

BOROUGH OF HIGHLAND PARK  
MAYOR & COUNCIL CONFERENCE MEETING  
TUESDAY, MARCH 20, 2018

MINUTES

1. Mayor Brill Mittler called the meeting to order at 6:05 p.m. and 10:25 p.m.
2. PRESENT: Mayor; Council (Councilwoman Kim-Chohan 6:27 p.m.; Councilman George 6:09 p.m.); Borough Attorney; Borough Administrator; Borough Clerk.  
Also in Attendance: CFO Gardner; Chief Rizco.

**NOTE: Upcoming Meeting schedule:**

<b>March 27, 2018</b>	<b>Standing Committee Meetings; Special Meeting if needed.</b>
<b>April 3, 2018</b>	<b>Council Committee Reports 6:00 PM; Agenda Meeting 6:30 PM; Regular Meeting 7:00 PM; Conference Meeting to follow.</b>

3. Council Goals:

Councilman Hersh:

- Affordable housing – meeting cancelled for next week will be rescheduled.
- Municipal ID – Working with banks in town. Also contacted Catholic Charities and New Brunswick Tomorrow. Working with Perth Amboy and New Brunswick on cross acceptance of the ID as well as the County.
- Splash Park – still in exploratory stage. Not sure whether to identify space first or seek funding for the project first. To be discussed further in committee.
- Immigration/Refugee Program – passing resolution tonight.

Councilwoman Welkovits:

- Redevelopment – Will be meeting with Walter Avenue residents about a possible plan for 31 River Road.
- Master Plan Development Planning – Steve Nolan with Chair the group. Other members include Alan Kluger, Allan Williams, Trish Sanchez, and Jeff Perlman.
- NJDOT Technical Grant – held kickoff meeting.
- Gateway – last Wednesday, monitoring wells were installed at the dry cleaners in the back. After 3 months, reports will be done and submitted to the DEP.
- Borough Square – will be meeting with property owner of Highland Sparks.
- East Coast Greenway – Freeholder Director Ron Rios to come here in April to do a tour.

Councilman Fine:

- Taxes – met with Library Director last week and asked them to make cuts. Had emergency library board meeting and agreed to cut \$40,000, no layoffs.

Councilwoman Foster-Dublin:

- Warming Centers – plans in place due to the horrific weather, but so far no one has taken advantage.
- Teen Center – building is well on its way. Going in April to visit the Brick Teen Center along with some of the teens from town. Have held meetings about staffing for the teen center.
- Community Policing – will do another forum to provide more awareness and get input from the public.

- Street Fairs policing plan – discussion of the need for so many off-duty police officers and the costs associated with the street fair.

Councilman George:

- Parking Plan – has started reviewing the data from the parking study and the utilization study. This information will go to parking study group for final review and recommendations.
- Solar Field – PSE&G is requesting a meeting and the Borough Administrator is coordinating that meeting.
- Metering Project – Middlesex Water sent a list of hard projects as part of the asset inventory that needs to be done as part of the Water Quality Assessment Act. Need to work on implementation of the large meter project.

Councilwoman Kim-Chohan:

- Outdoor Arts Programs – waiting for the weather to break.
- Splash Park – have to coordinate with Councilman Hersh.
- Review of Senior/Youth Center – waiting for date to update the building (painting, etc.).

4. Public Discussion (15 minutes) – none.
5. Memorial or Commendatory Resolutions or Presentations scheduled as indicated:
  - a.
6. Ordinances on 1<sup>st</sup> Reading – no ordinances scheduled for introduction for 4/3/18:
  - a. Historic Commission Ordinance.
  - b.
7. Ordinances on 2<sup>nd</sup> Reading – no public hearings scheduled for 4/3/18:
  - a. Water & Sewer Fee Ordinance.
  - b. CAP Rate Exception Ordinance (4/17/18).
8. Resolutions for Next Meeting - scheduled for 4/3/18:
  - a. Bills List (4/3/18).
  - b.
  - c.
  - d.
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. Middlesex County Water Update - Councilman George explained that Middlesex Water sent over a list of three items that the Borough can do. (1) assessment; (2) assessment is part of the water quality assessment act; and (3) pieces of that are the ones that are refundable/bondable from the NJ Infrastructure Bank. They are trying to set up another meeting with Middlesex Water. Was able to download the grant

- information from the State website. Borough Administrator met with Jan and Bob from Middlesex Water. They are going to draft something in the proper format for the NJ Infrastructure Bank. Middlesex Water Company did the same thing with the Borough of South Plainfield. The next step is to discuss going into any type of partnerships and to what extent. Mayor Brill Mittler asked about timetable for this project. Borough Administrator noted that it is a 2 page application that needs to be done and Middlesex Water Company will fill it out. She will email them tomorrow.
- b. Water and Sewer Fees – Borough Administrator Jover noted that we will need a special meeting to discuss the water and sewer ordinance and the 2018 budget. Special meeting to be held on March 27, 2018 at 6:15 p.m.
  - c. Redevelopment Agency Meeting Schedule – Discussion deferred to the next meeting.
  - d. Band Aid Bench Location – Councilwoman Kim-Chohan explained that the Arts Commission would like to put the bench near Rite Aid by the Art Windows. They plan to meet with Rite Aid to discuss placement. Councilman George suggested moving the bench further down as suggested by the Arts Collective. Councilwoman Welkovits to communicate with Main Street Highland Park on bench placement.
  - e. Historical Commission Ordinance Update – Councilwoman Kim-Chohan provided draft of ordinance to be introduced at next meeting. The Commission wants to document certain buildings in town to show history, especially with redevelopment when buildings are changed.
  - f. Code Fines – Councilwoman Welkovits explained that presently any violations written for Code Enforcement go to the Municipal Court and/or the State of new Jersey. Would like to have fines stay with the municipality. Borough Attorney talked to Code Enforcement Director about the way they write the tickets. If the violation is not written under the ordinance, you get to keep the money.
  - g. Shared Services – Discussion deferred to the next meeting.
14. On motion made by Councilman George, seconded by Councilman Hersh, and carried by affirmative voice vote of all Councilpersons present, Council went into Executive Session at 6:35 PM to discuss one matter involving any tactics and techniques used in protecting the safety and property of the public and investigations of violations or possible violations of the law. On motion made by Councilman George, seconded by Councilman Hersh, and carried by affirmative voice vote of all Councilpersons present, the Council returned to open session at 6:56 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 10:58 PM.

Respectfully submitted,

Joan Hullings  
Borough Clerk