00	56,731.00
Principal Clerk Typist	Barbara	Fromhold	48,068.00		48,068.00
Police Records Clerk	Diane	Seaboldt	39,696.00		39,696.00

ORGANIZATION MEETING – JANUARY 3, 2017

Fire Fighter Supervisor	Keith	Thedinga	10,200.00			10,200.00
Police Chief	Stephen	Rizco	157,582.00			157,582.00
Captain of Police	Scott	Golden	145,051.00		4,000.00	149,051.00
Lieutenant of Police	Thomas	Hammill	132,005.00		4,000.00	136,005.00
Lieutenant of Police	Gary	Panichella	132,005.00		4,000.00	136,005.00
Sergeant of Police	Richard	Abrams	118,875.00	3%	3,566.25	122,441.00
Sergeant of Police	Jason	Culver	118,875.00	3%	3,566.25	122,441.00
Sergeant of Police	Theodore	Haas	123,038.00		in base	123,038.00
Sergeant of Police	Ilan	Lancry	118,875.00	3%	3,566.25	122,441.00
Sergeant of Police	Joseph	Olarra	123,590.00		in base	123,590.00
Sergeant of Police	Derek	Wenskoski	122,955.00		in base	122,955.00
Police Officer	Sean	Bibby	50,966.00			50,966.00
Police Officer	Norman	Brown	110,282.00			110,282.00
Police Officer	Jose	Curbelo	110,282.00			110,282.00
Police Officer	Christopher	DeCosta	57,557.00			57,557.00
Police Officer	Sean	Garley	110,282.00			110,282.00
Police Officer	Kevin	Garrity	110,282.00			110,282.00
Police Officer	Alaina	Giles	57,557.00			57,557.00
Police Officer	Alaina	Giles	64,148.00			64,148.00
Police Officer	Mohab	Hannout	110,282.00			110,282.00
Police Officer	Sean	McGraw	110,282.00			110,282.00
Police Officer	Donald	Newton	114,404.00		in base	114,404.00
Police Officer	Brian	O'Mara	110,282.00			110,282.00
Police Officer	Gaetano	Palumbo	57,557.00			57,557.00
Police Officer	Gaetano	Palumbo	64,148.00			64,148.00
Police Officer	Theodore	Pardo	110,282.00	3%	3,308.46	113,590.00
Police Officer	John	Sachau, Jr	110,282.00			110,282.00
Police Officer	Kevin	Shiffner	57,557.00			57,557.00
Police Officer	Kevin	Shiffner	64,148.00			64,148.00
Police Officer	David	Soden	110,282.00			110,282.00

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Highland Park following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an hourly basis:

Title	Name	2017	Longevity		2017 Total
		Hourly Rate	%	Amount	Hourly Rate
Communications Liaison	Stacy Kaplan	21.23			21.23
Finance Assistant	Daniel Bianchini	15.00			15.00
Assistant to the Mayor	Beatrice Adler	15.00			15.00
Adult Evening Programs/Sunday Bingo	Symone Banks	10.40			10.40
Body Recall Instructor	Margaret Coakley	14.28			14.28
Community Service Receptionist	Maria Austin	14.46			14.46
Instructor	Donna Fricke	32.94			32.94
Instructor	Jean Romsted	15.00			15.00
Instructor	Beverly Spool	35.00			35.00
PT Clerk Typist	Kimberly McGraw	17.76			17.76
PT Medical Driver					
Substitute Medical Driver	Paul Scharf	17.20			17.20
PT Public Safety Dispatcher	James Hand	20.33			20.33
PT Public Safety Dispatcher	Moira McNamara	20.33			20.33
PT Tax Assessor Clerk	Ashton Burrell	20.29			20.29

