

**Mayor & Council  
Workshop Meeting with Special Action  
September 2, 2009**

Mayor Little called the meeting to order at 7:21 P.M.

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

**ROLL CALL:**

**Present: Mr. Francy, Ms. Kane, Mayor Little**

**Late Arrival: Mr. Caizza, Mr. Urbanski arrived a few minutes late.**

**Also Present: Carolyn Cummins, Deputy Clerk  
Bruce Hilling, Borough Administrator  
Scott Arnette, Esq., Borough Attorney  
Stephen Pfeffer, CFO**

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**Executive Session Resolution:**

Mrs. Cummins read the following Resolution for approval:

Mr. Francy offered the following Resolution and moved its adoption:

**RESOLUTION  
EXECUTIVE SESSION**

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

- |                                 |   |
|---------------------------------|---|
| <b>1.Litigation:</b>            | <b>AHHRSA, EDU Credits</b>  |
| <b>2.Contract:</b>              |   |
| <b>3.Real Estate: Property:</b> | <b>Bay &amp; Waterwitch Ave</b>                                   |
| <b>4. Personnel Matters:</b>    | <b>Reg Robertson – DPW Supervisor – Riced<br/>Clerks Position</b> |

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

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

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

1. Rendered confidential by Federal law or that if disclosed would impair receipt of Federal funds.
2. Rendered confidential by State Statute or Court Rule.
3. Would constitute an unwarranted invasion of individual privacy.
4. **Deals with collective bargaining, including negotiation positions.**
5. **Deals with purchase, lease or acquisition of real property with public funds.**
6. Related to setting of bank rates or the investment of public funds and disclosure could adversely affect the public interest.
7. Related to tactics and techniques utilized in protecting the safety and property of the public disclosure may adversely affect the public interest.

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8. Related to investigation of violations or possible violations of the law.
9. **Related to pending or anticipated litigation or contract negotiations in which the public body is or may be a party.**
10. **Falls within the attorney-client privilege and confidentiality is required.**
11. **Deals with personnel matters of public employees and employee has not requested that the matter be made public.**
12. Quasi-judicial deliberation after public hearing that may result in imposition of a civil penalty or suspension or loss of a license or permit.

Seconded by Ms. Kane and approved on the following roll call vote:

**ROLL CALL:**

**AYES:** Mr. Francy, Ms. Kane, Mayor Little

**NAYES:** None

**ABSENT:** Mr. Caizza, Mr. Urbanski

**ABSTAIN:** None

The Governing Body then entered into Executive Session.

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Mayor Little called the meeting back to order at 8:40 P.M.

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

**ROLL CALL:**

**Present:** Ms. Kane, Mr. Francy, Mr. Caizza, Mr. Urbanski, Mayor Little

**Absent:** None

**Also Present:** Carolyn Cummins, Deputy Clerk  
Bruce Hilling, Borough Administrator  
Stephen Pfeffer, CFO  
Scott Arnette, Esq., Borough Attorney

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**Public Portion on Consent Agenda Items:**

Mayor Little stated that Resolution R-09-168 is being tabled until September 16, 2009 and Resolution R-09-167 is going to be set for action this evening separately.

There were no questions or comments from the public.

**Consent Agenda Resolution:**

Ms. Kane offered the following Resolution and moved on its adoption:

**R-09-166**

**RESOLUTION – COMPENSATED ABSENCE-DISABILITY RETIREMENT**

**WHEREAS**, Nina Flannery has been employed by the Borough of Highlands as the Borough Clerk since September 1987; and

**WHEREAS**, on September 1, 2009, Nina Flannery has retired; and

**WHEREAS**, Nina Flannery is entitled to compensated absence benefits for her accrued vacation time of 116.50 hours equating to \$4,818 (rounded) and accrued sick time of 450.75 hours equating to \$18,643 (rounded) totaling \$23,461; said benefits are in accordance with the terms of the employment agreement between the Borough of Highlands and Nina Flannery as

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authorized by Resolution 09-112. The above payment will be reduced should any accrued time be utilized between August 25, 2009 and August 31, 2009; and

**WHEREAS**, in accordance with N.J.S.A. 40A:9-165, the governing body must authorize all benefits; and

**WHEREAS**, before any payment is made, the Chief Financial Officer must certify that sufficient documentation exists as to the amount of the accumulated absence, and that funds are available to pay the amount due.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands that subject to the certification of funds availability by the Chief Financial Officer, that Nina Flannery receive the aforementioned compensation absence benefits.

