

**Borough of Highlands
Mayor & Council
Work Shop/Regular Meeting
May 16, 2012**

Mayor Nolan called the meeting to order at 7:11 p.m.

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

ROLL CALL:

Present: Mr. Redmond, Mr. Francy, Mayor Nolan
Absent: Mr. O'Neil, Ms. Kane
Late Arrival:
Also Present: Carolyn Cummins, Borough Clerk
Tim Hill, Borough Administrator
Bruce Padula, Borough Attorney
Dale Leubner, Borough Engineer
Rob Keady, Borough Engineer

Executive Session Resolution

Mrs. Cummins read the following Resolution for approval:

Mayor Nolan offered the following Resolution and moved its adoption:

**R-12-110
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:

- 1.Litigation: Captains Cove Marina (Possible Litigation)**
- 2.Contract: Shared Service Agreement for Dispatching
Exxon Mobile Agreement for Bayside Drive
House Lifting Agreement – P. Vitale Riced**
- 3.Real Estate:**
- 4. Personnel Matters: Blanch Reed, Court Administrator - Riced**
- 5. Attorney-Client Privilege:**

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.

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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.
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.

BE IT FURTHER RESOLVED that action may be taken after the executive session.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. Francy, Mayor Nolan

NAYES: None

ABSENT: Mr. O'Neil, Ms. Kane

ABSTAIN: None

The Governing Body then entered into Executive Session.

Mayor Nolan called the Regular Meeting back to order at 8:41.

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

ROLL CALL:

Present: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan

Absent: None

Also Present: Carolyn Cummins, Borough Clerk
Tim Hill, Borough Administrator
Bruce Padula, Borough Attorney
Dale Leubner, Borough Engineer
Rob Keady, Borough Engineer

New Jersey American Water Donation Presentation:

Mayor Nolan introduced Mr. Watsy from New Jersey American Water Company.

Mr. Watsy presented a giant check for \$1,000.00 from the Conference Mayor's. The check will go to the charity of choice. Mayor Nolan was one of three winners. He chose Kavookjian Field Non-Profit.

Mayor Nolan, Ms. Kane, Mr. Hill were photographed with the check.

Community Development Block Grant Public Hearing:

Mrs. Cummins stated that the notice was published in the April 24th edition of the Two River Times.

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Mr. Hill stated that Monmouth County Community Development Block Grant program provides funding thru the county for private and Non-Profits groups. He explained the grant process. We must apply for the grant by June 1st, 2012. Mr. Hill said he did have the citizen participation group meeting on May 14th, 2012. Out of the discussion, Mr. Bucco suggested that any projects submitted this year, should address flooding issues. They did not give any specific direction or suggestions.

Mr. Francy spoke about the North Street Pump Station Generator.

Mr. Hill said that it was mentioned It could be looked at.

Mayor Nolan opened the public hearing.

Scott Seifert of Prospect Street asked about the beautification projects for Bay Avenue.

Mr. Hill said they have applied for that but have not received funding.

Tara Ryan of 17 Ocean Street suggested general information map about the town by the ferry and a have a dog park.

Mayor Nolan said Mr. Leubner has been asked to do dog park plans at Stymies.

Ms. Kane is a little leery about a dog park on the highway.

Mrs. Braswell of 62 Gravelly Point Road said we need a new boardwalk at Veteran's Park.

Lori Dibble of 32 Paradise Park asked about the bulkhead by Washington Avenue. She suggested a walkway to Marina Place?

Mayor Nolan said it is a good idea.

Brian Cobb of 11 Recreation Place spoke of flooding at Huddy Park.

Mayor Nolan said that a project for that is already in place.

Tony Marcello of Prospect Street said that the recycling yard looks horrendous. The yard is filled with potholes, needs grading.

Joseph Hawley of Shore Drive asked about renovations to Borough Hall.

Mr. Hill said the for Municipal Buildings, they will let you do ADA accessible improvements not just renovations.

Carol Bucco of 330 Shore Drive stated that the bulkhead on Marina Place is rusting.