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Seasonal Recreation	Cameron	Petkov	8.50		8.50
Recreation Assistant	Dvir	Ravee	13.26		13.26
Seasonal Recreation	Vitale	Shaulov	8.50		8.50
Seasonal Recreation	Matthew	Sussman	8.50		8.50
Seasonal Recreation	Dondre	Wilburn	8.50		8.50
Seasonal Recreation	Travis	Leseur	8.38		8.38
Seasonal Recreation	Rebecca	Tayts	8.38		8.38
Seasonal Recreation	Noah	Pounter-Gamory	8.38		8.38
Seasonal Recreation	Dylan	Powell	8.38		8.38
Seasonal Recreation	Dylan	Boynton	8.38		8.38
Seasonal Recreation	James	Webb, Jr.	9.00		9.00
Clean Communities	Xavier	Hudgins	10.00		10.00
Clean Communities	Carla	Hartwick	10.00		10.00
Driver	James	Coleman	32.53		32.53
Driver	Edward	Corson	32.53		32.53
Equipment Operator	Thomas	Kohler	33.31		33.31
Driver	Michael	Milan	31.77		31.77
Meter Reader	David	Baldwin	18.88		18.88
Laborer	Frederick	Long	20.01		20.01
Laborer	James	Webb Sr.	20.01		20.01
Laborer	Antonio	Avila	17.72		17.72
Maintenance/Custodian	Ronald	Rowe	19.98		19.98
Driver	Robert	Cahill	31.77		31.77
Master Laborer	Mark	Rohan	25.96		25.96
Mechanic	Robert	West	34.07		34.07
Senior Laborer	Dennis	Chekenian	23.62		23.62
Senior Laborer	John	Geoghan	24.29		24.29
Senior Laborer	Jeffrey	Reap	24.46		24.46
Senior Laborer	Rudolph	Rohan	24.46		24.46
On-Call Firefighter	Andrew	Berardo	19.17		19.17
On-Call Firefighter	John	Byrne	19.17		19.17
On-Call Firefighter	Michael	Kersey	19.17		19.17
On-Call Firefighter	Scott	Kivet	19.17		19.17
On-Call Firefighter	Hector	Malave	19.17		19.17
On-Call Firefighter	Derek	Merrill	19.17		19.17
On-Call Firefighter	Kevin	Meehan	19.17		19.17
On-Call Firefighter	Lester	Rosenhouse	19.17		19.17
On-Call Firefighter	Norman	Shamy	19.17		19.17
On-Call Firefighter	Susan	Thiel	19.17		19.17
On-Call Firefighter	Lawrence	Thiel Jr	19.17		19.17
On-Call Firefighter	Keith	Thedinga	19.17		19.17
On-Call Firefighter	Thomas	Abraham	19.17		19.17
On-Call Firefighter	Jeffrey	Morris	19.17		19.17
Circulation Assistant	Grace	Lanaris	11.93		11.93
Circulation Assistant	Lauren	Uslan	29.61		29.61
Desk Assistant	Adam	Padavano	12.17		12.17
Library Assistant	Maria	Beck	17.14		17.14
Library Page	Emily	Lanaris	8.50		8.50
Library Page	Hye Min	Shin	8.50		8.50
Library Page	Claudia	Rondos	8.38		8.38
Library Page	Tiana	Rahi	8.38		8.38
Reference Librarian	Carla	Herniter	29.61		29.61
PT Crossing Guard	Gjejrane	Bijac	17.89		17.89
Substitute Crossing Guard	Elfrida	Gooding	17.89		17.89
Crew Leader					
Master Maintenance	Jose	Gonzalez	29.79		29.79

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Finance Director forthwith.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-17-21

WHEREAS, situations develop that require the appointment of special counsel to the Borough's Zoning Board of Adjustment and Planning Board; and

WHEREAS, the need for special counsel cannot always be anticipated and accordingly cannot be included in the budgets of the Borough and of the Boards; and

WHEREAS, while the Governing Body recognizes the independent authority of its local boards, efficient and financially responsible local government needs and requires the cooperation of and communication by and between the local boards and the Governing Body;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that prior to any local board of the Borough entering into an agreement for special counsel where the monetary amount exceeds that appropriated to the local board by the Governing Body, the Governing Body shall be notified of the following:

- (a) The reason said appointment is necessary;

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- (b) The name of the special counsel;
- (c) The hourly rate to be received by the special counsel;
- (d) An anticipated budget for the services to be rendered by the special counsel;

and

BE IT FURTHER RESOLVED that no agreements for special counsel shall be entered into, until such time as the Governing Body has had an opportunity to review the requested information and approve the funds necessary to compensate special counsel; and

BE IT FURTHER RESOLVED that the Governing Body requests that, whenever possible, agendas be prepared so that matters requiring the attendance of both the appointed board attorney and the special counsel are not heard on the same evening; and

BE IT FURTHER RESOLVED that no compensation shall be paid to a board attorney who does not attend either a regular or special meeting of the board to which he or she is appointed; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the chairpersons, secretaries and attorneys of the Boards, and to the Borough's Finance Director.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-22

WHEREAS, it is critical that the Mayor and Council of the Borough of Highland Park strive to better communicate with teens living in the Borough of Highland Park; and

WHEREAS, there is a need to explore the unique issues related to teens living in the Borough of Highland Park; and

WHEREAS, there is a need to facilitate better communication between teens living in the Borough of Highland Park and the Mayor and Council of the Borough of Highland Park; and

WHEREAS, there is a need to facilitate involvement of teens living in the Borough of Highland Park in the Borough's government and local activities; and

WHEREAS, the Mayor and Borough Council wish to re-establish a Teen Advisory Committee ("TAC") for the year 2017 to explore the unique issues related to teens living in the Borough of Highland Park, foster better communication with teens living in the Borough of Highland Park and facilitate more teen involvement in the Borough of Highland Park; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park as follows:

A. Mission

The purpose of the TAC of the Borough of Highland Park shall be to explore the unique issues of teens throughout the Borough and to include teens as active participants in the Borough's activities including, but not limited to:

1. Developing a "Teen Classified" section on the Borough's website to assist teens with Summer and part-time employment opportunities; and
2. Presenting recommendations at Borough Council meetings.

B. Membership & Organization

1. The TAC shall be comprised of an Executive Committee and a General Membership as follows:
 - a. The Executive Committee shall be comprised of seven (7) members:
 - i. Two (2) of the seven (7) members shall be adult advisors appointed by the Mayor during the term of the Mayor's Office; and
 - ii. The remaining five (5) members shall be chosen by a majority vote of the General Membership.
 - b. The General Membership shall be comprised of teen and adult volunteers, who may apply for membership at the Borough of Highland Park's Borough Hall.

C. Term

The term of office for members of the Executive Committee shall be as follows:

1. A term of two (2) years for the two (2) adult supervisors appointed by the Mayor to the Executive Committee, to serve until the appointment and qualification of their successors; and
2. A term of two (2) years for two (2) of the remaining five (5) members of the Executive Committee, elected by the General Membership, to serve until the election and qualification of their successors; and
3. A term of one (1) year for three (3) of the remaining five (5) members of the Executive Committee, elected by the General Membership, to serve until the election and qualification of their successors.

D. Duties

The TAC shall administer, plan, and manage the teen and youth initiatives of the Borough of Highland Park. The TAC shall be a strictly advisory body with no power to regulate or promulgate rules and regulations. The Executive Committee shall report to the Council of the Borough of Highland Park on a regular basis regarding the TAC's activities.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-17-23

WHEREAS, the Mayor and Council of the Borough of Highland Park desire to establish a Digital Data Government Task Force; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, that the Digital Data Government Task Force is hereby reconstituted; and

BE IT FURTHER RESOLVED that the Digital Data Government Task Force will consist of the following:

1. Eight (8) Members: Chair, Borough Administrator, Borough Clerk, IT Coordinator, Public Information Committee Member, Council Liaison, Resident, and a Representative from the Bloustein School, to be appointed by the Mayor with the advice and consent of the Borough Council, for terms to expire December 31, 2017; and

BE IT FURTHER RESOLVED, that the purpose of the Digital Data Government Task Force shall be to research and identify ways to digitize the Borough's data.

