

BOROUGH OF HIGHLAND PARK  
REGULAR MEETING  
JANUARY 17, 2023 – 7:00 PM

MISSION STATEMENT OF THE BOROUGH OF HIGHLAND PARK:

The Mission of the Highland Park Borough Council is to establish a government based upon the principles of good government: ethics, efficiency and the effective provision of services.

The Borough Council is committed to creating a thriving community, which is sustainable economically, environmentally and socially.

The Borough Council is further committed to creating a community which values its unique and diverse populations and encourages direct public participation in the governing process.

**AGENDA**

\* Denotes Consent Agenda Posted Items. Ordinarily, consent agenda items, pursuant to Ordinance No. 920, are not read nor debated unless there is a request by a member of Council or the public. Furthermore, unless requested by a member of Council for a separate vote, all consent agenda items, as per Council's Rules of Order, Article IV, shall be considered in the form of one **MOTION**.

1. Call to Order and Open Public Meetings Statement.
2. Pledge of Allegiance.
3. Roll Call.
4. Agenda Questions by Council Members.
5. Honors and Awards.
6. Approval of Minutes.
7. Council Reports.
8. Borough Administrator's Report.
9. Borough Attorney's Report.
10. Mayor's Report.
11. Public Participation.  
*(21 minutes total; 3 minutes each speaker limited to items on this Agenda, including Work Session).*
12. Ordinances Requiring a Second Reading.

13. Ordinances Requiring a First Reading.

14. Consent Agenda Items - Resolutions.

**MOTION** to adopt/reject

**ROLL CALL VOTE**

- 14.a \*1-23-18 Resolution to Approve 2023 Financial Software Maintenance Contract with Edmunds & Associates
- 14.b \*1-23-19 Resolution to Adopt the Neighborhood Preservation Program Woodbridge Avenue District Year Two Implementation Plan
- 14.c \*1-23-20 Resolution Rescinding and Replacing Resolution 1-23-12- Annual Salary Resolution
- 14.d \*1-23-21 Resolution to Sell Surplus Computer Equipment
- 14.e \*1-23-22 Resolution to Reject Proposals Received for Information Technology Support and Consulting Services
- 14.f \*1-23-23 Resolution Authorizing Execution of a Shared Services Agreement with Freehold Township for Information Technology Services
- 14.g \*1-23-24 Resolution to Approve 2023 Taxi Owner
- 14.h \*1-23-25 Resolution to Approve 2023 Taxi Operators
- 14.i \*1-23-26 Resolution to Approve Fresh Theater Arts as Production Company for 2023
- 14.j \*1-23-27 Resolution to Authorizing Repairs to Library Roof with Northeast Roof Maintenance
- 14.k \*1-23-28 Resolution to Authorizing Emergency Repairs to DPW Garbage Truck with On-Site Fleet Service Inc.
- 14.l \*1-23-29 Resolution to Approve Off-Premise Raffle License - Highland Park Athletic Teams Boosters Inc.
- 14.m \*1-23-30 Resolution to Approve Off-Premise Raffle License - Highland Park Athletic Teams Boosters Inc.
- 14.n \*1-23-31 Resolution to Approve Bingo License - Highland Park Athletic Teams Boosters Inc.
- 14.o \*1-23-32 Resolution to Amend Resolution No. 22-134 for 2022 Reforestation & Tree

Planting Grant from NJDEP to Change Signatories

14.p \*1-23-33 Resolution to Approve Bills List

15. Resolutions requiring a Separate Reading.

15.a 1-23-34 Resolution to Amend 2023 Municipal Temporary Budget  
**MOTION** adopt/reject **ROLL CALL VOTE**

15.b 1-23- 35 Resolution to Approve Budget Transfers  
**MOTION** adopt/reject **ROLL CALL VOTE**

16. Appointments.

Mayor appoints the following

Board of Health

Laurel Kornfeld

Jesse Crosson

Jen Voorhees, BOE

Human Relations Committee

Anne Gowen, BOE

Public Information Committee

Mark Krieger, BOE

**MOTION TO CONFIRM**

**ROLL CALL VOTE**

17. Second Public Participation.

*(3 minutes per speaker on any items; subject to 9PM conclusion prior to Work Session)*

18. Recess (5 minutes).

19. Work Session Items: No formal action to be taken.

20. Executive Session (if necessary).

20.a 1-23-36 Resolution Authorizing Executive Session - Botteon vs. Highland Park  
**MOTION** adopt/reject **ROLL CALL VOTE**

21. **MOTION** to adjourn into Executive Session

22. **Next Scheduled Meeting:** February 7, 2023 @ 7 PM

**RESOLUTION NO. 1-23-18  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE 2023 FINANCIAL SOFTWARE  
MAINTENANCE CONTRACT WITH EDMUNDS & ASSOCIATES**

**WHEREAS** the Highland Park Finance Department is in need of a maintenance contract for the financial software and hardware for 2023; and

**WHEREAS**, the Borough may purchase said maintenance contract from Edmunds & Associates, 301A Tilton Road, Northfield, NJ 08225 for an amount not to exceed \$12,761.71; and

**WHEREAS**, funds for this purpose are available in the Current Fund Account No. 2-20-20-130-235 in the amount of \$12,761.71, as reflected by the certification of funds by the Chief Financial Officer, No. 2023-01.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that the Chief Financial Officer is hereby authorized and directed to execute said maintenance contract for the financial software and hardware from Edmunds & Associates, 301A Tilton Road, Northfield, NJ 08225, for a total amount not to exceed \$12,761.71.

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to the Finance Department.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-19  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO ADOPT THE NEIGHBORHOOD PRESERVATION PROGRAM  
WOODBIDGE AVENUE DISTRICT YEAR TWO IMPLEMENTATION PLAN**

**WHEREAS**, the Borough of Highland Park was awarded a 5-year annual grant of \$125,000 through the Neighborhood Preservation Program (NPP) from the NJ Department of Community Affairs (NJCA) for improvements to the Woodbridge Avenue neighborhood target area; and

**WHEREAS**, the purpose of the grant is to design and implement a wide range of initiatives to restore a favorable climate for investment and to improve the quality of life for the residents and businesses of this neighborhood; and

**WHEREAS**, as a condition of the grant, the NJCA requires that an Implementation Plan (IP) be prepared annually which delineates the activities of the NPP program and describes the manner in which grant funds will be expended and the Year Two plan covers a one-year period (January – December 2023); and

**WHEREAS**, said plan has been completed pursuant with the required Stakeholder Team input and other related State mandates.

**NOW, THEREFORE BE IT RESOLVED**, that the Borough Council of the Borough of Highland Park does hereby approve the Woodbridge Avenue District Year Two Implementation Plan.

**BE IT FURTHER RESOLVED** that the Borough Council is hereby authorized to expend funds in accordance with said Implementation Plan.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



HIGHLAND  
LAND  
PARK

BOROUGH OF HIGHLAND PARK  
NEIGHBORHOOD PRESERVATION PROGRAM

**WOODBIDGE AVENUE NPP DISTRICT  
IMPLEMENTATION PLAN  
YEAR TWO UPDATE**

January 11, 2023





BOROUGH OF HIGHLAND PARK  
NEIGHBORHOOD PRESERVATION PROGRAM

**WOODBIDGE AVENUE NPP DISTRICT  
IMPLEMENTATION PLAN  
YEAR TWO UPDATE**

Prepared by:

**Borough of Highland Park NPP Stakeholder Engagement Team**

in partnership with the **Borough of Highland Park**

221 South Fifth Avenue

Highland Park, NJ 08904

with assistance from:

**LRK, Inc.**

1218 Chestnut Street, 5th Floor

Philadelphia, PA 19107



# ACKNOWLEDGMENTS

Highland Park's NPP Stakeholder Engagement Team is made up of nine individuals who are committed to the success of the Woodbridge Avenue commercial corridor and the adjacent residential neighborhood. The stakeholder team was formed during the application process in August 2021 and has continued to be a sounding board for all NPP ideas and initiatives. They also played an integral part in collecting essential feedback from residents and businesses in the NPP district and the Highland Park community-at-large regarding their vision for the Woodbridge Avenue NPP District.

The Borough would like to thank the following stakeholder team members for their continued commitment to this program:

- **Sandy Castor** | Director, Middlesex County Office of Business Engagement
- **Khahlidra Hadhazy** | District Resident & Planning Board Representative
- **Matt Hale** | Borough Councilmember, Economic Development Committee
- **Rebecca Hersh** | Executive Director, Main Street Highland Park
- **Tom Langston** | Board Member, Main Street Highland Park
- **John Marron** | District Resident & Arts Commission Representative
- **James Nichols** | Board Chair, Main Street Highland Park
- **Michele Racioppi** | Historical Commission Representative

The Borough would also like to extend a special thank you to **New Jersey Governor Phil Murphy** and **DCA Commissioner, Lt. Governor Sheila Y. Oliver** for providing this funding opportunity to Highland Park.

Additionally, special thanks to former **Mayor Gayle Brill Mittler**, **Acting Mayor Elsie Foster**, and **Highland Park's Borough Council** for their vision in supporting Highland Park's NPP application and their approval of the resulting NPP plan.

## NPP Coordinator

Emma Von Thun, MPA | Assistant to the Borough Administrator / Project Manager

## Consultants

LRK Inc.