Mayor Nolan stated that we are trying to address that.

Mayor Nolan closed the public portion and opened discussion at the table.

Mr. Francy added the sidewalks on Bay Avenue damaged by trees.

Mayor Nolan stated that he had Mr. Hill and DPW do an inventory of the sidewalks that need repair.

Mr. Hill will have L&L paving take a look and provide us with a repair cost for Bay Avenue. We will need a resolution tonight.

Council continued discussion.

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Mr. Leubner spoke of the pipeline to Valley and North Street needs to be redone.

Discussion continued.

Mrs. Cummins stated that we do have a resolution on for tonight for Valley and North Street pump station.

Consent Agenda:

Mayor Nolan asked if there were any questions or concerns.

Mr. Francy asked to remove Resolution R-12-127 Social Affairs for HBP to speak about it separately.

Mayor Nolan offered the following resolution and moved for its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-12-111

**RESOLUTION - AUTHORIZING TRANSFERS BETWEEN BUDGET
APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-58**

WHEREAS, N.J.S.A. 40A:4-58 provides for transfers as permitted between budget appropriations during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highlands (not less than two thirds of the governing body affirmatively concurring) that transfers between SFY 2012 Budget Appropriations be made as follows:

CURRENT FUND -----	FROM -----	TO -----
Legal:		
Other Expenses	\$ 18,000.00	
Borough Council:		
Other Expenses		\$ 10,000.00
Central Services:		
Other Expenses		8,000.00
	-----	-----
	\$ 18,000.00	\$ 18,000.00

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

ROLL CALL:

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

NAYES: None

ABSENT: None

ABSTAIN: None

Mayor Nolan offered the following and moved its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-12-112

**RESOLUTION CANCELING UNEXPENDED BALANCES OF THE
GENERAL CAPITAL FUND**

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WHEREAS, certain General Capital Improvement appropriation balances remain dedicated to projects now completed; and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective Capital Improvement Fund or credited to Surplus, and unused debt authorizations or grant awards may be canceled;

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the following unexpended and dedicated balances of the General Capital Appropriations be canceled:

**AMOUNTS TO BE
CANCELED**

ORDINANCE NUMBER	PROJECT DESCRIPTION	FUNDED CAPITAL SURPLUS	UNFUNDED	DOT GRANT
O-09-27	Improvements to Waterwitch Ave.	\$43,693.46	\$ 2,500.00	\$27,021.26

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O’Neil, Mr. Franczy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

Mayor Nolan offered the following resolution and moved for its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-12-113

**RESOLUTION – REDUCING DEFERRAL OF REGIONAL
HIGH SCHOOL TAX**

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis; and

WHEREAS, said annual school tax levy has been reduced from the prior year and necessitated the need to reduce the deferral of school taxes; and

WHEREAS, it is the desire and intent of the Governing Body of the Borough of Highlands, County of Monmouth, to comply with the regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Henry Hudson Regional School District \$2,059,959.42.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Highlands, County of Monmouth hereby authorizes the Chief Financial Officer of the Borough to reduce the deferral of school taxes by \$69,296.75 to comply with the aforementioned regulation.

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BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Chief Financial Officer of the Borough and the Director of the Division of Local Government Services, Department of Community Affairs.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

Mayor Nolan offered the following resolution and moved for its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-12-114

RESOLUTION – REDUCING DEFERRAL OF LOCAL SCHOOL TAX

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis; and

WHEREAS, said annual school tax levy has been reduced from the prior year and necessitated the need to reduce the deferral of school taxes; and

WHEREAS, it is the desire and intent of the Governing Body of the Borough of Highlands, County of Monmouth, to comply with the regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Highlands School District is \$1,517,641.00.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Highlands, County of Monmouth hereby authorizes the Chief Financial Officer of the Borough to reduce the deferral of school taxes by \$5,616.00 to comply with the aforementioned regulation.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Chief Financial Officer of the Borough and the Director of the Division of Local Government Services, Department of Community Affairs.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

Mayor Nolan offered the following Resolution and moved its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-12-115

