

**Borough of Highlands  
Mayor & Council  
Special Meeting  
August 9, 2010**

Mr. Nolan called the meeting to order at 6:05 a.m.

Mr. Nolan asked all to stand for the Pledge of Allegiance.

Mrs. Cummins made the following statement: As per requirement of P.L. 1975, Chapter 231. Notice is hereby given that this is a Special 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. Nolan, Mr. O'Neil, Mr. Francy, Ms. Kane

**Absent:** Mayor Little

**Also Present:** Carolyn Cummins, Borough Clerk  
Bruce Hilling, Borough Administrator

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**Adoption of Resolution:**

Mrs. Cummins read the title of the following Resolution for approval:

Mr. Nolan offered the following Resolution and moved on its adoption:

**R-10-164  
RESOLUTION  
AWARDING CONTRACT FOR THE BOROUGH OF HIGHLANDS  
RESURFACING OF WATERWITCH AVENUE PROJECT**

**WHEREAS**, the Borough of Highlands has advertised for bids for the Resurfacing of Waterwitch Avenue Project in accordance with the Local Public Contracts Law; and

**WHEREAS**, the following (3) three bids were received and reviewed by the Borough Engineer and the Borough Attorney:

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|----|---|--------------|
| 1. | Fiore Paving Company<br>4 Fiore Court<br>Oceanport, NJ 07757        | \$163,637.50 |
| 2. | AMC Industries<br>P.O. Box 760<br>Holmdel, NJ 07733                 | \$181,091.05 |
| 3. | Lucas Construction Group<br>173 Amboy Road<br>Morganville, NJ 07751 | \$198,957.50 |

; and

**WHEREAS**, all bids were reviewed by both the Borough Attorney and Borough Engineer for compliance; and

**WHEREAS**, the lowest responsible bid appears to be from Fiore Paving Company in the sum of \$163,637.50; and

**WHEREAS**, funds are available in municipal bond ordinance adopted for said purpose:  
Bond Ordinance

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Stephen Pfeffer, CFO

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands that the contract is hereby awarded to Fiore Paving Company, 4 Fiore Court, Oceanport, NJ 07757 for an amount not to exceed \$163,637.50 subject to NJDOT Municipal Aid and NJ Department of Labor, Office of Wage and Hour Compliance;

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

**ROLL CALL:**

**AYES:** Mr. Nolan, Mr. O'Neil, Mr. Francy, Ms. Kane

**NAYES:** None

**ABSENT:** Mayor Little

**ABSTAIN:** None

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**SFY 2011 Budget Discussions:**

Mr. Francy began the discussion by stating that we have over a \$500,000 deficit that includes \$200,000 that we authorized last year above expenses, this is according to Mr. Pfeffer. Mr. Pfeffer also informed him that he cannot declare the borough's budget balanced with the State. If the State comes in then we would be in unchartered waters. He then began to go over some of the previously discussed budget cut items. Wage freeze for SFY 2011 is one item another is the \$120,000 increase in the medical coverage costs. We need to have employees pay the increase for medical expenses.

Mr. O'Neil – it's only a short fix.

Mr. Nolan stated that layoff's is still not a fix.

Mr. Francy – these are short term fixes to get budget down.

Mr. Hilling explained that the SFY 2011 Dept Head proposed budgets have been provided to the table. He has instructed all department heads to review the proposed budget to see if there could be any further cuts. He also stated that Mr. Pfeffer is coming here on Wednesday to speak with the employees about the borough's financial situation.

Mr. Francy wants to end today's meeting with some kind of plan for next meeting. He then spoke about possible elimination of the garbage pickup and that we need to get estimates for out sourcing.

The Governing Body continued budget cut discussions.

Mr. Nolan directed the Borough Administrator to obtain informal costs for private garbage collection.

Council continued discussion regarding getting rid of garbage trucks and sanitation department.

Mr. Francy also spoke about out sourcing vehicle maintenance.

Mr. Nolan directed Borough Administrator to find out status of possible upcoming retirements. They also stated that they want him to have the Labor Attorney come to the employee meeting this Wednesday so he could speak with possible retirees.

Mr. Nolan – we need to deal with layoffs. We need to send out notices to all employees.

Mr. Francy spoke about possible merger of departments.

Mr. Nolan – we need a plan to submit to Civil Service.

The Council directed the Borough Administrator to start layoff process with Labor Attorney.

Mr. Nolan then spoke about outsourcing dispatching to the County but stated that there is a four year wait.

Joseph Blewett, Chief of Police stated that the County is not available for four years. Council may want to look into taking on dispatching for other towns such as Atlantic Highlands. He also spoke about possible taking over the Sea Bright Municipal Court so that the Borough can make some revenue.

The Council encouraged Chief Blewett to look into taking on Atlantic Highlands dispatching and the taking over of the Sea Bright Municipal Court.

Ms. Kane asked if the Council was being aggressive enough with Medical Insurance Company and the increase in rates.

Mr. O'Neil stated that we may have a bad medical history.

Mr. Francy questioned if we were in a contract with Grinspec as our Broker.

Mr. Hilling suggested that we contact Blue Cross directly.

Mr. Nolan asked if we could get other price quotes.

Mr. Hilling – yes.

The Council discussed employee picking up increase in Medical costs.

Mr. Nolan – we need a plan to negotiate at one time, to renegotiate the existing contracts.

Mr. Francy stated that we have eliminated Tuition reimbursement to cut costs.

Council discussed engineering meeting attendance fee.

Council further discussed medical expenses and the possibility of decreasing the medical coverage to reduce the costs.

Ms. Kane stated that she will get her insurance company contact information over to Mr. Hilling to contact them.

Mr. Francy stated that he will obtain estimated dollar amounts from Mr. Pfeffer by Wednesday.

Mr. Francy spoke about the Finance Committee.

Mr. Nolan stated that he wants to be on it as an Alternate Member.

Mr. O'Neil stated that he has no problem terminating employees.

Mr. Francy stated that layoff's would affect Police work schedules.

Mr. O'Neil stated that scheduling is the Chief's problem.

Ms. Kane – let's get proposed department budget figures.

Mr. Nolan stated that he and Mr. Francy will get together on Friday to further discuss budget issues.

Mr. Francy directed the Borough Clerk to place an item on the August agenda to appoint Mr. Nolan to the Finance Committee.

Mr. Francy then recapped today's discussions as follows:

1. Mr. Hilling to contract Robert Merryman and send out layoff notices. Then have him approach any possible retirees.
2. Mr. Francy will obtain dollar amounts from Mr. Pfeffer.
3. Mr. Hilling to obtain informal quotes for two garbage collection options.

The Council continued budget cut discussions.

The Council directed the Borough Clerk to place budget discussion on the next meeting agenda.

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**Public Portion:**

Mr. Nolan asked if there were any questions from the public but there were none.

Mr. Nolan offered a motion to adjourn the meeting, seconded by Ms.Kane and all were in favor.

The Meeting adjourned at 6:51 a.m.

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**CAROLYN CUMMINS, BOROUGH CLERK**

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