Certification of Funds: Trust Fund – Reserve for Accumulated Leave  
Contingent upon adequate funds being  
appropriated in the adopted SFY 2010 budget.

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Stephen Pfeffer  
Chief Financial Officer

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

**ROLL CALL:**

**AYES:** Mr. Francy, Ms. Kane, Mr. Caizza, Mr. Urbanski, Mayor Little  
**NAYES:** None  
**ABSENT:** None  
**ABSTAIN:** None

Ms. Kane offered the following Payment of Bills and moved on its approval for payment:

**RECAP OF PAYMENT OF BILLS  
09/02/09**

<b>CURRENT:</b>		\$	36,311.42
Payroll	(08/30/09)	\$	135,462.48
Manual Checks		\$	12,857.65
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	236.51
Payroll	(08/30/09)	\$	7,239.87
Manual Checks		\$	22,811.68
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	34,470.41
<b>CAPITAL-MANUAL CHECKS</b>		\$	10,953.11
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	2,265.85
Payroll	(08/30/09)	\$	1,400.00
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	

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<b>GRANT FUND</b>	\$	496.92
Payroll (08/30/09)	\$	1,437.24
Manual Checks	\$	
Voided Checks	\$	
 <b>DEVELOPER'S TRUST</b>	 \$	
Manual Checks	\$	
Voided Checks	\$	

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

**BOROUGH OF HIGHLANDS  
Supplemental Bill List for September 2, 2009**

Highlands Fire Department – Expenses for Fire Convention	\$ 6,450.00
Total Supplemental Bill List	<hr/> \$ 6,450.00

Seconded by Mr. Francy and approved for payment on the following roll call vote:

**ROLL CALL:**

**AYES: Mr. Francy, Ms. Kane, Mr. Caizza, Mr. Urbanski, Mayor Little**  
**NAYES: None**  
**ABSENT: None**  
**ABSTAIN: None**

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**Other Resolutions:**

**Resolution R-09-167**

Mayor Little offered the following Resolution and moved on its adoption:

**R-09-167  
RESOLUTION APPOINTING MUNICIPAL CLERK**

**WHEREAS**, Nina Light Flannery has retired from her position as Municipal Clerk; and

**WHEREAS**, it is required that the Borough appoint a Certified Municipal Clerk as soon as possible; and

**WHEREAS**, there is within the Borough of Highlands Municipal Offices a Certified Municipal Clerk that is now serving as Deputy Borough Clerk and has been employed by the Borough since 1987;

**NOW, THEREFORE, BE IT RESOLVED** that Carolyn Cummins, RMC C-1248 be and here is appointed Borough Clerk of the Borough of Highlands for the three year term to expire September 1, 2012;

**BE IT FURTHER RESOLVED** that said appointment becomes effective immediately and that said position be compensated at the rate of \$64,322.00. This salary including the duties of Borough Clerk, Assessment Search Officer, Secretary to Planning & Zoning Boards and longevity. All other aspects of employment will be in accordance to the Employee Handbook.

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Her current employment status will be maintained in her new position relative to those matters covered by the Employee Handbook.

Seconded by Ms. Kane and adopted on the following roll call vote:

Discussions

Mr. Francy stated that he believes that this is a rush decision and that there are things that they are considering in terms of combining positions. He spoke against the need to appoint Ms. Cummins at this time as Borough Clerk. He suggested that the Council take 90-days to make a decision to possibly appoint a Borough Administrator/Borough Clerk. He also expressed his objection with regard to the salary. He stated that his opinion is no reflection on Ms. Cummins but a reflection on Council to review the position.