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**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO
CANCEL SFY 2012 BUDGET APPROPRIATIONS
CURRENT FUND & SEWER UTILITY AT YEAR END**

WHEREAS, the Chief Financial Officer has recommended that budget appropriations be reviewed and canceled at year end after the June 30, 2012 payroll and all other expenses are posted to the Borough's accounting system and;

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be credited to surplus and;

WHEREAS, the last regular Governing Body meeting for SFY 2012 is June 20, 2012;

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the Chief Financial Officer is hereby authorized to cancel current and sewer utility budget appropriations as of June 30, 2012 and formally report said cancellations to the Governing Body of the Borough of Highlands at its next regular meeting on July 18, 2012 or the meeting of August 15, 2012.

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

ROLL CALL:

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

NAYES: None

ABSENT: None

ABSTAIN: None

Mayor Nolan offered the following Resolution and moved its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-12-116

**RESOLUTION OF THE BOROUGH OF HIGHLANDS IN THE COUNTY OF
MONMOUTH MAKING APPLICATION TO THE LOCAL FINANCE BOARD
FOR REVERSION TO A CALENDAR FISCAL YEAR
PURSUANT TO N.J.S.A. 40A:4-3.2**

WHEREAS, the Borough of Highlands operates under a State Fiscal Year pursuant to N.J.S.A. 40A:4-3.2; and

WHEREAS, State law now allows municipalities that operate under a State Fiscal Year to revert to a Calendar Fiscal Year upon approval of an application to the Local Finance Board and passage of an ordinance authorizing the reversion; and

WHEREAS, the Governing Body of the Borough of Highlands has considered the matter of reverting to a Calendar Fiscal Year and have found that the reversion is in the best interest of the Borough of Highlands;

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands as follows:

Section 1. That the Chief Financial Officer is directed to prepare and submit on the behalf of the Governing Body an application to the Local Finance Board as required by the Board, and

Section 2. The application to the Local Finance Board is hereby approved, and the Chief Financial Officer, along with other representatives of the Borough of Highlands is hereby authorized to submit such application and to represent the Borough of Highlands in matters pertaining thereto

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Section 3. The Certification of the Chief Financial Officer of the Borough of Highlands, is incorporated into this Resolution as a certification of the truth and accuracy of the facts submitted in the application for Calendar Fiscal Year Reversion

Section 4. The Clerk of the Borough of Highlands is hereby directed to file a copy of the Calendar Fiscal Year Reversion resolution as part of the application with the Local Finance Board

Section 6. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and/or approvals as provided by law.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

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

**R-12-117
TAX REIMBURSEMENT CERTIFICATION RESOLUTION**

WHEREAS, the Recycling Enhancement Act, P.L. 2007, chapter 311, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, there is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility; and

WHEREAS, whenever a municipality operates a municipal service system for solid waste collection or provides for regular solid waste collection service under a contract awarded pursuant to the "Local Public Contracts Law," the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality except that all grant moneys received by the municipality shall be expended only for its recycling program.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Highlands hereby certifies a submission of expenditure for taxes paid pursuant to P.L. 2007, chapter 311, in 2011 in the amount of \$8,375.83. Documentation supporting this submission is available at 171 Bay Avenue, Highlands, NJ 07732 and shall be maintained for no less than five (5) years from this date.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

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

**RESOLUTION R-12-118
RESOLUTION SUPPORTING THE CLICK IT OR TICKET
MOBILIZATION OF MAY 21st – JUNE 3rd, 2012**

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WHEREAS, there were 633 motor vehicle fatalities in New Jersey in 2011; and

WHEREAS, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

WHEREAS, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

WHEREAS, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975-2000; and

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 94.51 % to 100%; and

WHEREAS, a further increase in seat belt usage in New Jersey will save lives on our roadways;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Highlands declares its support for the Click It or Ticket seat belt mobilization both locally and nationally from May 21 – June 3, 2012 and pledges to increase awareness of the mobilization and the benefits of seat belt usage.