Jim Constantine, PP

Chris S. Cosenza, AICP, PP, LEED AP

Rachel Helton, RA

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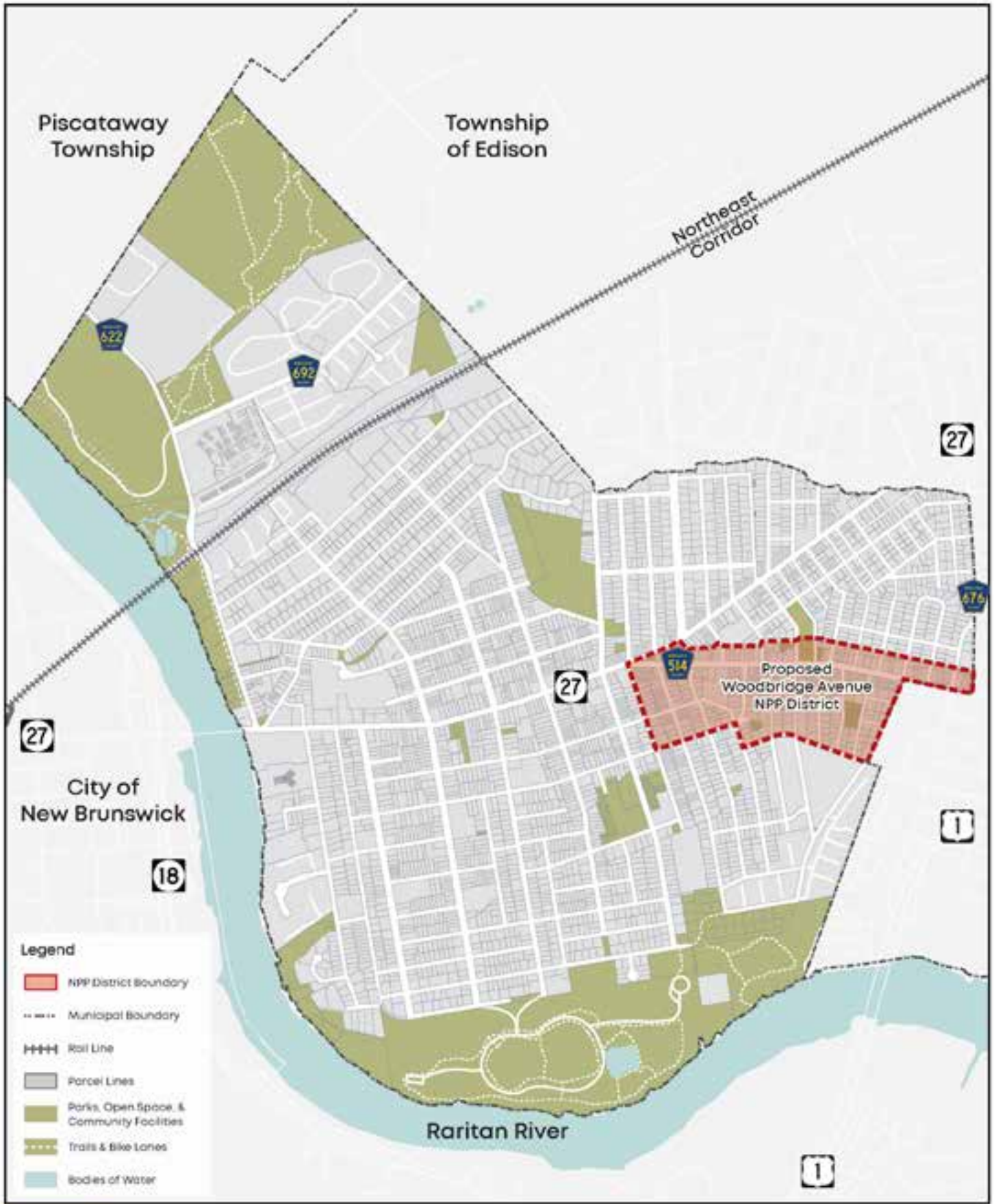
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# INTRODUCTION