Mr. Urbanski stated that he has nothing against Ms. Cummins but he does not believe that there was any homework on this appointment. He does not believe that the Borough maybe able to back out her salary if there is a need to appoint a Board Secretary. He recommends that that the Council takes 90-days before acting.

Ms. Kane spoke about how much responsibility is involved with the Borough Clerk Position.

Mr. Caizza spoke in favor of appointing Ms. Cummins.

Mayor Little stated that the Councils comments are not a surprise. She stated that she is comfortable with a salary \$64,322 and if it didn't include the duties of Board Secretary. She spoke about all the responsibilities of the position of the Borough Clerk. She spoke in support of appointing Carolyn Cummins.

**ROLL CALL:**

**AYES: Ms. Kane, Mr. Caizza, Mayor Little**

**NAYES: Mr. Francy, Mr. Urbanski**

**ABSENT: None**

**ABSTAIN: None**

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**Ordinances: Introduction, Set Public Hearing Date for September 16, 2009**

**O-09-21**

Mrs. Cummins read the title of Ordinance O-09-21 for introduction and setting of a public hearing date.

Mr. Francy offered the following Ordinance on introduction and set a public hearing date for September 16, 2009 at 8:00 P.M. after publication according to law:

**O-09-21**

**ORDINANCE AMENDING "THE REVISED GENERAL ORDINANCES OF THE  
BOROUGH OF HIGHLANDS, 1975 CHAPTER IX, WATER AND SEWER SECTION 9-  
8.1 SEWER RATES AND CHARGES**

**WHEREAS**, the Borough of Highlands is required to establish sewerage service charges for the use or services of the municipal sewer collection system; and

**WHEREAS**, said rates shall be equitable and uniform for the same type, class and amount of usage based upon the considerations as required by law; and

**WHEREAS**, said rates shall be in amounts sufficient so that the revenues shall at times be adequate to pay the expenses of operation and maintenance of the utility system and to pay the debt service thereon; and

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**WHEREAS**, the connection charges for the sewer collection system shall be fixed in amounts sufficient to pay for the costs of the physical connection and those amounts set forth in NJSA 40:14B-22.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Highlands that the above entitled ordinance of the Borough of Highlands is hereby amended and supplemented in its entirety to read as follows:

1. Section 9.8.1 **SEWER RATES AND CHARGES**

Sewer service charges shall be as follows:

User Classification	Quarterly Rate
Residential	\$100.00

Non Residential (including schools)

Quarterly sewer charges herein imposed shall be based upon water consumption of the property served, as hereinafter set forth. The charges for each quarter shall be a minimum charge of \$100.00 per quarter for up to 31,938 gallons of water usage. Over 31,938 gallons of water usage, additional charges shall be based on \$.00316 per gallon for the excess. Sewer charges shall be based on water usage from the prior quarter.

Houses of Worship (including but not limited to Churches, rectories and convents):	\$35.00
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2. Any portion of the above entitled ordinance which is inconsistent herewith is hereby rescinded and repealed. In all other respects the aforesaid ordinance is ratified, confirmed and approved.

3. This ordinance shall take effect after final adoption and advertisement in accordance with law on

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

**ROLL CALL:**

**AYES:** Mr. Francy, Ms. Kane, Mr. Caizza, Mr. Urbanski, Mayor Little

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** None

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**Committee Reports:**

Mayor Little stated that the committee reports that were provided can be made as part of the meeting minutes.

**Finance**

**DPW**

Mr. Urbanski announced that garbage pick-up will be reduced to once a week pick up which he further explained. This change will be effective October 5<sup>th</sup> through May 3<sup>rd</sup>. He stated that this pick up is already in the Borough Ordinance.

Mayor Little stated that this should be further discussed during public portion.