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

ROLL CALL:

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

NAYES: None

ABSENT: None

ABSTAIN: None

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

**RESOLUTION R-12-118
RESOLUTION SUPPORTING THE CLICK IT OR TICKET
MOBILIZATION OF MAY 21st – JUNE 3rd, 2012**

WHEREAS, there were 633 motor vehicle fatalities in New Jersey in 2011; and

WHEREAS, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

WHEREAS, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

WHEREAS, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975-2000; and

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 94.51 % to 100%; and

WHEREAS, a further increase in seat belt usage in New Jersey will save lives on our roadways;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Highlands declares its support for the Click It or Ticket seat belt mobilization both locally and nationally from May 21 – June 3, 2012 and pledges to increase awareness of the mobilization and the benefits of seat belt usage.

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

ROLL CALL:

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

NAYES: None

ABSENT: None

ABSTAIN: None

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

**R-12-120
RESOLUTION TO AUTHORIZE AMENDED SHARED SERVICES
AGREEMENT
BETWEEN THE BOROUGH OF ATLANTIC HIGHLANDS AND THE
BOROUGH OF HIGHLANDS FOR THE ROUTINE MECHANICAL REPAIR
AND MAINTENANCE OF HIGHLANDS VEHICLES, EQUIPMENT AND
TRUCKS**

WHEREAS, the Borough of Highlands and the Borough of Atlantic Highlands entered into a Shared Vehicle Maintenance Service Contract back in October of 2010 to provide routine mechanical repair, maintenance and advise of Highlands Borough vehicles, equipment and trucks (excluding fire trucks and Ambulances); and

WHEREAS, the Borough of Highlands has requested amending the Shared Services between the Borough and the Borough of Atlantic Highlands for the provision of providing routine mechanical repair, maintenance and advise of Highlands Borough vehicles, equipment and trucks to include Ambulances & EMS vehicles while continuing to exclude fire trucks; and said contract is hereby amended to include providing routine mechanical repair, maintenance and advise of Highlands Ambulances and EMS vehicles ; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., allows a local unit to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in this agreement is empowered to provide or receive within its own jurisdiction, including services incidental to primary purposes of any of the participating local units; and

WHEREAS, the Borough of Atlantic Highlands has the facility, equipment, manpower and expertise to provide this type of service to the Borough of Highlands; and

WHEREAS, the Administrator of the Borough of Atlantic Highlands and the Borough of Highlands have reached an agreement for said services at a rate of \$50.00 per hour plus the cost of any needed parts during business hours and a 2 hour minimum call out afterhours at an overtime rate of \$75.00 per hour as outlined in the Interlocal Service Agreement, plus cost of any needed parts.;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Highlands, that the Borough Administrator and Municipal Clerk be authorized to enter into an Inter-local Service Agreement with the Borough of Atlantic Highlands as amended for routine mechanical repair, maintenance and advise of Highlands Borough Vehicles, equipment and trucks (excluding fire trucks) but including Ambulances and EMS vehicles effective May 1, 2012 or earlier date if needed at the discretion of the Borough Administrator do to absence of Borough Mechanic.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the Chief Financial Officer and the Borough of Highlands Administrator and the Borough of Atlantic Highlands Administrator as well as the Division of Local Government Services.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O’Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

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

**R-12-121
AUTHORIZING REFUND OF TAX OVERPAYMENT**

WHEREAS, the Tax Collector of the Borough of Highlands has reviewed the rolls and determined that certain monies are due and payable by the Borough of Highlands to certain residents and property owners within the Borough of Highlands, as a result of an overpayment of taxes, and

WHEREAS, the Tax Collector recommends the immediate reimbursement of the excess funds currently collected by the Borough of Highlands to certain enumerated individuals,

NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Tax Collector is authorized to immediately refund and pay the overpayment of taxes to the individuals and property owners of the specific properties listed below, and attached hereto:

<u>BLOCK</u>	<u>LOT</u>	<u>YEAR</u>	<u>AMOUNT</u>
1.02	17	2010	161.74
1.05	5	2010	91.69
9.01	5	2010	65.70
17	4	2010	36.41
20	2	2010	556.44
20	5.01	2010	21.22
20	5.13	2010	98.67
21	20	2010	1,740.73
34	2	2010	176.17
37	10	2010	1,270.01
39	9	2010	14.00
56	17	2010	1,411.50
59	19	2010	24.99
71.73	7.16	2010	12.76
78	11	2010	1,439.31
89	5.01	2010	879.83
97	12	2010	955.01
98	6.06	2010	250.00
98	6.20	2010	57.11
100	26.49	2010	98.03
100.10	105	2010	1,111.37
100.11	134	2010	657.76
106.1	604	2010	13.05
106.1	1009	2010	200.00
106.1	1405	2010	10.37
115	9.117	2010	12.74
119	10.01	2010	12.36
Totals			\$11,378.97

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

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ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

Mayor Nolan offered the following resolution and moved for its adoption:

R-12-122

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

**RESOLUTION - SPECIAL ITEM OF REVENUE
N.J. DEPARTMENT OF LAW AND PUBLIC SAFETY
CLICK IT OR TICKET 2012 SEAT BELT MOBILIZATION GRANT**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and;

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount;

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Highlands hereby requests the Director of the Division of Local Government Services to approve the insertion of a special item of revenue in the budget for the state fiscal year 2012 in the amount of \$4,000.00 which is now available from State of New Jersey Department of Law and Public Safety.

BE IT FURTHER RESOLVED that a like sum of \$4,000.00 is hereby appropriated under the caption of:

Public and Private Programs Offset by Revenues:

Click It or Ticket 2012 Seat Belt Mobilization	\$4,000.00
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BE IT FURTHER RESOLVED that the Borough Clerk forward two (2) certified copies of the resolution to said Director for his review and approval.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

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

**R-12-125
RESOLUTION
APPROVING THE 2012 RENEWAL OF FERRY LICENSE
FOR SEASTREAK FERRY
AT 326 SHORE DRIVE**

WHEREAS, Seastreak has submitted the required fees for the renewal of the Ferry License for 2012, to operate a ferry service at one location within the Borough of Highlands; and

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WHEREAS, the ferry location is located at 326 Shore Drive; and

WHEREAS, the Borough requires at least one million dollars in liability insurance be provided; and

WHEREAS, Seastreak has also submitted a copy of the Certificate of Liability Insurance and it has been reviewed by the Borough Attorney and found to be sufficient.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the Ferry License for Seastreak to operate at 326 Shore Drive is hereby renewed for the calendar year 2012; and

BE IT FURTHER RESOLVED, and the Borough Clerk is hereby authorized to issue the proper licenses for the operation of ferry service.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

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

**R-12-126
RESOLUTION AUTHORIZING
THE REMOVAL OF ONE DISABLED PARKING SPACE
ON ROGERS STREET**

WHEREAS, the Governing Body approved via Resolution R-10-151 a disabled parking space for Kerry Hernandez residing at 2 Rogers Street on July 21, 2010; and

WHEREAS, the approved spot was located on Rogers Street Placard #P945652; and

WHEREAS, Ms. Hernandez no longer resides at 2 Rogers Street and it is the recommendation of the Chief of Police that said disabled parking spot designation be eliminated; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the disabled parking sign that was previously approved for Ms. Hernandez at 2 Rogers Street is hereby eliminated and the DPW Supervisor is hereby directed to remove said disabled parking sign.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

Mayor Nolan offered the following Payment of Bills and moved on its approval for payment:

**RECAP OF PAYMENT OF BILLS
05/16/2012**

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CURRENT:		\$	35,201.43
Payroll	(04/30/2012)	\$	100,797.59
Manual Checks		\$	5,845.81
Voided Checks		\$	
 SEWER ACCOUNT:		\$	106,242.50
Payroll	(04/30/2012)	\$	5,784.45
Manual Checks		\$	677.13
Voided Checks		\$	
 CAPITAL/GENERAL		\$	59,342.75
CAPITAL-MANUAL CHECKS		\$	77,348.07
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
 TRUST FUND		\$	2,119.35
Payroll	(04/30/2012)	\$	4,675.00
Manual Checks		\$	2,436.00
Voided Checks		\$	
 UNEMPLOYMENT ACCT-MANUALS		\$	
 DOG FUND		\$	1,183.00
 GRANT FUND		\$	1,389.99
Payroll	(04/30/2012)		
Manual Checks		\$	
Voided Checks		\$	
 DEVELOPER'S TRUST		\$	451.50
Manual Checks		\$	8,160.46
Voided Checks		\$	

**SUPPLEMENTAL BILL LIST
May 16, 2012**

CURRENT FUND

Borough of Atlantic Highlands	Mechanic - March 2012	2,450.00
Borough of Atlantic Highlands	Mechanic - April 2012	3,200.00
Cleary, Giacobbe, Alfieri, Jacobs LLC	Labor Counsel Services	1,595.00
Future Sanitation	Solid Waste/Recycling 5/1-12-5/15/12	8,408.34
Future Sanitation	Solid Waste/Recycling 5/16/12-5/31/12	8,408.34
Future Sanitation	Tipping Fees 5/1/12-5/14/12	6,668.66

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Gateway Press	Vistor's Guide & Map	5,150.00
American Legion	Donation for Mem Day Parade	\$500.00
 Total Current Fund		36,380.34
 CAPITAL FUND		
L & L Paving	Bay Avenue	27,074.66
 Total Capital Fund		27,074.66
 GRANT FUND		
 Total Grant Fund		0.00
 SEWER UTILITY FUND		
 Total Sewer Utility Fund		0.00
 TRUST FUND		
 Total Trust Fund		0.00
 Total Supplemental Bill List		63,455.00

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

Minutes Approved on Consent Agenda:

Mayor Nolan offered a motion for the approval of the May 2nd, 2012 Regular Meeting Minutes and Executive Session Minutes, and seconded by Ms. Kane on the following roll call vote:

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: None
ABSTAIN: None

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Resolution R-12-127 – Approving Social Affairs Permit for HBP:

Mr. Francy stated that he was contacted by the VFW. This problem comes up annually regarding the selling of beer with the HBP and the VFW. The VFW would like the HBP to be stopped until an agreement is worked out. We should table this until an agreement is made.

Don Manrodt of the VFW said the HBP can do wine, and VFW can do beer.

Mr. O’Neil feels something needs to be worked out.

Council agreed that they need to come to an agreement.

Mrs. Braswell stated that they need \$40,000.00 to run the event. They need some way to generate money.

Discussion continued with Mrs. Braswell.

Mr. Manrodt said they agreed to use of half the lot. He spoke of how they lost money and there cost stays the same as well.

Discussion continued.

Mr. O’Neil will meet with the VFW and HPB to work out an agreement.

Mr. O’Neil made an offer to table R-12-127 until after meeting with the two groups, and seconded by Mr. Francy on the following roll call vote:

ROLL CALL:

AYES: Mr. Redmond, Mr. O’Neil, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: None

ABSTAIN: None

Other Resolutions:

R-12-119

Mrs. Cummins read the title of R-12-119 - Resolution for Community Development Block Grant Application.

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

**R-12-119
RESOLUTION FOR APPLICATION FOR COMMUNITY DEVELOPMENT
BLOCK GRANT AND AUTHORIZING
ENGINEER TO PROCEED**

WHEREAS, on Wednesday, May 16, 2012 the Citizen’s Participation Group presented the Governing Body of the Borough of Highlands with their recommendations for submission of an application for the Community Development Block Grant Program; and

WHEREAS, the Citizen’s Participation Group has recommended the following project to the Governing Body:

**North Street Pump
Station Repair and Drainage Improvements & Valley Street Pipe**

; and

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WHEREAS, a Public Hearing was conducted on the recommendation:

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Highlands does hereby fully support and encourage the application for the above project as presented by the Citizen's Participation Group and thanks them for their time and work in selecting this project; and

BE IT FURTHER RESOLVED that the representatives to the Community Development Block Grant Program and the Borough Engineer be and hereby are authorized to proceed with the application for funding.