**Overall Map**

**Proposed Woodbridge Avenue NPP District**

Borough of Highland Park, Middlesex County, NJ





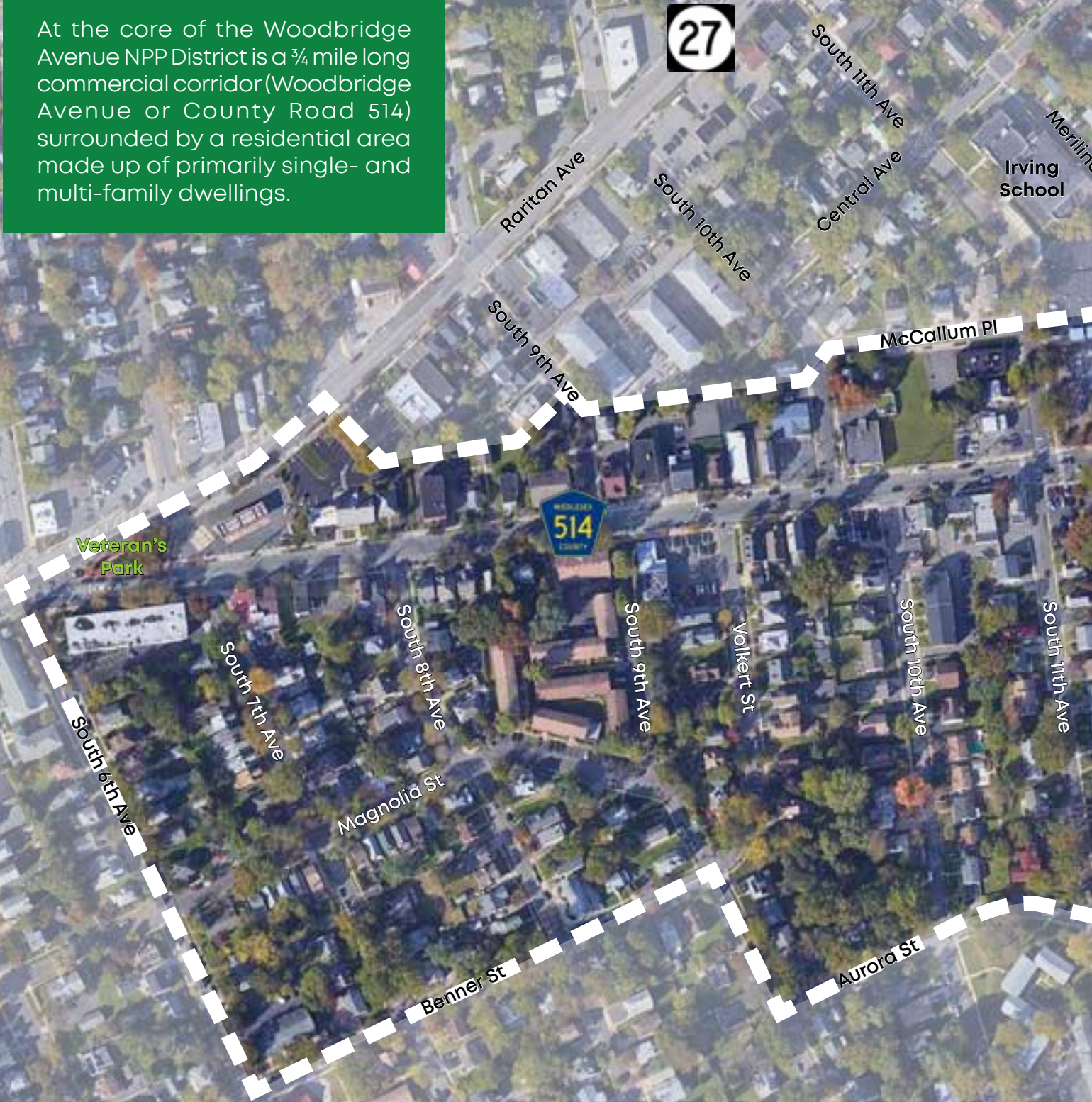


**Neighborhood Map**  
**Proposed Woodbridge Avenue NPP District**  
 Borough of Highland Park, Middlesex County, NJ

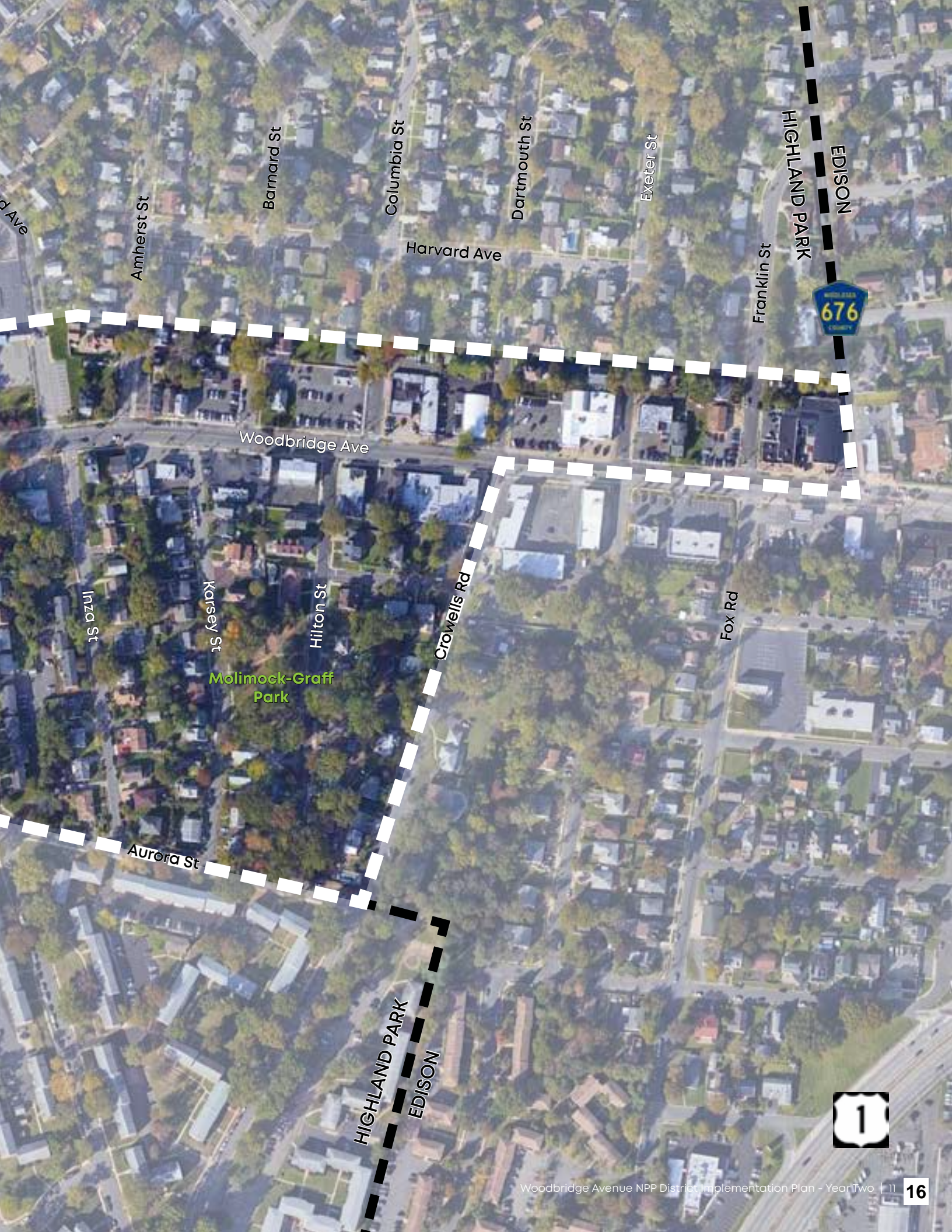




At the core of the Woodbridge Avenue NPP District is a ¾ mile long commercial corridor (Woodbridge Avenue or County Road 514) surrounded by a residential area made up of primarily single- and multi-family dwellings.







Amherst St

Barnard St

Columbia St

Dartmouth St

Exeter St

Harvard Ave

Franklin St

HIGHLAND PARK

EDISON



Woodbridge Ave

Inza St

Karsey St

Hilton St

Crowells Rd

Fox Rd

Molimock-Graff Park

Aurora St

HIGHLAND PARK

EDISON











# YEAR ONE (2022) ACCOMPLISHMENTS

# NPP IMPLEMENTATION PLAN

## YEAR ONE ACCOMPLISHMENTS

The Woodbridge Avenue Neighborhood Preservation Program (NPP) District does not look the same as it did in January 2022. The Borough and the NPP Stakeholder Committee focused Year One efforts on beautifying Woodbridge Avenue, the commercial corridor and gateway to Highland Park, and laying the planning groundwork for future improvements in the district. Beautification efforts include the installation of string lights and holiday snowflakes on street light poles, which first necessitated the installation of electrical outlets by PSE&G, the pruning of street trees, the purchase of benches, trash and recycling receptacles, and bike racks, and the painting of traffic-calming street murals along Benner Street in the district.

Improvements to Molimock-Graff Park, one of two outdoor recreation spaces in the district, included the establishment of electric service to allow for sound at community events, the addition of mulch to playground spaces, and the replacement of an aging fence. The Borough's engineers also conducted an assessment of Molimock-Graff Park's current conditions and made recommendations for improvements moving forward.









## LESSONS LEARNED & RESULTING CHANGES FOR YEAR TWO (2023)

The Year One Implementation Plan (IP) was ambitious. Early on in the implementation process it became apparent that business and property owner engagement in the program was going to take months of cultivation and therefore the decision was made to postpone the launch of our commercial and residential grant programs to Year Two in order to ensure adequate reach and success. The Stakeholder Team also realized how many of our plans required close partnership with Middlesex County, as Woodbridge Avenue is a county road, so we pushed a few projects such as parking striping and tree planting to Year Two in order to better coordinate with various County departments. The Borough has been fortunate to have two County representatives participate in all of our stakeholder meetings and look forward to their continued engagement and partnership.

The initiatives outlined in our original Implementation Plan (IP) were conceived based on feedback from nearly 600 residents, business owners, and visitors who responded to an online survey as well as three outreach meetings conducted with property owners and business owners. The Stakeholder Team found that the easiest initiatives to get off the ground in a short amount of time (less than nine months in Year One following IP adoption) were those that required minimal stakeholder engagement. The Stakeholder Team agrees that for the long term success of the Neighborhood Preservation Program (NPP) there needs to be additional feedback from district stakeholders. During Year Two the Stakeholder Team is committed to adding additional Stakeholder Team members, soliciting updated feedback from district stakeholders, and hosting additional opportunities for residents and business owners to become engaged in the program through community events.







# YEAR TWO (2023) IMPLEMENTATION PLAN

## YEAR TWO (2023)

# IMPLEMENTATION PLAN AND GOALS

The focus for Year Two will be twofold: ramping up outreach efforts while also maintaining our momentum with district beautification and park improvements. The Stakeholder Team will be trying new methods to reach business owners and will create tailored proposals for each business to attract them to our grant programs. We will also be more consistent with our communications to residents in the District to build consensus and excitement for the program.

Our goals for Year Two are as follows:

1. Continue to improve Woodbridge Avenue and add amenities to make it more inviting to shoppers and businesses.
2. Partner with Middlesex County Office of Business Development to devise plan to fill vacant properties.
3. Launch commercial and residential grant programs and recruit handfuls of businesses and property owners to participate as pilot properties.
4. Solidify improvement plans for Molimock-Graff and Veterans Park and begin infrastructure investment.
5. Explore Woodbridge Avenue parking supply and devise plan for enhanced parking management.



## **ARTS & CULTURE (\$5,000 TOTAL)**

**Public Art Installations (\$4,000):** Work with Arts Commission to identify appropriate spaces for permanent or temporary public art installations.

- Place Value
- Social Value

**Community Events (\$1,000):** Host existing Borough events in the district, such as National Night Out, and partner with community organizations to set up new events such as Food Truck Fridays, Car Shows, Summer Solstice Celebration, Juneteenth Celebration, etc.

- Social Value

## **BUSINESS DEVELOPMENT (\$8,000 NPP | \$31,000 TOTAL)**

**Business Outreach Events (\$1,000):** Host open house in Q1 of 2023 for all business and property owners on Woodbridge Avenue to meet them and discuss their vision for Woodbridge Avenue in the context of this program.

- Social Value

**Facade Grants (\$25,000):** Partner with Main Street Highland Park Design Committee to implement a Facade Grant program which will include awnings, signage, planters, grass, bollards, etc.

- Place Value
- Economic Value

**Technical Assistance Courses (\$2,500):** Offer webinars and in-person consultations with NPP businesses on a range of topics from building an online presence to 21st century marketing. Could offer to other businesses in Highland Park for a nominal fee but would be free to NPP businesses.

- Economic Value

**Vacant Storefront Décor (\$2,500):** Purchase bulk décor to fill windows while landlords recruit new tenants.

- Place Value

**Revamp Business Signage & Design Standards (\$0, counted under Planner Costs):** Work with Borough Planner on reviewing current design standards for Woodbridge Avenue and how those may be changed to improve commercial aesthetic in the district.

- Place Value
- Economic Value

## **COMMUNITY SPACES**

### **(\$20,000 NPP | \$23,875 TOTAL)**

**Park Amenities (\$20,000):** Purchase new equipment for Molimock-Graff and Veteran's Park based on recommendations from park studies.

- Place Value

**Veteran's Park Study (\$3,875):** Conduct existing conditions assessment and develop recommendations for park improvements.

- Place Value

## **RESIDENTIAL IMPROVEMENTS**

### **(\$20,000)**

**Porch Renovation Grants (\$10,000):** Matching grants for exterior home improvements (stairs, doorways, porches, drainage/landscaping etc.). Matching requirement based on financial need.

- Place Value
- Economic Value

**Sidewalk Grants (\$10,000):** Matching grants available for sidewalk improvements.

- Place Value
- Economic Value

## **STREETSCAPE**

**(\$59,500 NPP | \$95,625 TOTAL)**

**Irving School Sign Board (\$20,000 | \$5,000 NPP, \$15,000 OPM - CDBG & School Match):** Collaborate with Irving School Administration to purchase and install signage board facing Woodbridge Avenue to dress up the frontage of the school and share pertinent neighborhood information.

**Holiday Decoration Install (\$4,500):** Rent illuminated snowflakes to match holiday decor along Highland Park's Raritan Avenue.