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The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-17-24

WHEREAS, the Mayor and Council of the Borough of Highland Park desire to establish the “HP Gives a Hoot” Committee, a non-profit fund that will contribute to the well-being of Highland Park students in need;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, that the “HP Gives a Hoot” Committee is hereby established; and

BE IT FURTHER RESOLVED that the “HP Gives a Hoot” Committee will consist of the following:

1. Five (5) Regular Members, to be appointed by the Mayor with the advice and consent of the Borough Council, for terms to expire December 31, 2017; and

Mayor Brill Mittler re-established the Mayor’s Wellness Campaign Committee, the Community Emergency Response Team, the Parking Review Task Force and Sustainable Highland Park for 2017.

Mayor Brill Mittler appointed the following to serve as Professionals for 2017:

<u>NAME</u>	<u>POSITION</u>
Edwin Schmierer, Esq.	Borough Attorney
Martin Allen, Esq.	Tax Appeal Attorney
Arthur Thibault, Esq.	Labor Attorney
Andrew Hodulik	Borough Auditor
Patrick Bradshaw	Borough Prosecutor
Wilentz, Goldman & Spitzer	Bond Counsel
Francesco Taddeo	Public Defender
David J. Samuel	Borough Engineer
James Constantine	Borough Planner
Jeffrey Surenian	Special COAH Attorney
Phillip Caton	Special Planner

On motion made by Councilwoman Welkovits, seconded by Councilman Hersh, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2017:

<u>NAME</u>	<u>POSITION</u>
Linda Simmons	Deputy Court Administrator
Jennifer Santiago	Deputy Borough Clerk
Lt. Gary Panichella	ADA Coordinator
Joshua Fine	Council Rep., Library Board of Trustees

On motion made by Councilwoman Welkovits, seconded by Councilman George, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Foster-Dublin, George, Hersh, Walsh, Welkovits.

Opposed: None.

Absent: None.

Abstained: Councilperson Fine.

Mayor Brill Mittler appointed Padraic Millet to serve as the Mayor’s Designee on the Planning Board for a term to expire December 31, 2017.

Mayor Brill Mittler appointed Helen Rovner to serve as the Mayor’s Alternate on the Library Board of Trustees for a term to expire December 31, 2017.

NO CONFIRMATION NECESSARY

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2020:

<u>NAME</u>	<u>COMMITTEE</u>
Laurel Kornfeld	Board of Health
Jesse Crosson	Board of Health

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2017:

<u>NAME</u>	<u>COMMITTEE</u>
Carl Wilson	Cable TV Advisory Committee

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2017:

<u>NAME</u>	<u>COMMITTEE</u>
Ghislaine Darden	Library Board of Trustees

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Bruce Tucker	Library Board of Trustees

Mayor Brill Mittler appointed the following to serve for terms to expire March 2, 2020:

<u>NAME</u>	<u>COMMITTEE</u>
Tara Canavera, Chair	Commission for Universal Access
Diane Feldman	Commission for Universal Access
Lt. Gary Panichella	Commission for Universal Access

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2020:

<u>NAME</u>	<u>COMMITTEE</u>
Ramona Rosas	Council on Aging

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Leila Guzman	Council on Aging
Gert Gerr, Alt. #1	Council on Aging

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2017:

<u>NAME</u>	<u>COMMITTEE</u>
Dee Donnelly, Alt. #2	Council on Aging

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2017:

<u>NAME</u>	<u>COMMITTEE</u>
Joshua Fine	CDBG Advisory Committee
Edward Prince	CDBG Advisory Committee
Sheila Highsmith	CDBG Advisory Committee
Sheryl Magaziner	CDBG Advisory Committee
Rebecca Hersh	CDBG Advisory Committee
Gwen Cerasoli	CDBG Advisory Committee
Deborah Morgan	CDBG Advisory Committee
Thomas Hammill, Police Dept. Rep.	Emergency Management Council
Linda Hoefele	Emergency Management Council
Kathleen Kovach	Emergency Management Council
Donald Rish	Emergency Management Council
Scott Brescher	Emergency Management Council
Janice Ballou	Community Food Pantry
Monica Day	Community Food Pantry
Andrea Greenberg-Horowitz	Community Food Pantry
Susan Powell	Community Food Pantry
Laurel Kornfeld	Community Food Pantry
Lynne Platt	Community Food Pantry
Carlie Andrews	Community Food Pantry
Susan MacKinnon	Community Food Pantry
Deborah Convery	Community Food Pantry
Bruce Bush	Community Food Pantry
Evelyn Sedehi	Community Food Pantry
Nancy Lord	Community Food Pantry
Sylvia Hove	Community Food Pantry
Miriam Lefkowitz, Alt.	Community Food Pantry
Kathi Lombardi, Alt.	Community Food Pantry
Micky Landis	Recreation Advisory Committee
Jerri Aversa	Recreation Advisory Committee
Bob Butters	Recreation Advisory Committee
Debbie Hehir	Recreation Advisory Committee
Kenneth Haskins	Recreation Advisory Committee
Kathie Pace	Recreation Advisory Committee
Donald Gatling	Recreation Advisory Committee
Jay Weinberg	Recreation Advisory Committee
Stephen Mittler	Recreation Advisory Committee
Gary Potts	Recreation Advisory Committee
Tara Canavera	Recreation Advisory Committee
Nick Kambitsis	Recreation Advisory Committee
Carol Avelsgaard	Shade Tree Advisory Committee
Aileen Coffey	Shade Tree Advisory Committee
Roseann Cala	Shade Tree Advisory Committee
Karen Swaine	Shade Tree Advisory Committee
Belinda Beetham	Shade Tree Advisory Committee
Mary Denver	Shade Tree Advisory Committee
Roseanne Baruh	Shade Tree Advisory Committee
Mary Ann Allard	Shade Tree Advisory Committee
Christine Best	Shade Tree Advisory Committee
Joshua Best	Shade Tree Advisory Committee
Marian Sackrowitz	Shade Tree Advisory Committee
Paul Sauers	Shade Tree Advisory Committee
Leann Cosley Richardson	Employee Safety Committee
Stephen Rizco	Employee Safety Committee
Donald Rish	Employee Safety Committee
Edward Corson	Employee Safety Committee
Shayne SantaLucia	Employee Safety Committee
Renee George	Employee Safety Committee
Jay Littman	Employee Safety Committee
Brian O'Mara	Employee Safety Committee
Kim McGraw	Employee Safety Committee
Matthew Hale	Digital Date Task Force
Shayne SantaLucia	Digital Date Task Force
Joan Hullings	Digital Date Task Force
Dan Bianchini	Digital Date Task Force
Haim Cohen	Digital Date Task Force
Mike Schoeffler	Digital Date Task Force
Jennifer Senick	Digital Date Task Force
Keith Peckman	Digital Date Task Force
Lara Arp	Municipal Alliance
Lisa Berman	Municipal Alliance

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Irene Marx	Municipal Alliance
Kim McGraw	Municipal Alliance
Maria Austin	Municipal Alliance
Rev. Seth Kaper-Dale	Municipal Alliance
Ptl. Jose Curbelo, Police Chief Designee	Municipal Alliance

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2022:

<u>NAME</u>	<u>COMMITTEE</u>
Jordan Siegel	Ethics Board

On motion made by Councilwoman Welkovits, seconded by Councilman Hersh, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2017:

<u>NAME</u>	<u>COMMITTEE</u>
Cliff Lacey	Mayor's Wellness Campaign
David Seigman	Mayor's Wellness Campaign
Justin Footerman	Mayor's Wellness Campaign
Ptl. Gaetano Palumbo	Mayor's Wellness Campaign
Donald Corr	Mayor's Wellness Campaign
Michele Kornblum	Mayor's Wellness Campaign
Josephine Jover	Sustainable Highland Park
Irene Marx	Sustainable Highland Park
Allan Williams	Sustainable Highland Park
Tina Weishaus	Sustainable Highland Park
Andy Benesch	Sustainable Highland Park
Hagit Mano	Sustainable Highland Park
Randy Solomon	Sustainable Highland Park
Wendy Rosen	Sustainable Highland Park
Alexander Casey	Sustainable Highland Park
Nicole Wines	Sustainable Highland Park
Sophie McDermott	Sustainable Highland Park
Matt Schragger, Stud. Mbr.	Sustainable Highland Park
Eli Goldstein, Stud. Mbr.	Sustainable Highland Park
Joanna Joseph	Community Emergency Response Team
Elissa Kaplan	Community Emergency Response Team
Pamala Plastock	Community Emergency Response Team
Brian Douches	Community Emergency Response Team
Roberto Munoz	Community Emergency Response Team
Shari Larsen	Community Emergency Response Team
Paul Scharf	Community Emergency Response Team
Susan Winter	Community Emergency Response Team
David Larsen	Community Emergency Response Team
Bruce Nadler	Community Emergency Response Team
Ann-Sheryl White	Community Emergency Response Team
Nancy Wolf	Community Emergency Response Team
Marcia Levinson	Parking Review Task Force
Jeff Ackerman	Parking Review Task Force
Paul Lanaris	Parking Review Task Force
Lt. Gary Panichella	Parking Review Task Force
Donald Rish	Parking Review Task Force
Scott Brescher	Parking Review Task Force

Mayor Brill Mittler appointed Scott Brescher to serve as the Borough Official Member of the Planning Board for a term to expire January 1, 2018.

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2020:

<u>NAME</u>	<u>COMMITTEE</u>
Michael Rosenberg	Environmental Commission
Laurel Kornfeld	Environmental Commission
Steve Barnes	Environmental Commission

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2019:

<u>NAME</u>	<u>COMMITTEE</u>
Christine Petagna, Alt. #1	Environmental Commission

NO CONFIRMATION NECESSARY

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilman Fine, seconded by Councilman Hersh, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh.

Opposed: None.

Absent: None.

Abstained: Councilperson Welkovits.

No. 1-17-25

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Susan Welkovits be and is hereby appointed as Council member of the Planning Board for a term expiring December 31, 2017.

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The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman Walsh, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Foster-Dublin, George, Hersh, Walsh, Welkovits.
 Opposed: None.
 Absent: None.
 Abstained: Councilperson Fine.

No. 1-17-24

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Joshua Fine shall be and is hereby appointed to represent the Highland Park Governing Body as a member of the Middlesex County Housing and Community Development Committee for a term expiring December 31, 2017.

The following resolution, introduced by the Finance Committee, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman Walsh, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Fine, Foster-Dublin, George, Hersh, Walsh, Welkovits.
 Opposed: None.
 Absent: None.

No. 1-17-27

WHEREAS, Section 19 of the Local Budget Law, NJSA 40A:4-19, provides that where contracts, commitments or payments are to be made prior to the final adoption of the 2017 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and the time therein provided, and

WHEREAS, the date of the adoption of this resolution is within the first thirty days of January, 2017; and

WHEREAS, 26.25 percent of the total appropriation in the 2016 General Operating and Water and Sewer Budgets exclusive of any appropriations made for debt service, capital improvements fund and any statutory or contractual obligations is the sum of Three Million, Eight Hundred, Thirty-three Thousand, Five Hundred Thirty-three Dollars and Forty-six Cents (\$3,833,533.46); and

WHEREAS, the Temporary Operating and Water and Sewer Budgets for 2017, excluding any appropriations made for debt service, capital improvement fund and any statutory or contractual obligation is Three Million, Eight Hundred Four Thousand, Three Hundred Seventy-nine Dollars (\$3,804,379.00); and

WHEREAS, the 2017 Temporary Operating and Water and Sewer Budgets inclusive of debt services, capital improvement fund and any statutory or contractual obligations is the sum of Four Million, Nine Hundred Forty-five Thousand, Three Hundred Seventy-nine Dollars (\$4,945,379.00);

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the attached temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer of the Borough.