**Public Safety**

Report to Council  
September 2009

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- \* With another school year fast approaching officers were directed to be at both schools during the arrival and dismissal times as part of the Statewide Narcotic Action Plan. Officers will also be there to ensure traffic safety for both the pedestrians and vehicles.
- \* Our department recently received notification that we were awarded a grant through the New Jersey State Department of Law and Public Safety. The award enables our department to purchase (1) Live Scan fingerprint device with Mug Photo. The equipment will help this department as it provides rapid and accurate identification of suspects while still in custody and electronically forwards the fingerprints to the State Police and FBI.
- \* As some of you may recall, in 2006 the Highlands Police Department implemented our Strategic Plan. We began by sending surveys to residents and business owners to gather input for priority concerns within the community. As with anything else, things change over time, which is why the Highlands Police Department will begin the process by sending out surveys within the next month. The information gained through these surveys is instrumental in determining the priority concerns facing the community now and how to revise the Strategic Plan.
- \* Total Calls for Service: 662
- \* Arrests: Adults: 42 ( 7 for possession of CDS)  
JV: 0
- \* Summons: Total: 159
  - Moving Violations: 73
  - Non-Moving: 60
  - DWI: 6
  - Boro Ordinance: 20

(Statistical Information is from August 1 – 31, 2009)

**Building & Housing**

Mr. Caizza stated that with regard to the Substandard Housing they want to move forward with demolition on a couple of abandoned houses. He then asked the Council for approval of \$15,000 for their Attorney to start with demolition process. They are moving forward with two houses that are boarded up.

Mr. Caizza offered a motion to authorize a not to exceed \$15,000 for the purpose of taking action against the two homes.

Mr. Francy stated that before a house is touched that a Court Order from the judge because people are questioning the process.

Mr. Caizza explained that that there are hearings before a Judge.

Mr. Francy seconded Mr. Caizza's motion to authorize a not to exceed \$15,000 for starting demolition process and this was approved on the following roll call vote:

**ROLL CALL:**

**AYES:** Mr. Francy, Ms. Kane, Mr. Caizza, Mr. Urbanski, Mayor Little  
**NAYES:** None  
**ABSENT:** None  
**ABSTAIN:** None

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MONTHLY REPORT  
AUGUST 2009

42 CCO INSPECTIONS. ( 42 X \$85 =\$3570.00 )

1 MERCANTILE INSPECTION

26 SUMMONSES ISSUED

CLAMFEST WENT WELL.

ADMINISTRATOR CAN ADVISE ON SUBSTANDARD HOUSING COMMITTEE.

PAUL MURPHY

### **Parks & Recreation**

#### **Program:**

AH / H Fall Soccer Registration - ongoing – **251 registered to date** – Team selection held August 20<sup>th</sup>. There will be **20 teams** plus a drop-in type program for ages 13 and up. **There are over 40 different task items completed to date to organize this program with the season beginning on September 12.**

Bike Helmet Distribution – ongoing. **Contact the center if in need of a bike helmet.**

Summer Kidfest 2009 had **143** enrolled, program began July 1, 2009, ended Aug. 14.

Summer Kids Connection program (Mon-Thurs., 2:00 – 4:00 p.m.) has **48** enrolled.

Special Events during the Kidfest Program for August: Gertrude Ederle Water Relays, Bingo, Sidewalk Chalk contest, Scavenger Hunt and Talent Show. Trips included Holmdel Park, “Aladdin” @ Rumson Country Day School, and a Charter Boat Fishing trip with the Boys and Girls Club of Monmouth County.

**Summer Food Service Program provided over 4,177 meals to our program participants.**

Sun Safety Awareness Program with the US Centers for Disease Control was implemented during Summer Kidfest & New Jersey Community Water Watch program was offered Mondays, during August with Americorp Volunteers on water resource / pollution prevention. Great program for kids. Farmers Market Voucher Program for Seniors continued in August for eligible seniors.

Baby Costume Contest held on August 9<sup>th</sup>. at the Clamfest

Band Concert had to be rescheduled for August 28<sup>th</sup>. moved to indoor venue at OLPH.

**7<sup>th</sup> Annual Fishing Derby set for Sunday, September 13<sup>th</sup>.** in the afternoon (flyers to follow).

**Flu Shots are scheduled for October 1<sup>st</sup>. at Ptak Towers. Non-residents of the building need to pre-register by calling the community center.**

Plans for upcoming fall / winter programs: Adult Basketball, Adult indoor soccer, Teen nights at Community Center, “Kids on the Move” (after school drop in ages 8 to 12), Basketball Clinic, Senior Citizen programs, and the Monmouth County 4-H program.