- Place Value
- Economic Value

**Pedestrian Lighting (\$10,000):** Purchase and install pedestrian-scale lighting to illuminate sidewalks.

- Place Value
- Social Value

**Tree Planting (\$55,000 | \$35,000 NPP, \$20,000 OPM - CDBG Funding):** Plant trees along Woodbridge Avenue in newly established tree pits.

- Place Value
- Economic Value

**Planters (\$6,125):** Purchase additional planters for Woodbridge Avenue to extend past So. 11th Avenue.

## **TRANSPORTATION**

**(\$5,000 NPP | \$17,500 TOTAL)**

**Parking Study (\$12,500):** Conduct an inventory of on-street parking supply on Woodbridge Avenue and side streets to formulate improvements in parking management along the commercial corridor.

**Parking Striping (\$5,000):** Stripe parking spaces along Woodbridge Avenue to make clear where parking is and isn't permitted.

- Place Value
- Civic Value

## **ADMINISTRATION**

**(\$7,500 NPP | \$15,000 TOTAL)**

NPP Coordinator Stipend (\$9,000)

Borough Planner Costs (\$6,000)



## YEAR TWO BUDGET

Activity	NPP Funding	Municipal Match	OPM
<b>Arts &amp; Culture</b>			
Public Art	\$4,000		
Community Events	\$1,000		
<b>Business Development</b>			
Business Outreach Events	\$1,000		
Facade Grants	\$2,000		\$23,000
Technical Assistance Courses	\$2,500		
Vacant Storefront Decor	\$2,500		
<b>Community Spaces</b>			
Park Amenities	\$20,000		
Veteran's Park Study		\$3,875	
<b>Residential Improvements</b>			
Porch Renovation Grants	\$10,000		
Sidewalk Grants	\$10,000		
<b>Streetscape</b>			
Irving School Sign Board	\$5,000		\$15,000
Holiday Decoration	\$4,500		
Pedestrian Lighting	\$10,000		
Tree Planting	\$35,000		\$20,000
Planters	\$5,000	\$1,125	
<b>Transportation</b>			
Parking Study		\$12,500	
Parking Striping	\$5,000		
<b>Administration</b>			
Salary: NPP Coordinator	\$7,500	\$1,500	
Salary: Planner		\$6,000	
	<b>\$125,000</b>	<b>\$25,000</b>	<b>\$58,000</b>



**BOROUGH OF HIGHLAND PARK  
RESOLUTION NO. 01-23-20**

**WHEREAS**, Resolution No. 1-23-12, adopted by the Borough Council on January 3, 2023, authorized the annual salaries for 2023 is hereby rescinded and replaced with the current Resolution No. 1-23 20; and

**BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that the Borough Clerk is hereby authorized and directed to notify the Finance Director that the following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an annual and hourly basis:

<b>Title</b>	<b>Employee Name</b>	<b>Longevity</b>	<b>2023 Pay Rate</b>	<b>Effective Date</b>
Council President	Foster, Elsie		\$5,085.00	1/1/2023
Council Member	Canavera, Tara		\$4,239.00	1/1/2023
Council Member	George, Phillip		\$4,239.00	1/1/2023
Council Member	Hale, Matthew		\$4,239.00	1/1/2023
Council Member	Hersh, Matthew		\$4,239.00	1/1/2023
Council Member	Kim-Chohan, Stephany		\$4,239.00	1/1/2023
Borough Administrator	Jover, Josephine		\$114,611.28	1/1/2023
Redevelopment Director	Jover, Josephine		\$15,918.12	1/1/2023
Assistant to the Borough Administrator	Von Thun, Emma		\$58,366.44	1/1/2023
NPP Coordinator	Von Thun, Emma		\$9,180.00	1/1/2023
Assistant to the Mayor	Thompson, Carole		\$21,216.00	1/1/2023
Borough Clerk	Santiago, Jennifer		\$96,900.00	1/1/2023
Registrar of Vital Statistics	Santiago, Jennifer		\$5,610.00	1/1/2023
Director of Code Enforcement & Construction Official	Brescher, Scott		\$111,936.84	1/1/2023
Capital Projects Manager	Brescher, Scott		\$11,486.22	1/1/2023
Housing Inspector	Sumano, Christian		\$50,874.00	1/1/2023
Clerk Typist (Planning, Zoning and Housing)	Valera Acosta, Tania N.		\$37,641.00	1/1/2023
Technical Assistant to the Construction Official (TACO)	Sorbino, Annette		\$55,215.00	1/1/2023
Zoning Subcode Official	Mullin, Michael		\$14,692.08	1/1/2023
Building Inspector	Luthman, Michael		\$18,012.18	1/1/2023
Electrical Subcode Official/Inspector	Varone, Mario		\$22,038.12	1/1/2023
Fire Subcode Official	Langon, Phillip		\$10,751.82	1/1/2023
Plumbing Subcode Official/Inspector	Rossi, Michael A		\$22,038.12	1/1/2023
Communications Coordinator	Jackson, Monica		\$77,616.90	1/1/2023
Camera Assistant	Chekenian, Dennis		\$150 per meeting	1/1/2023
Public Information Officer	Glazer, Harold		\$38,696.76	1/1/2023
Director of Community Services	McGraw, Kimberly Ann		\$93,840.00	1/1/2023
Municipal Alliance Coordinator	McGraw, Kimberly Ann		\$8,100.00	1/1/2023
Community Services Driver	Austin, Maria		\$44,716.00	1/1/2023
Teen Center Coordinator	Burrell, Ashton		\$62,424.00	1/1/2023
Social Worker	Huff, Nicole		\$51,790.00	1/1/2023
Principal Clerk Typist (Comm. Svcs)	Molina, Janet	\$1,350.00	\$50,492.00	1/1/2023
Recreation Coordinator	Sabovick, Annmarie		\$60,180.00	1/1/2023
Community Services Assistant (Aging)	Zielinski, Megan		\$45,598.00	1/1/2023
Instructor	Spool, Beverly		\$38.64	1/1/2023
Driver - PT	Perez, Jose		\$26.00	1/1/2023
Recreation Assistant II	Banks, Symone		\$21.22	1/1/2023
Recreation Assistant II	Ravee, Dvir		\$21.22	1/1/2023

Seasonal Help (Recreation)	Cedarbaum, Michael		\$14.13	1/1/2023
Seasonal Help (Recreation)	Cedarbaum, Roie		\$14.13	1/1/2023
Seasonal Help (Recreation)	Chen, Jason		\$14.13	1/1/2023
Seasonal Help (Recreation)	Cole, Dorian		\$14.13	1/1/2023
Seasonal Help (Recreation)	Concepcion, Angeryca		\$14.13	1/1/2023
Seasonal Help (Recreation)	Eliam, Nagel		\$14.13	1/1/2023
Seasonal Help (Recreation)	Filhart, Sapir		\$14.13	1/1/2023
Seasonal Help (Recreation)	Wang, Shawn		\$14.13	1/22/2023
Superintendent of Public Works	Wieczorkiewicz, Michael		\$109,305.24	1/1/2023
Foreman	Troy, Frank		\$94,245.96	1/1/2023
Clean Communities Coordinator	Troy, Frank		\$1,530.00	1/1/2023
Recycling Coordinator	Troy, Frank		\$2,040.00	1/1/2023
Administrative Assistant	Monte, Linda	\$1,350.00	\$64,964.00	1/1/2023
Sr. Laborer	Avila, Antonio		\$24.46	1/1/2023
Building Maintenance Worker	Batcha, Bradley		\$23.62	1/1/2023
Sr. Laborer	Bell, D'Andre		\$21.12	1/1/2023
Driver	Cahill, Robert C		\$35.77	1/1/2023
Driver	Chekenian, Dennis		\$30.32	1/1/2023
Driver	Corson, Edward T		\$36.63	1/1/2023
Master Laborer	Geoghan Jr, John		\$33.05	1/1/2023
Master Laborer	Gonzalez, Jose		\$35.07	1/1/2023
Equipment Operator	Kohler, Thomas C		\$37.51	1/1/2023
Mechanic	McAvoy, Delany		\$30.59	1/1/2023
Driver	Milan, Michael J		\$35.77	1/1/2023
Driver	Reap, Jeffrey J		\$35.77	1/1/2023
Master Laborer	Rohan, Mark		\$33.05	1/1/2023
Master Laborer	Rohan, Rudolph		\$33.05	1/1/2023
Sr. Laborer	Walker, Walter		\$21.12	1/1/2023
Master Laborer	Webb Sr, James		\$26.62	1/1/2023
Clean Communities Worker	Hudgins, Xavier		\$14.13	1/1/2023
Director of Finance/QPA	Majeski, Lori		\$120,000.00	1/1/2023
Temporary Chief Financial Officer	Champion, Nerea		\$85,000.00	1/1/2023
Payroll/Benefits Coordinator	Vasquez, Jacklyn		\$60,343.20	1/1/2023
Tax Assessor	Mancuso, Thomas		\$52,089.36	1/1/2023
Tax Assessor Clerk	Davies, Kathleen		\$24,459.60	1/1/2023
Tax Collector	Ramos, Mildred		\$81,600.00	1/1/2023
Principal Clerk Typist (Tax)	Autunnnale, Maryann		\$47,732.00	1/1/2023
Firefighter Supervisor	Shamy, Norman		\$62,424.00	1/1/2023
Fire Fighter - FT	Santore, Frank		\$51,000.00	1/1/2023
On-Call Firefighter	Blanchfield, William		\$22.23	1/1/2023
On-Call Firefighter	Fisher, Kenneth		\$22.23	1/1/2023
On-Call Firefighter	Inzano, Christopher G		\$22.23	1/1/2023
On-Call Firefighter	Meehan, Kevin B		\$22.23	1/1/2023
On-Call Firefighter	Morris, Jeffrey P		\$22.23	1/1/2023
On-Call Firefighter	Rampacek, Christopher		\$22.23	1/1/2023
On-Call Firefighter	Salvatore, Georgianna		\$22.23	1/1/2023
On-Call Firefighter	Thiel Jr, Lawrence		\$22.23	1/1/2023

