

BOROUGH OF HIGHLAND PARK
MAYOR & COUNCIL CONFERENCE MEETING
TUESDAY, APRIL 17, 2018

MINUTES

1. Mayor Brill Mittler called the meeting to order at 6:04 p.m. and 9:13 p.m.
2. PRESENT: Mayor; Council; Borough Attorney; Borough Administrator; Borough Clerk.

Also in Attendance: CFO Gardner.

NOTE: Upcoming Meeting schedule:

April 20, 2018	Administration Committee Meeting – 12:00 PM.
April 24, 2018	Special Redevelopment Meeting – 6:00 PM.
April 24, 2018	Special Council Meeting – 7:00 PM.
April 25, 2018	Public Safety Committee Meeting – 8:15 AM.
	Finance Committee Meeting – 6:30 PM.
May 1, 2018	Council Committee Reports 6:00 PM; Agenda Meeting 6:30 PM; Regular Meeting 7:00 PM; Conference Meeting to follow.
May 7, 2018	Recreation & Arts Committee Meeting – 8:30 AM.
June 13, 2018	Economic Development & Planning Comm. Mtg. – 8:30 AM

3. Council Goals:

Councilman George:

- Parking Plan – submitted to members for review.

Councilwoman Foster-Dublin:

- Teen Center – completion date should be in May. Need to install internal and external cameras to the building. Need to have ADA accessible door installed and visitors will still need to be buzzed into the building. Requesting donation from Commission for Universal Access Trust Fund towards cost of ADA accessible door. Home Depot will provide paint for the building and Kaplan Properties will donate the material for the floors. She will meet with representatives from Perth Amboy who just started a teen center.

Councilwoman Kim-Chohan:

- Outdoor Arts Programs – open studios event has been scheduled. Will coordinate with Mayor's Wellness Campaign and the Arts Commission.

Councilman Fine:

- Taxes – Charitable Fund Legislation was put on Governor's desk for signature. He has 45 days to act on it.

4. Public Discussion (15 minutes) – none.
5. Memorial or Commendatory Resolutions or Presentations scheduled as indicated:
 - a.

6. Ordinances on 1st Reading – no ordinances scheduled for introduction for 5/1/18:
 - a.
 - b.
7. Ordinances on 2nd Reading – no public hearings scheduled for 5/1/18:
 - a. Amusement & Entertainment Ordinance.
 - b.
8. Resolutions for Next Meeting - scheduled for 5/1/18:
 - a. Bills List (5/1/18).
 - b.
 - c.
 - d.
 - e.
 - f.
9. Appointments – none.
10. Borough Attorney's Report – none.
11. Borough Administrator's Report – none.
12. Standing Committee Status Reports – none.
13. Discussion Items.
 - a. Property Purchases – Councilwoman Welkovits provided update on Borough Square Project. They are looking at property to the left of the Main Street building. The property owner wants too much money but they are more interested in the rear lot that is vacant. Borough Administrator Jover noted that if Pramer shares driveway, they would need access from Raritan Avenue. She will show everyone the property on the big map. Councilwoman Welkovits noted that the property to the right, Highland Spark, wants \$800,000. Mayor Brill Mittler spoke about boutique hotel concept with 50 rooms. This would get the Borough the hotel tax and they would be able to collect from many Airbnb rentals in Highland Park. Councilwoman Welkovits further noted that there is a legal way to get more ABC licenses in town.
 - b. Update on Committee of Understanding – Mayor Brill Mittler noted that they held a meeting the other night. There were four Police Officers that attended along with ten residents, as well as Bruce Morgan, Councilwoman Foster-Dublin and Councilman Hersh. Everyone had a chance to talk about what is sparking this discussion. The discussion focused on inherent racial bias. People were asking for information that cannot yet be released. They will not meet again until the investigation is over.
 - c. NJIB Proposal with Middlesex Water Company – Borough Administrator Jover noted that she has a draft proposal to fund replacement of non-borough owned meters. Will need to move quickly on this matter and a resolution will need to be passed at the next meeting. Need to decide on scope of the project. Will need some capital to support the project and get reimbursement to fully support the project. CFO Gardner noted that the Borough would need to pass an ordinance for the full amount of the project and set up appropriations for the capital improvements. For a \$2 million dollar project, would have to pay 5% deposit (\$100,000). Councilman George noted that NJ Infrastructure Bank is a new program that makes loans. Borough Administrator Jover noted that the Borough needs to do an asset management plan and maintain and replace hydrants as required by law. The Water & Sewer

- Department has been out collecting information on the sizes of the large meters. The meters at the Housing Authority building are old and the guns are not working. Councilman George suggested using the Housing Authority as the test site for the ultra-sonic meters.
- d. RFP for Clean Up at Solar Field – Borough Administrator Jover noted that they had a very good meeting down at the future solar field with some high ranking officials from the NJDEP. They have draft closure and post closure plan. They were fine with the vegetation on the site. Need to clean up small piles of debris around the site. She will have Bruce Koch from CME Associates take a look at the closure and post closure plans. Need to do an RFP for a contractor to remove the piles of debris. PSE&G will help with the bid specifications. Once the debris is removed they plan to put in soil and some flowering material to beautify the area. Assemblywoman Pinkin and a representative from the Governor's Office attended the site visit. Mayor Brill Mittler received feedback from Governor Murphy. The Borough needs to follow through on this project as everyone is watching. Councilman George noted that he would like to meet with Borough Administrator Jover on Friday to view the site and to advise members of the Shade Tree Advisory Committee and the Meadows Volunteers about the scope of the project.
 - e. ADA Compliance for 212 Raritan Avenue – Borough Administrator Jover noted that she had the Borough Attorney do research on whether the Borough is required to make the Main Street building that it owns and rents for office space, ADA compliant. The Borough Attorney has advised that after researching both state and federal laws, the Borough does not have to make the building ADA compliant. Borough Administrator Jover noted that a ramp would cost approximately \$3,000 to purchase and install. The building has a hole in the side of the building and a new door would need to be installed. There are problems with the plumbing in the building. She will communicate to Main Street Highland Park that the building not be used for public assembly and that when events are held outside of the building that the public not be allowed to enter to use the restrooms.
14. On motion made by Councilman George, seconded by Councilwoman Kim-Chohan, and carried by affirmative voice vote of all Councilpersons present, Council went into Executive Session at 9:48 PM to discuss one personnel matter. On motion made by Councilman George, seconded by Councilman Fine, and carried by affirmative voice vote of all Councilpersons present, the Council returned to open session at 9:58 PM.

There being no further business, on motion made by Councilman George, seconded by Councilman Fine, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 9:58 PM.

Respectfully submitted,

Joan Hullings
Borough Clerk