Group Use for August: 3 condo / homeowner meetings, Highlands Garden Club, 2 Boating Safety Programs, AH/H Soccer Program, Highlands Business Partnership Meeting, Historical Society & Neighborhood Watch. (2 groups canceled meetings that had been scheduled – no problems.)

#### **Parks / Facility:**

Skatepark – Sign delivered, **DPW needs to mount on plywood, plexiglass and install.**

Equipment repair, painting needs to be scheduled. Grass areas need to be regularly scheduled for mowing / weeding.

Community Center Projects – **Generator** cost estimates have been supplied, forwarded for review and action with CDBG with Mayor & Council approval in Sept. to move forward. **Ramp and Railing completed and inspected for compliance.** Cost estimates / budget / finance of crawl space insulation and heating system still outstanding. Grass areas all around facilities need to be regularly scheduled for mowing and weed removal.

#### **Parks / Facilities: (con’t)**

Veterans Park - Replacement pieces of Playground have been delivered, need to be scheduled for DPW installation. Huddy Park – Park items are also done for ClamFest, need to be addressed for fall.

Kavookjian Field – Softball leagues still in play through early Sept. with soccer practices starting for HHRS and AH/H soccer league. KFRC committee members will meet in mid-Sept. to review items



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that can be addressed this fall and for next spring. Lots of activity in morning hours with un-sanctioned soccer use.

**Beaches-**

Beach cleaning continued in August on a weekly basis. Coastal Monitoring reports showed no closings with a one day (late August) high warning at Miller Street Beach. It was back to normal within one day.

Estimated Beach Use for July:

Snug Harbor (weekday M-F)	64	(weekend Sat./Sun.)	128
Miller Street (weekday M-F)	21	(weekend Sat./Sun.)	58

**Estimated Beach Use for August:**

<b>Snug Harbor (weekday M-F)</b>	<b>49</b>	<b>(weekend Sat./Sun)</b>	<b>101</b>
<b>Miller Street (weekday M-F)</b>	<b>23</b>	<b>(weekend Sat./Sun)</b>	<b>63</b>

Inspections done by Monmouth County Regional Health Commission for compliance.  
Weekly Coastal monitoring done by the Monmouth County Health Department

Lifeguard shortage due to college commitments occurred in late August.

**Other: During August:**

USDA / NJDA Food Inspection done by NJDA for program compliance.  
NJDA Program monitoring done by NJDA – noted – excellent program operations.  
NJDA Program review / monitoring done for program compliance.

Farmer's Market Nutrition Program vouchers made available to eligible seniors.

Further information for 2 Private Road is requested with Grant Agreement Extension filed with the Monmouth County Park System pending outcomes of site work.

**Items completed for submission to Monmouth County Park System for application #05-05 (Community Center Playground Improvements). County will schedule final inspection for voucher reimbursement of \$58,000. for this project.**

Special Event Review meetings held for Clamfest, Bike NY, HFD building dedication.

Timothy G. Hill, Director of Parks and Recreation

**Highlands Business Partnership**

Carla Cefalo-Braswell of the HBP thanked all of the volunteers and Municipal Officials for their participation at the Clam Fest. She stated that the Clam Fest was a success they took in a \$40,500 and the expenses were a little over \$31,000.

**Public Relations**

**Environmental/Shade Tree Commissions**

**Administration**

Mr. Hilling stated that there will be a Rabies Clinic here in Highlands on November 19<sup>th</sup>. The PBA Fundraiser will be held on September 12<sup>th</sup> at Merrymakers in Sea Bright and tickets are still available. He is still waiting for the County to advise status of paving of Shore Drive and the opening of Pompamora Park. He stated that he will send a letter of inquiry to the County. We will start repaving South Linden Ave , Rogers & Waddell Streets next week.