On-Call Firefighter	Watt, Douglas F		\$22.23	1/1/2023
On-Call Firefighter	Ziobro, Christopher		\$22.23	1/1/2023
Director Library Services	Jaggers, Katherine M		\$104,806.00	1/1-1/6/2023
Master Circulations Coordinator	Drach Weidmann, Valeri		\$65,145.52	1/1/2023
Senior Librarian, Youth Services	Jarzabski, Karen		\$81,047.00	1/1/2023
Senior Librarian, Adult Services	Johnson, Sherry R.		\$87,581.00	1/1/2023
Acting Library Director	Johnson, Sherry R.		\$800 per month	1/1/2023
Librarian, Adult Services	Levine, Nathalie		\$60,274.00	1/1/2023
Library Assistant	McKenna, Grace		\$44,312.00	1/1/2023
Administrative Assistant	Smith Mullen, Jennifer		\$44,834.00	1/1/2023
Librarian, Youth Services	Squicciarini, Melaina		\$59,752.00	1/1/2023
Senior Library Assistant	Udeshi, Indru M		\$54,400.07	1/1/2023
Substitute Librarian	Graham-Hicks, Alicia		\$32.11	1/1/2023
Librarian	Herniter, Carla		\$34.34	1/1/2023
Library Assistant	Herniter, Moriah		\$14.32	1/1/2023
Substitute Librarian	Kruglinski, Matthew		\$32.11	1/1/2023
Librarian	Larsen, Jennifer		\$34.34	1/1/2023
Library Assistant	Oriti, Joseph		\$14.32	1/1/2023
Substitute Librarian	Radeva, Irina		\$32.11	1/1/2023
Library Assistant	Raymondi, Jennifer		\$14.32	1/1/2023
Library Assistant	Shaw, Andrea		\$14.32	1/1/2023
Library Assistant	Teixeira, Rose		\$14.32	1/1/2023
Municipal Court Administrator	Horan, Tracey		\$79,203.00	1/1/2023
Municipal Court Judge	Herman, Edward H		\$45,186.00	1/1/2023
Chief of Police	Abrams, Richard E		\$178,602.00	1/1/2023
Captain of Police	Curbelo, Jose L		\$165,948.00	1/1/2023
Lieutenant of Police	Hammill, Thomas M		\$156,728.00	1/1/2023
Lieutenant of Police	Sachau Jr, John A		\$152,633.00	1/1/2023
Sergeant of Police	Culver, Jason C		\$140,314.00	1/1/2023
Sergeant of Police	Haas, Theodore F		\$140,634.00	1/1/2023
Sergeant of Police	Shiffner Jr, Kevin		\$135,874.00	1/1/2023
Sergeant of Police	Soden, David T		\$135,874.00	1/1/2023
Sergeant of Police	Wenskoski, Derek J		\$140,537.00	1/1/2023
Police Officer	Bibby, Sean K		\$111,585.00	1/1/2023
Police Officer	Dean, Caitlyn A		\$69,625.00	1/1/2023
Police Officer	DeCosta, Christopher		\$126,052.00	1/1/2023
Police Officer	Fitzgerald, Bryant		\$94,801.00	1/1/2023
Police Officer	Garley, Sean		\$126,052.00	1/1/2023
Police Officer	Garrity, Kevin M		\$126,052.00	1/1/2023
Police Officer	Giles, Alaina		\$126,052.00	1/1/2023
Police Officer	McGraw, Sean		\$126,052.00	1/1/2023
Police Officer	Nickas, Joseph		\$52,841.00	1/1/2023
Police Officer	Olarra, Jr., Joseph M		\$94,801.00	1/1/2023
Police Officer	O'Mara, Brian J		\$126,052.00	1/1/2023
Police Officer	Pacheco, Adalberto		\$86,409.00	1/1/2023
Police Officer	Palumbo Jr, Gaetano		\$126,052.00	1/1/2023
Police Officer	Reefer, Mark		\$44,449.00	1/1/2023

Police Officer	Sams, Roland		\$61,233.00	1/1/2023
Police Officer	Samson, Justin		\$44,449.00	1/1/2023
Police Officer	Triana, Alexander		\$44,449.00	1/1/2023
Principle Clerk Typist (Det. Bureau)	Fromhold, Barbara		\$55,215.00	1/1/2023
Police Records Clerk	Garcia, Carolyn		\$37,641.00	1/1/2023
Administrative Assistant	Marcik, Janet		\$63,614.00	1/1/2023
Public Safety Telecommunicator	Altomonte, Neena		\$55,311.00	1/1/2023
Public Safety Telecommunicator	Cox, Kaitlyn M		\$59,418.00	1/1/2023
Public Safety Telecommunicator	Keogh, Patrick		\$59,418.00	1/1/2023
Public Safety Telecommunicator	Gonzalez, Sebastian		\$50,378.00	1/1/2023
Crossing Guard	Aarons, Karen		\$20.14	1/1/2023
Crossing Guard	Ciorciari, Catherine		\$12,256.00	1/1/2023
Crossing Guard	Dorval, Julie		\$20.14	1/1/2023
Crossing Guard	Gordon, Carol		\$20.14	1/1/2023
Crossing Guard	Lopez, Christopher		\$20.14	1/1/2023
Crossing Guard	McCants, Nasya		\$20.14	1/3/2023
Crossing Guard	Morris, Lucille		\$12,256.00	1/1/2023
Crossing Guard	Rayside, Charlene		\$12,256.00	1/1/2023
Crossing Guard	Rhein, Jacqueline A		\$12,256.00	1/1/2023
Crossing Guard	Riddick Smith, Deborah		\$12,256.00	1/1/2023
Crossing Guard	Rousseau, Shirley		\$20.14	1/1/2023
Crossing Guard	Russel, O'Dell		\$20.14	1/1/2023
Crossing Guard	Stephen, Thoams		\$20.14	1/1/2023
Crossing Guard	Sweeney, Khlania		\$20.14	1/3/2023

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-21  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO SELL SURPLUS COMPUTER EQUIPMENT**

**WHEREAS**, the Borough has a Dell Latitude 3550 laptop and an iPad tablet with Logitech keyboard that are older and no longer of use to the Borough; and

**WHEREAS**, Gayle Brill Mittler, former Mayor of the Borough of Highland Park has expressed interest in purchasing said iPad and laptop.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that the Borough Administrator is authorized to sell Gayle Brill Mittler the Dell Latitude 3550 laptop at the fair market value of \$170 and the iPad tablet with Logitech keyboard at a fair market value of \$60 for a total of \$230.00.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



**RESOLUTION NO. 1-23-22  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO REJECT PROPOSALS RECEIVED FOR  
INFORMATION TECHNOLOGY SUPPORT AND CONSULTING SERVICES**

**WHEREAS**, after proper notice and advertisement pursuant to the competitive contracting provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-4.1 et seq., on Monday, August 8, 2022 the Borough received the following proposals for the “Information Technology Support and Consulting Services” contractors:

1. Aptimized
2. DiNapoli Consulting Solutions
3. Ocean Computer Group, Inc.
4. TK1 Solutions

**WHEREAS**, independent of the foregoing Request for Proposals solicitation, the Borough received a proposal from the Township of Freehold to render IT services to the Borough pursuant a Shared Services Agreement authorized under N.J.S.A. 40A:65-4; and

**WHEREAS**, at this time the Borough Administrator recommends that the proposals received on October 25, 2022 be rejected and that solicitation be abandoned, and that the Borough instead pursue a Shared Services Agreement for IT services with the Township of Freehold, which is intended to increase the efficiency and cost effectiveness of the provision of these services.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highland Park, County of Middlesex, State of New Jersey that the four proposals received on October 25, 2022 for “Information Technology Support and Consulting Services” are hereby rejected on the basis that the Borough seeks to abandon that solicitation and instead secure services from the Township of Freehold through a Shared Services Agreement, and as further set forth in the “Whereas” clauses above.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, County of Middlesex, New Jersey, do hereby certify the above to be a true copy of a Resolution adopted by the Borough Council of said Borough at its meeting on the 17<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-23  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH  
FREEHOLD TOWNSHIP FOR INFORMATION TECHNOLOGY CONSULTING SERVICES**

**WHEREAS**, N.J.S.A. 40:8-1 et seq. authorizes municipal local units to enter into contracts with one another for the purpose of providing shared services; and

**WHEREAS**, the Borough of Highland Park has a need for Information Technology (IT) consulting services; and

**WHEREAS**, the Township of Freehold offers IT consulting services to public entities; and

**WHEREAS**, a cooperative agreement between municipalities to share services would be beneficial to the taxpayers in both municipalities; and