		2017
	Account Number	TEMPORARY BUDGET
MAYOR & COUNCIL		
Salaries & Wages	20-110-1	8,259.00
Other Expenses	20-110-2	2,100.00
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	22,832.25
Other Expenses	20100-2	4,575.00
MUNICIPAL CLERK		
Salaries & Wages	20-120-1	36,518.50
Other Expenses	20-120-2	3,093.75
INFORMATION TECHNOLOGY		
Salaries & Wages	20-140-1	16,065.25
Other Expenses	20-140-2	20,000.00
CENTRAL SERVICES		
Other Expenses	20-317-2	18,375.00
MOTOR POOL		
Salaries & Wages	26-315-1	18,070.75
Other Expenses	26-315-2	35,625.00
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	32,689.50
Other Expenses	20-130-2	30,000.00
AUDIT SERVICES		
Other Expenses	20-135-2	0.00
TAX ASSESSMENT		
Salaries & Wages	20-150-1	11,576.75
Other Expenses	20-150-2	4,090.00
TAX COLLECTION		
Salaries & Wages	20-145-1	27,253.75
Other Expenses	20-145-2	3,875.00

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LEGAL SERVICES		
Other Expenses	20-155-2	60,000.00
ENGINEERING & PLANNING		
Other Expenses	20-175-2	6,625.00
BUILDING & GROUNDS		
Salaries & Wages	26-310-1	10,597.50
Other Expenses	26-310-2	9,875.00
ENVIRONMENTAL COMMISSION		
Other Expenses	27-335-2	1,000.00
PLANNING BOARD		
Other Expenses	21-180-2	6,875.00
ZONING BOARD OF ADJUSTMENT		
Other Expenses	21-185-2	4,275.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-191-1	763.75
CABLE TELEVISION		
Other Expenses	30-411-2	2,125.00
MUNICIPAL COURT		
Salaries & Wages	43-490-1	50,893.50
Other Expenses	43-490-2	2,256.25
PUBLIC DEFENDER		
Salaries & Wages	43-495-1	1,500.00
FIRE DEPARTMENT		
Salaries & Wages	25-265-1	45,000.00
Other Expenses	25-265-2	15,200.00
POLICE DEPARTMENT		
Salaries & Wages	25-240-1	850,008.50
Other Expenses	25-240-2	42,199.50
POLICE DISPATCH/911		
Salaries & Wages	25-250-1	55,515.25
Other Expenses	25-250-2	625.00
PROSECUTOR'S OFFICE		
Salaries & Wages	25-275-1	8,500.00
Other Expenses	25-275-2	0.00
FIRST AID		
Contribution	25-260-2	6,500.00
OFFICE OF EMERGENCY MANAGEMENT		
Other Expenses	25-252-2	1,625.00
BOARD OF HEALTH		
Other Expenses	27-330-2	325.00
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	58,779.50
Other Expenses	28-371-2	4,900.00
COMMUNITY SERVICES - RECREATION		
Salaries & Wages	28-370-1	4,405.00
Other Expenses	28-370-2	2,250.00
PUBLIC WORKS		
Salaries & Wages	26-290-1	258,872.50
Other Expenses	26-290-2	30,475.00
COMMUNITY & ECONOMIC DEVELOPMENT		
Other Expenses	20-170-2	13,825.00
ARTS COMMISSION		
Other Expenses	28-374-2	187.50
SHADE TREE COMMITTEE		
Other Expenses	28-375-2	625.00
UNIFORM CONSTRUCTION CODE		
Salaries & Wages	22-195-1	86,374.00
Other Expenses	22-195-2	2,037.50
COMMUNICATIONS		
Salaries & Wages	20-105-1	23,395.00
Other Expenses	20-105-2	6,957.50
UNCLASSIFIED		
Gasoline	31-460-2	25,000.00
Electricity & Gas	31-430-2	32,075.00
Telephone & Telegraph	31-440-2	15,475.00
Street Lighting	31-435-2	25,000.00
Sanitary Landfill	32-465-2	200,000.00