**Clerk's Office**

September 2, 2009

**DEPARTMENT REPORT**

**TO: Mayor and Council**

**Fr: Carolyn Cummins**  
**Deputy Borough Clerk**

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**RE; Report for August 2009**

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In August 3 meeting packages were prepared for one Council Meeting and two Board Meetings.

Minutes were typed for the 1 Council Meetings and 1-PB/ZB Meetings

The Registrar issued 4 Marriage Licenses and 1 Civil Union License.

7 copies of certified vital records were issued.

The Deputy Clerk issued 7 Dog Licenses at a total fee of \$126.00 and received 2 Mercantile License Applications.

Liquor License there are still two that are in processing. .

17-Resolutions Processed (typing, recording votes, sending out certified copies, advertisement if necessary)

5 Ordinances were or are being processed.  
(recording votes, sending out certified copies, advertisement)

We filled 4 OPRA requests.  
That concludes my report for the month of August 2009.

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**OTHER BUSINESS:**

**Review Flood Hazard Mitigation Ordinance**

Mr. Francy stated that this is a recommendation from the County and they have suggested revisions of our ordinance that affects the FEMA maps. This really represents the incorporation of the new FEMA Flood Maps. He stated that the Borough is obligated to do this and that the Council should act on this.

The Clerk was directed to place this ordinance on for introduction at the September 16<sup>th</sup> meeting.

**Review of Draft Handicap Parking Ordinance**

Mr. Arnette stated that he and the Chief of Police have discussed this issue and based on our discussions there is no need to amend the ordinance.

**Continued Discussion of ABC Finger Printing and Fees**

Mrs. Cummins explained that months ago objections were made by the public with regard to this ordinance.

Mr. Caizza explained that it's a hardship for kitchen help to be required to be fingerprinted. He will speak with Chief Blewett over the next couple of days with regard to this issue.

Chief Blewett stated that there were previous discussions about amending the ordinance to make it a two year I.D. verses being required annually.

**Continued Discussion – Cornwell Street Sewer Concerns**

Mr. Hilling explained that the Borough continues to monitor the Cornwell Street Sewer lines on a daily basis. They have issued one summons to a restaurant and will continue to monitor the lines daily.

**Review of Draft Zoning Amendment**

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Mr. Arnette stated that he prepared a fourteen page memorandum on this matter. He stated that he will need to work with the Borough Planner in order to integrate the suggestions that have been made into the ordinance sections that are appropriate. So he is looking for authorization to meet with and work with the Borough's Planners.

Mayor Little authorized the Borough Attorney to contact Martin Truscott, P.P. of T & M Association.

Mr. Arnette stated that he should have a draft ordinance ready at the October Meeting.

Mayor Little directed the Deputy Clerk to place this matter on for discussion at the October 7<sup>th</sup> meeting and that it be placed on the agenda for introduction on this ordinance on the October 21<sup>st</sup> agenda.

**Correspondence - Breast Cancer Walk**

Mayor Little recommended that the Borough donate water bottles for this event as has been done in the past.

There was no objection from the Council.

**Seastreak Ferry License**

Mr. Francy stated that Seastreak has not contacted him to set up a meeting with him because we need to verify with them what they are doing with their site plan. He will be more proactive and approach them. We should have something further by the next meeting.

**Review Draft Cornwell Street Parking Ordinance**

Mr. Caizza explained that the recent ordinance should have been for no parking from the building of the Inlet Café to the water and in front of the bulkhead. We had this reviewed by the Fire Marshall and it's been approved by him.

Mayor Little spoke about the prior discussions about this amendment. She also stated that this should be placed on the September 16<sup>th</sup> agenda for introduction.

**Building Dept Fee Schedule Ordinance**

Mr. Hilling stated that at the last meeting there was an error in the construction fee ordinance and it was a typo in the fees.

Mayor Little – we can list this for the September 16<sup>th</sup> meeting.

Mr. Arnette – we need to have the public hearing and adoption at the next meeting.

**Garbage Ordinance**

Mr. Urbanski spoke about the draft ordinance that was prepared needs to be listed for introduction at the next meeting.