**WHEREAS**, an agreement entitled “Shared Services Agreement between Freehold Township and Borough of Highland Park for Information Technology Services” has been proposed and found acceptable and is attached to this Resolution; and

**WHEREAS**, funds for this purpose are available in Current Fund Account No. 3-01-42-403-235, in an amount not to exceed \$64,020.00, pending the adoption of the 2023 Municipal Budget, as reflected by the certification of funds by the Chief Financial Officer No. 2023-02.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that:

1. The Mayor and Borough Clerk are hereby authorized to execute the aforementioned Agreement;
2. Pursuant to NJSA 40A:65-1, a certified copy of the within Resolution shall be forwarded to New Jersey Department of Community Affairs, Division of Local Government Services;
3. A certified copy of the Resolution and a fully executed copy of the Agreement be forwarded to the Highland Park Borough Administrator and Highland Park Chief Financial Officer as well as the Freehold Township Administrator.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

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Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

SHARED SERVICES AGREEMENT BETWEEN  
FREEHOLD TOWNSHIP AND THE BOROUGH OF HIGHLAND PARK FOR  
INFORMATION TECHNOLOGY SERVICES

THIS SHARED SERVICES AGREEMENT is effective the 1st day of February, 2023 between TOWNSHIP OF FREEHOLD, a municipal corporation of the State of New Jersey, 1 Municipal Plaza, Freehold, NJ, hereinafter referred to as “Freehold” and BOROUGH OF HIGHLAND PARK, 221 SOUTH 5<sup>TH</sup> AVENUE, HIGHLAND PARK, NJ 08904-2600, hereinafter referred to as “Highland Park.”

The purpose of this Agreement is for Freehold to provide information technology services to Highland Park according to the following terms:

1. This Agreement shall take effect February 1, 2023 and expire January 31, 2024.
2. Freehold shall provide information technology services to Highland Park according to the terms and conditions set forth below.
3. Freehold shall charge Highland Park for information technology services as follows:
  - a) For Level I and Level II support, as described below, a flat fee rate of \$5,335.00 per month (\$64,020.00 per annum); Amount of annual support will increase annually, consistent with increases in wages and other personnel expenses, which will be discussed and negotiated on successor agreement terms. In addition to annual increases, an annual adjustment consistent with the cost of State Pension Benefits will be made annually. These costs will be furnished to Highland Park prior to any adjustment.
  - b) For Level III and Level IV support services and rates are below.

SCOPE OF SERVICES:

The Township of Freehold will provide Level I Basic and Level II Networking services as described below as part of the normal monthly support. Level III Project and Level IV Emergency support services will be provided on an as needed basis.

Level I Basic Support

Support includes but is not limited to:

- Setup of new PCs to conform to standards and installation of software applications
- Troubleshoot/repair hardware issues relating to workstations

- Installation of hardware and routine maintenance for desktop workstations
- Troubleshoot and routine repair of printers (i.e. – fusers, rollers, network cards)
- Troubleshoot applications
- Installation of approved, licensed software on workstations
- Help desk support for workstations – including MS Windows, Office, and approved applications
- Anti-virus updating and scanning of workstations
- Relocation of computers and printers as needed for staff moves
- Provide recommendations/quotes for computer replacement program

### Level II Networking Support

Support includes but is not limited to:

- Network infrastructure changes, support and maintenance
- Maintain/troubleshoot router to current internet provider
- Maintain/troubleshoot current firewall and update policies on current firewall as needed
- Maintain/configure secure VPN connections for remote users
- Daily data backup procedures and configuration changes
- Maintain/troubleshoot connections to remote locations
- Maintain integrity and security of network
  - firewall monitoring
  - anti-virus monitoring
  - internet gateway monitoring
  - apply security updates
  - wireless access points
  - spam and web blocker filtering
  - VPN support on existing firewall
  - adherence to Computer Use Policy
  - education for users
- Add/Change user login accts and permissions
- Maintain Group Policies
- Maintain and support hosted e-mail server, e-mail accounts and mailboxes or Microsoft Exchange E-mail Server
- Configure network printers
- Assistance with current voice/internet provider
- Assistance with door access system with support as needed from current vendor
- Update phone system auto-attendant
- Diagnose and troubleshoot system problems; Any failures which would require the rebuilding of servers and/or networking equipment would be covered under level IV support.

### Level III Project Support

Support includes project planning, design and development for system-wide changes to the network infrastructure. Work will only be performed under this level of service when authorized by the Borough of Highland Park. Typically, a proposal for this type of work would be prepared and submitted for budgeting and approval (see rate schedule.)

- \* Planning, design and development for enhancement and/or replacement of network or system infrastructure
- \* Installation and implementation of new core technology hardware (i.e. servers, routers, switches, firewall, data backup hardware)
- \* Installation and implementation of new or upgraded core technology software (i.e. operating system, data backup software, anti-virus, anti-spam, virtual private network)
- \* Documentation of any new infrastructure changes implemented
- \* Consultation services

### Level IV Emergency Support

Support includes services for emergency response and support situations. Work will only be performed under this level of service when authorized by the Borough of Highland Park (see current rate schedule.)

- \* Core technology failures to include but are not limited to:
  - o Server operating system
  - o Servers (file/print, e-mail, payroll, terminal services server, etc.)
- \* Core network hardware failures to include but are not limited to:
  - o internet router
  - o firewall
  - o network switches
  - o network routers
- \* Support related to a virus outbreak or network security breach.
- \* Any off-hour call in requests and work completed during off hours.

### Required Documentation and Information

In order to begin the transition of IT Consultant services we would need to work closely with Administration and/or previous IT Consultants for any and all documentation/passwords of the Borough's current Information Technology infrastructure. Here is a list of the items needed but not limited to:

- Administrator Passwords and Accounts
- Any network documentation
- Firewall accounts and passwords
- Network device accounts and passwords
- Office 365 or hosted email administrator accounts and passwords
- Any Borough application account and password for day-to-day operations, if needed

Although we will conduct our own initial discovery upon a successful shared service agreement, any documentation/information given up front will ensure a quick and easy transition. Upon completion of the extensive discovery, there may be further recommendations to address.

Cost of Recommendations

We will furnish quotes for any hardware/software recommendations once we have server and network credentials/documentation. Once provided, we can conduct an accurate assessment of all Borough hardware and software. Also due to the current volatility of the supply chain, hardware pricing/inventory have fluctuated on a daily basis. Providing quotes upon the start of a shared service agreement will result in more accurate pricing and availability.

Initial Implementation Project Support

Noting the critical infrastructure needs in the “Initial Assessment” section above. These upgrades would normally be done on a project basis, and costs associated with the labor for implementation would be included in this proposal. However, given the timeframe for which Highland Park requested this proposal, those labor estimates could not be properly copied and investigated. Accordingly, the Borough should anticipate a labor cost between \$15,000 and \$25,000 for these critical initial upgrades. These costs do not include possible hardware and/or software costs, which will be detailed as well.

These projects, once scoped, will be detailed in proposals showing the hourly level of effort using the hourly rates below, and actual costs will be billed during those projects.

CURRENT RATE SCHEDULE: (For Level III and Level IV services only)

Director of Information Technology -	\$140/\$161
Assistant Director of Information Technology -	\$104/\$120
Network Technician -	\$ 64/\$ 74
Network Technician -	\$ 53/\$ 61
Network Technician -	\$ 44/\$ 51

IN WITNESS WHEREOF, parties of this Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

ATTEST: (Affix Seal)

TOWNSHIP OF FREEHOLD

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SANABEL ABOUZEINA  
Township Clerk

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PETER R. VALESI  
Township Administrator

ATTEST: (Affix Seal)

BOROUGH OF HIGHLAND PARK

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Jennifer Santiago  
Borough Clerk

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Mayor

**RESOLUTION NO. 1-23-24  
BOROUGH OF HIGHLAND PARK  
MIDDLESEX COUNTY**

**RESOLUTION AUTHORIZING ISSUANCE OF TAXI OWNER(S) LICENSE FOR THE  
PURPOSE OF OWNING A TAXI CAB IN THE BOROUGH OF HIGHLAND PARK**

**WHEREAS**, JJKEC, LLC (AA Checker Cab) has filed with the Clerk of this Borough an application for a License to operate taxicabs under the provisions of the Ordinance providing for such Licenses for the year 2023; and

**WHEREAS**, the Chief of Police and/or his designee has investigated said applicant and has reported favorably upon said applications;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that said applicants are qualified and that public necessity and convenience would be served by the issuance of said License.

**BE IT FURTHER RESOLVED** that the Borough Clerk be and is hereby authorized and directed to issue an Owners License to the aforesaid applicants.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



**RESOLUTION NO. 1-23-25  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING ISSUANCE OF TAXI OPERATOR LICENSE FOR THE  
PURPOSE OF OPERATING TAXI CAB IN THE BOROUGH OF HIGHLAND PARK**

**WHEREAS**, James Coyle, and David Angel have filed with the Clerk of this Borough an application for a License to operate taxicabs under the provisions of the Ordinance providing for such License for the year 2023; and

**WHEREAS**, the Chief of Police and/or his designee has investigated said applicant and has reported favorably upon said application;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that said applicants are qualified and that public necessity and convenience would be served by the issuance of said Licenses.