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Accumulated Sick & Vacation	30-415-1	0.00
STATUTORY EXPENDITURES		
Social Security System	36-472-2	78,441.00
Unemployment Compensation Insurance	23-225-2	0.00
INSURANCE		
General Liability/Workers Compensation	23-211-2	85,772.25
Employee Group Health	23-220-2	300,000.00
LIBRARY		
Library S & W	29-390-1	161,443.00
Library OE	29-390-2	92,430.50
GARBAGE COLLECTION		
Apartment Collection	26-305-2	0.00
LOSAP		
Other Expenses	25-265-2	0.00
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS		
County Health Services OE	42-401-2	10,750.00
M.C.I.A. RECYCLING		
Other Expenses	42-402-2	2,250.00
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	4,750.00
SUBTOTAL		
GRANTS		
NJ Sustainable		0.00
EPA Cherry Hill		0.00
Municipal Alliance		0.00
County Message Board		0.00
Outreach		0.00
NJ DDEF		0.00
Recycling MCIA Grant		0.00
Smart Growth		0.00
Clean Communities		0.00
Subtotal		3,003,754.00
CAPITAL IMPROVEMENT FUND	44-901-2	\$ 0.00
STATUTORY EXPENDITURES (OUTSIDE OF CAP)		
Public Employees' Retirement System	36-471-2	0.00
PFRS Other Expenses	36-475-2	0.00
DEBT SERVICE		
Bond Principal	45-920-2	400,000.00
BAN Principal	45-925-2	0.00
Interest on Bonds	45-930-2	100,000.00
Interest on Notes	45-935-2	0.00
Lease Agreement	45-950-2	75,000.00
EDA Loan	45-955-2	0.00
EMERGENCY APPROPRIATION	46-870-2	0.00
SPECIAL EMERGENCY	46-875-2	0.00
RESERVE FOR TAX APPEAL	46-876-2	0.00
RESERVE FOR UNCOLLECTED TAXES	50-899-2	0.00
Grand Total		3,578,754.00

WATER & SEWER

	2017
	TEMPORARY
	BUDGET
OPERATING	
Salaries & Wages	\$ 81,167.50
Other Expenses	\$ 431,707.50
Middlesex County MUA	\$ 288,750.00
CAPITAL IMPROVEMENTS	
Capital Outlay	\$ -
DEBT SERVICE	
Payment of Bond Principal	\$ 430,000.00
Interest on Bonds	\$ 96,000.00
Interest on Notes	\$ -
DEP Waste Water Loan Repayment	\$ -
STATUTORY EXPENDITURES	
Public Employees' Retirement System	\$ 15,000.00

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Social Security System	\$	25,000.00
Deferred Charges		
TOTAL	\$	1,366,625.00

Mayor Brill Mittler opened the meeting for public discussion and called upon all those wishing to speak to identify themselves.

Herb Gross, Adelaide Gardens, commented that the American Legion and the Veterans of Foreign Wars just released applications for lost medals or discharge papers. He gave contact number for Commander William Young, 732-995-7501 or 732-379-7302. He commented that he appreciated the work the Council has done in their chosen fields. He wants more recognition to the residents who have men and women serving this country. There is not enough recognition for the veterans who are protecting our freedom.

No one else appearing to be heard, Mayor Brill Mittler closed the public discussion.

There being no further business, on motion made by Councilman George, seconded by Councilman Hersh, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 8:47 PM.

Respectfully submitted,

Joan Hullings
Borough Clerk