**Review of the Valic LOSAP Plan**

Mr. Pfeffer explained that there was a regulation change at the State with he further spoke about plan participants being allowed in service distribution and/or unforeseeable emergency

withdrawals proving the plan document allows it. So there is a draft resolution for updating the plan and it's up to the Council.

Council had a brief discussion on this matter.

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Ms. Kane requested that this could be first shared with the First Aide in addition to the Fire Department.

Mr. Pfeffer suggested that she also contact a Financial Advisor.

Mayor Little suggested that this be further discussed at the October Work Shop and in the mean time Councilwoman Kane will speak with the First Aide and advise the Clerk if this is ready for the October Work Shop Meeting.

Councilwoman Kane directed the Borough Administrator to forward this LOSAP information on to the First Aide Squad so that she can set up a meeting.

**Raffle Licenses for HBP**

Mr. Francy offered a motion to approve the two raffle licenses for the HBP for September 26 and October 3, 2009, seconded Ms. Kane and approved on the following roll call vote:

**ROLL CALL:**

**AYES: Mr. Francy, Ms. Kane, Mr. Caizza, Mr. Urbanski, Mayor Little**

**NAYES: None**

**ABSTAIN: None**

**ABSENT: None**

**Social Affairs Permit for HBP**

Mr. Francy offered a motion to approve the Social Affairs Permit for the HBP for the October Fest, seconded by Ms. Kane and approved on the following roll call vote:

**ROLL CALL:**

**AYES: Mr. Francy, Ms. Kane, Mr. Caizza, Mr. Urbanski, Mayor Little**

**NAYES: None**

**ABENT: None**

**ABSTAIN: None**

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**Public Portion:**

Jenn Roberts of 179 Navesink Avenue commented on her displeasure with the Twin Light Tribune Newsletter.

Donna O'Callaghan of 29 S. Bay Avenue had no comments.

Maureen Kraemer of 200 Portland Road commented on the closing of Portland Road and questioned parking. She also commented on the garbage being reduced. She spoke favorably about the appointment of Mrs. Cummins. She spoke about the PARIS grant for record archives and the needs assessment and suggested that a Borough look into this.

Mr. Urbanski spoke about the need to reduce services.

Carol Bucco of 330 Shore Drive commented on the Borough Clerks position and stated that the Borough should take more time with that appointment.

Donald Manrodt of 268 Bayside Drive requested that the ditch on Bayside Drive dug out to keep water off of the road. He spoke about the Dough Boy and him being asked if we it moved.

Mr. Caizza stated that the Dough Boy is going back up there in about a year and a half.

Jim Parla of 16 Portland Road commented on parking on Portland Road. He also spoke favorably about announcing on the electronic board resident being deployed to war.

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Christian Lee of 2 Navesink Avenue had no comments.

Art Gallagher of 158 Linden Avenue spoke favorably about the appointment of Carolyn Cummins.

Rick O'Neil of 224 Navesink Avenue asked if a demo job was recently awarded.

Mr. Caizza stated that it hasn't gone out to bid yet.

Rick O'Neil of 224 Navesink Avenue spoke against the quick appointment of Carolyn Cummins as Borough Clerk and the salary.

Carla Cefalo-Braswell of 62 Gravelly Pt Road questioned the status of commercial garbage pickup of two cans.

Mr. Hilling stated that a memo recently went out with regard to that.

Carla Cefalo-Braswell commented on the borough's ordinance requiring employees to be fingerprinted if they are working in a liquor licensed establishment and that it's a hardship. She then questioned the status on an abandoned property.

Mr. Francy commented on the fingerprinting requirements and he questioned the effectiveness of this process.

Chief Blewett responded.

Mr. Francy advised Chief Blewett that we are going to have to revisit the ordinance on fingerprinting maybe to make it valid for two years.

There were no further questions or comments from the public.

Mr. Caizza offered a motion to adjourn the meeting, seconded by Mr. Francy and all were in favor.

The meeting adjourned at 9:59 P.M.

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**CAROLYN CUMMINS, BOROUGH CLERK**