**BE IT FURTHER RESOLVED** that the Borough Clerk be and is hereby authorized and directed to issue an Operator Licenses to the aforesaid applicant.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-26  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE FRESH THEATER ARTS AS PRODUCTION  
COMPANY FOR CALENDAR YEAR 2023**

**WHEREAS**, the Highland Park Recreation Department offers opportunities for kids and teens to participate in full-length theater productions; and

**WHEREAS**, the Recreation Department does not have staff that specializes in theater production; and

**WHEREAS**, the Recreation Department solicited three competitive quotes from production companies and Fresh Theater Arts was the only company interested in a production of this scale; and

**WHEREAS**, funds are available for this purpose in Trust Account Number R-19-56-850-001 in the amount not to exceed \$15,000.00, as reflected by the Certification of Funds by the Chief Financial Officer No. 2023-03.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that the Borough Administrator is hereby authorized to enter into a contract with Fresh Theater Arts, 232 South 4<sup>th</sup> Avenue, Highland Park NJ 08904 for the production services for the year 2023.

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to the Finance Department and the Recreation Department.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 3<sup>rd</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-27  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**WHEREAS**, the Highland Park Library has a need to make repairs to the roof, as more fully described on the attached quotation; and

**WHEREAS**, quotes were solicited and only one quote was received as follows:

Northeast Roof Maintenance	\$13,350.00
S&S Roofing	not interested
USA Roofing	no response; and

**WHEREAS**, funds are available for this purpose in Current Account Number 3-01-26-310-232 in the amount not to exceed \$13,350.00, as reflected by the Certification of Funds by the Chief Financial Officer No. 2023-04.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Highland Park that the Director of Public Works is hereby authorized and directed to arrange for said repairs from Northeast Roof Maintenance, 649 Catherine Street, Perth Amboy, NJ 08861 for a total amount not to exceed \$13,350.00.

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to the Director of Public Works, and the Finance Department.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



649 Catherine Street,  
Perth Amboy, NJ 08861  
Tel: 732-442-2020  
Fax: 732-442-8099

Borough of Highland Park  
Department of Public Works  
444 Valentine Ave  
Highland Park, NJ 08904

December 23, 2022

Attn: Michael Wieczorkiewicz

Re: Highland Park Library – Dormer Shingle Drawing as per Architectural Drawings Provided

## **SCOPE OF WORK**

### **Repair of five existing shingle dormers that are housing the duct work for the library adjacent to the main flat roof:**

1. At all five dormers, remove existing shingle at dormer and adjacent valley length. Carefully remove shingles along the valley so as to not disturb the shingles remaining. The shingles are older and damage may occur to remaining shingles. NRM will notify owner if the damage exceeds an acceptable level.
2. At all exposed locations, install new ice and water shield at entire deck surface.
3. Install new drip edges and 'W' valley metal as required. Install ice and water shield along edge of valley.
4. Install new shingles, as close of match to existing as possible. Cut around valley flashing as required, install sealant as required where overlapping metal.
5. Remove debris upon completion.

**Total Cost: \$13,350.00**

Respectfully Submitted,  
*Andrew Hooley*  
Northeast Roof Maintenance, Inc

**RESOLUTION NO. 1-23-28  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING EMERGENCY REPAIRS  
DPW GARBAGE TRUCK NO. 5**

**WHEREAS**, the Highland Park Public Works Department is need to make emergency repairs to Garbage Truck No. 5; and

**WHEREAS**, pursuant to Local Public Contracts Law NJSA 40A:11-6 et seq, a contract may be awarded and immediate delivery of goods or the performance of services may be provided when an emergency affects the public health, safety or welfare; and

**WHEREAS**, On-Site Fleet Services, Inc. is qualified and able to make said emergency repairs and has been authorized to proceed with the work in an amount not to exceed \$9,108.85; and

**WHEREAS**, funds for this purpose are available in Current Fund Account No. 2-01-26-315-232, in an amount not to exceed \$9,108.85, as reflected by the certification of funds by the Chief Financial Officer No. 2023-05.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that the Chief Financial Officer shall be and is hereby authorized and directed to issue payment in the amount not to exceed \$9,108.85 to On-Site Fleet Service, Inc., 36 Edgeboro Road, East Brunswick NJ 08816, for services in connection with repairs to Garbage Truck No. 5.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

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Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Fine				
Foster				
George				
Hale				
Kim-Chohan				

# ON-SITE FLEET SERVICE, INC.

36 EDGEBORO ROAD, EAST BRUNSWICK, N.J. 08816  
(732) 651-1600



HIGHLAND PARK DPW  
444 VALENTINE STREET  
HIGHLAND PARK, NJ 08904

ACCT #1237 INVOICE # 330089025 12/30/22  
2011 pla: 10.8L 8 truck# HIGH0002  
VOLVO vin# 4V5KC9DF3BN295085  
VHD BASE  
H# 732-247-9379 W# (732) 247-9379 C# 732-894-7134 F# (732) 247-48

Page:   
mileage  
76463

## CUSTOMER REPAIR INSTRUCTIONS

PARTS	DESCRIPTION	MECHANIC / WORK
		AS IT SHOULD.

ENGINE		1464.63 Group Total
ZD-22391563	1@ 520.23 520.23 *DOSER	161 10.00hrs @ 84.98/hr 849.80
ZD-1875086	1@ 6.93 6.93 *SEALING RING	CHECK AFTERTREATMENT CODES, TECH
ZD-20592783	1@ 49.58 49.58 *V CLAMP	FINDS REGENERATION NOT COMPLETE,
FL-DEF002	1@ 22.50 22.50 *DEF FLUID 2.5	CHECK ACTIVE CODES TECH FINDS DEF
BR-33806A	3@ 0.89 2.67 **3/8 A/L SLEEVE	QUALITY LOW, SCR EFFICIENCY POOR,
BR-110-4-2	2@ 1.46 2.92 *PIPE BUSHING	DPF SOOT LEVELS HIGH MOST SEVERE
		LEVEL, CHECK DOSING SYSTEM TECH
		FINDS DOSER WITH DEF FLUID AROUND
		GASKET, REMOVE DOSER CRYSTALIZED
		FLUID INSIDE DECOM TUBE FOUND WITH
		DEF BUILT UP, CLEAN OUT DEF FLUID
		CRYSTALS, REPLACE DEF DOSER AND
		GASKETS WITH NEW. REPLACE DECOM
		TUBE GASKETS AND CLAMPS WITH NEW,
		RUN AN SCR EFFICIENCY TEST AND
		MONITOR PRESSURES AND TEMPERAURES,
		ALL NOW STEADY, CODES NOW INACTIVE,
		ROAD TEST TO COMPLETE FIRST
		REGENERATION SELF TEST, PASSES. NO
		FURTHER CODES FOUND AT THIS TIME.

SHOP CHARGES		50.00 Group Total
*Y-93	1@ 50.00 50.00 SHOP SUPPLIES	

RECOMMENDATIONS	WE APPRECIATE THE OPPORTUNITY TO SERVE YOU
Charged	PARTS 6389.49
	LABOR 2719.36
	<< NO TAX >>
	TOTAL INVOICE 9108.85

I, the Registered Owner, authorize you to perform the above repairs using all materials and hours any necessary cycle work to the above estimate. I understand any cost quoted herebefore is an estimate only. Your employees may operate vehicle for inspection, testing, delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. I agree to pay reasonable storage on vehicle all more than 48 hrs. after notification that repairs are completed. An express mechanic's lien is acknowledged on above vehicle to secure that amount of repairs thereto, including those from any prior work or repair contact on this vehicle. In the event an attorney is retained to prosecute this lien or to bring suit for collection of any sums due, agree to pay costs of collection and reasonable attorney fees. Receipt of a copy of this order is hereby acknowledged.

# ON-SITE FLEET SERVICE, INC.

36 EDGEBORO ROAD, EAST BRUNSWICK, N.J. 08816  
(732) 651-1600



HIGHLAND PARK DPW  
444 VALENTINE STREET  
HIGHLAND PARK, NJ 08904

ACCT #1237 INVOICE # 330089025 12/30/22  
2011 plate 10.8L 6 truck# HIGH0002  
VOLVO vin# 4V5KC9DF3BN285085  
VHD BASE  
H# 732-247-9379 W# (732) 247-9379 C# 732-894-7134 F# (732) 247-48

Page

mileage  
75463

## CUSTOMER REPAIR INSTRUCTIONS

CHECK ENGINE LIGHT ON  
DERATED

PARTS	DESCRIPTION	MECHANIC / WORK
-------	-------------	-----------------

DIAGNOSTICS		5816.85 Group Total
ZN-1700321617	1@ 4101.30 4101.30 ^TURBO	156 4.00hrs @ 84.98/hr 339.92
ZD-20932391	1@ 130.04 130.04 ^HOSE	
ZD-21291218	1@ 112.23 112.23 ^HOSE	161 10.00hrs @ 84.98/hr 849.80
ZD-842017	1@ 56.85 56.85 ^CLAMP	CONNECT DIAGNOSTIC EQUIPMENT TO
ZD-21096721	2@ 15.32 30.64 ^GASKET	SYSTEM AND CHECK FOR ACTIVE AND
ZD-21096726	1@ 25.59 25.59 ^GASKET	INACTIVE DIAGNOSTIC TROUBLE CODES.
ZD-21021852	1@ 39.46 39.46 ^CLAMP	TECH FINDS VGT TURBO OUT OF
ZD-UBC769	1@ 49.45 49.45 ^UWD	CALIBRATION, REMOVE TURBO ACTUATOR
ZD-20592787	1@ 49.91 49.91 ^HOSE CLAMP	AND ATTEMPT TO RECALIBRATE, TECH
ZD-21096684	1@ 2.50 2.50 ^ORING	FINDS ACTUATOR FAULTY INTERNALLY,
ZD-20974821	1@ 30.16 30.16 ^O RING	TURBO MUST BE REPLACED TO CONTINUED
		WITH DIAGNOSTICS.
		REMOVE COMPONENTS TO ACCESS TURBO,
		REMOVE AND REPLACE WITH NEW, RESET
		TURBO CODES AND CALIBRATE TO SPECS,
		RUN ENGINE AND CONFIRM TURBO CODES,
		ALL NOW INACTIVE.

AIR SYSTEM		1787.37 Group Total
ZD-85163116	1@ 268.65 268.65 ^VALVE	162 8.00hrs @ 84.98/hr 679.84
ZD-745K1289130R	1@ 266.12 266.12 ^ABS MOD	CHECK OVER AIR SYSTEM FOR LEAKS AND
ZN-490808	2@ 6.75 13.50 ^BRASS 90 DEG	PROPER OPERATION. TECH FINDS AIR
ZN-2718ABB	2@ 103.95 207.90 ^HOSE ASSY	LEAK COMING FROM REAR ABS VALVES,
ZN-R955300	1@ 352.36 352.36 ^DRYER	AIR DRYER FOUND LEAKING EXCESS
		WATER, REMOVE AND REPLACE AIR
		DRYER, MAIN AIR LINES, AND REAR ABS
		RELAY VALVES WITH NEW, TRUCK NOW
		BUILDING UP AIR PROPERLY, CHECK FOR
		FURTHER LEAKS, REPAIR SMALL LEAKS
		AS NEEDED, AIR SYSTEM NOW WORKING

## RECOMMENDATIONS

Charged

I, the Registered Owner, authorize you to perform the above repairs. I supply all materials and handle any necessary road work to the above vehicle. I understand any cost quoted hereof is an estimate only. Your employees may operate vehicle for inspection, testing or delivery at my risk. You will not be responsible for loss or damage to vehicle or trailer left in it. I agree to pay reasonable storage on vehicle left more than 48 hrs, after notification that repairs are completed. An express mechanic's lien is acknowledged on above vehicle to secure that amount of repairs listed, including those from any prior work or repair contact on this vehicle. In the event an attorney is retained to enforce this lien or to bring suit for collection of any amount due, I agree to pay costs of collection and reasonable attorney fees. Receipt of a copy of this order is hereby acknowledged.

## WE APPRECIATE THE OPPORTUNITY TO SERVE YOU

\*\*\* SEE NEXT PAGE \*\*

**RESOLUTION 1-23-29  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE OFF-PREMISES RAFFLE LICENSE  
HIGHLAND PARK ATHLETIC TEAMS BOOSTERS, INC.**

**WHEREAS**, the Highland Park Athletic Teams Boosters, Inc. has made application to the Borough Council of the Borough of Highland Park for a license to hold, operate and conduct a Off-Premises Raffle for merchandise in accordance with the Raffles Licensing Law (NSJA 5:8-50 to 76), on March 3, 2023; and

**WHEREAS**, the Borough Council has made or caused to be made an investigation of the qualifications of said applicant and the merits of said application and have determined that said applicant is qualified to hold, operate and conduct Raffles in accordance with the Raffles Licensing Law and the findings set forth in the Form 5A of the Legalized Games of Chance Control Commission.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Clerk shall be and is hereby authorized and directed to issue a license to the Highland Park Educational Foundation, Inc., for the holding, operation and conduct of a raffle on the above date upon payment of a legal fee therefor, subject to the provisions of the Raffles Licensing Law and the rules, regulations and amendments thereto promulgated by said Control Commission.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				



**RESOLUTION 1-23-30  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE OFF-PREMISES RAFFLE LICENSE  
HIGHLAND PARK ATHLETIC TEAMS BOOSTERS, INC.**

**WHEREAS**, the Highland Park Athletic Teams Boosters, Inc. has made application to the Borough Council of the Borough of Highland Park for a license to hold, operate and conduct a Off-Premises Raffle for merchandise (handbag) in accordance with the Raffles Licensing Law (NSJA 5:8-50 to 76), on March 3, 2023; and

**WHEREAS**, the Borough Council has made or caused to be made an investigation of the qualifications of said applicant and the merits of said application and have determined that said applicant is qualified to hold, operate and conduct Raffles in accordance with the Raffles Licensing Law and the findings set forth in the Form 5A of the Legalized Games of Chance Control Commission.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Clerk shall be and is hereby authorized and directed to issue a license to the Highland Park Educational Foundation, Inc., for the holding, operation and conduct of a raffle on the above date upon payment of a legal fee therefor, subject to the provisions of the Raffles Licensing Law and the rules, regulations and amendments thereto promulgated by said Control Commission.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-31  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE BINGO LICENSE**

**WHEREAS**, the Highland Park Highland Park Athletic Teams Boosters, Inc. has made application to the Borough Council of the Borough of Highland Park for a license to hold, operate and conduct games of chance commonly known as Bingo in accordance with the Bingo Licensing Law (NSJA 5:8-24 to 49), on March 3, 2023; and

**WHEREAS**, the Borough Council has made or caused to be made an investigation of the qualifications of said applicant and the merits of said application and have determined that said applicant is qualified to hold, operate and conduct Bingo in accordance with the requirements of the Bingo Licensing Law and the findings set forth in Form 5A of the Legalized Games of Chance Control Commission;

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Clerk shall be and is hereby authorized and directed to issue a license to the Highland Park Educational Foundation for the holding, operation and conduct of games of chance commonly known as Bingo upon payment of a license fee, subject to the provisions of said Licensing Law and the rules, regulations and amendments thereto promulgated by said Control Commission.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-32  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION TO AMEND RESOLUTION NO. 22-134 FOR 2022 REFORESTATION  
&  
TREE PLANTING GRANT FROM NJDEP TO CHANGE SIGNATORIES**

**WHEREAS**, the Shade Tree Advisory Committee (STAC) desires to continue to replenish the Borough’s tree canopy and meet the goals outlined in their approved Community Forestry Management Plan (CFMP); and

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP) has funds available for this initiative through the Urban & Community Forestry Program; and

**WHEREAS**, STAC desires to apply for a grant from NJDEP in the amount of \$150,000 which will require a 25% match totaling \$37,500; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that the Administrator and Borough Clerk are hereby authorized and directed to execute and submit, on behalf of STAC, the grant application to NJDEP.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Borough Administrator and the Borough Clerk are hereby authorized to sign the grant agreement upon acceptance on behalf of the Borough of Highland Park and that their signature constitutes acceptance of the terms and conditions and approves the execution of the grant agreement.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-33  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING APPROVAL OF BILLS LIST**

**BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that all claims presented prior to this meeting as shown on a detailed list prepared by the Borough Treasurer, and which have been submitted and approved in accordance with Highland Park Ordinance No. 1004, shall be and the same are hereby approved; and

**BE IT FURTHER RESOLVED** that the Borough Clerk shall include in the minutes of this meeting a statement as to all such claims approved as shown in a Bills List Journal in accordance with said Ordinance.

The bills approved for payment at this meeting, Bills List 1/17/2023 can be found in the Bills List Journal Book No. 43.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-34  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**WHEREAS**, N.J.S.A. 40A:4-19 allows for a municipality to adopt a temporary budget within the first 30 days of its budget year when contracts, commitments or payments need to be made prior to the adoption of the regular budget, and

**WHEREAS**, the Borough of Highland Park requires additional appropriations to maintain operations until such time that the Borough Budget is adopted.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park, County of Middlesex, that the following temporary emergency budget appropriations be authorized:

<b>DEPARTMENT</b>	<b>TYPE</b>	<b>AMOUNT</b>
Township of Freehold IT Svcs	O/E	\$16,500.00

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be transmitted to the Chief Financial Officer of the Borough.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTION NO. 1-23-35  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**BE IT RESOLVED** by the Borough Council of the Borough of Highland Park that transfers of 2022 budget appropriation balances shall be made as follows:

**Budget Transfer #5**

Description	From	To
Recreation OE	5,400.00	
Apartment Solid Waste OE		5,200.00
Dept on Aging OE		200.00
	5,400.00	5,400.00
		0.00
Budget Transfer #5		

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				

**RESOLUTIN NO. 1-23-36  
BOROUGH OF HIGHLAND PARK  
COUNTY OF MIDDLESEX**

**RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, Section 8 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Borough Council is of the opinion that such circumstances exist.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highland Park, in the County of Middlesex, State of New Jersey, as follows:

1. The public shall be excluded from the closed session at close of tonight’s open session.
2. The general nature of the subject matter to be discussed is as follows:  
  
Botteon v. Borough of Highland Park
3. It is anticipated at this time that the above stated subject matter will be made public when these matters are resolved or as soon thereafter as it is deemed to be in the public interest to do so.
4. This Resolution shall take effect immediately.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the above to be a true copy of a resolution adopted by the Borough Council of said Borough on the 17<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera				
Foster				
George				
Hale				
Hersh				
Kim-Chohan				