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

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Mayor Nolan
NAYES: None
ABSENT: Ms. Kane was not present during vote
ABSTAIN: None

R-12-123:

Mrs. Cummins read the title of R-12-123 - Resolution Approving Retirement Separation Agreement.

Mayor Nolan offered a motion to table this resolution until the next meeting, and seconded by Mr. O'Neil on the following roll call vote:

ROLL CALL:

AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Mayor Nolan
NAYES: None
ABSENT: Ms. Kane was not present during vote
ABSTAIN: None

R-12-124:

Mrs. Cummins read the title of R-12-124 - Resolution Appointing Provisional P/T Cashier/Typist.

Mayor Nolan offered the following Resolution and moved on its appointment:

**R-12-124
RESOLUTION APPOINTING
PROVISIONAL
PART-TIME CASHIER, TYPIST**

WHEREAS, Donna Conrad has been performing the duties of P/T Cashier/Typist as of December 2011s; and

WHEREAS, it is the recommendation of the Borough Administrator that Donna Conrad be appointed to said position provisionally.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Council of the Borough of Highlands that **Donna Conrad** is hereby appointed as a Provisional part-time Cashier/Typist for the Borough of Highlands.

BE IT FURTHER RESOLVED that said appointment will be compensated at an hourly rate of \$15.00 per hour for four and one half (4 1/2) hours per day Monday through Friday effective immediately.

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

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ROLL CALL:

AYES: Mr. Redmond, Mr. Francy, Mayor Nolan

NAYES: None

ABSENT: Ms. Kane was not present during vote

ABSTAIN: Mr. O'Neil

Other Business:

Borough Engineer's Status

Mr. Keady read thru his report.

HGHL-G1201 May 11, 201 Via Facsimile (732) 872-0670 and First Class Mail

Re: Engineer's Status Report

Dear Mr. Hill:

The following is the status of various projects in which we are involved as Borough Engineer:

Capital Improvement Projects

1. **Flood Reduction Program:** Permit applications were submitted to the various agencies on March 4, 2011 and the project plans and specifications submitted to the NJDEP under the EIT program on March 7, 2011. A Tidelands License has been approved by the NJDEP to relocate the Valley Street Pumpstation outfall line to the Borough right-of-way. The permits for the project have been issued by the Army Corps of Engineers on July 7, 2011 and the NJDEP issued CAFRA and Waterfront Development Permits on July 27, 2011. As requested, we have prepared and submitted a cost impact analysis to relocate the proposed pumpstation in Jones Creek to the footbridge adjacent to the community center. A presentation was held on September 20, 2011 to present the anticipated improvements of the overall project. As discussed at the December 7, 2011 Council meeting, the Mayor and Council have elected to delay advertisement of the project and enter the 2013 EIT funding cycle due to the timing of potential FEMA funding amounts.
2. **2011 Roadway Improvements Project:** T&M Associates has been authorized to design and provide contract administration services for the following roadways:

- **Valley Avenue Resurfacing:** from Highland Ave. to the western terminus
- **Woodland Street Reconstruction:** from Highland Avenue to Prospect Street (NJDOT Local Aid funding: \$160,000)
- **Prospect Street Mill/Overlay:** from Osborne Street to the vicinity east of Woodland Street (NJAW funding: \$38,800)
- **Bay View Street Rehabilitation:** The entire length

Bid Date: February 29, 2012
Award Date: March 7, 2012
Contractor: Black Rock Enterprises, L.L.C., Old Bridge, NJ
Amount: \$399,345.28

- Preconstruction meeting held on May 4, 2012
- Contractor mobilized on May 10, 2012 and is advancing concrete work on Valley Avenue.

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3. **The Reconstruction of Highland Avenue:** The NJDOT awarded the Borough \$1,184,000.00 in Discretionary Aid for Highland Avenue and the portions of Valley Avenue and Miller Street between Route 36 and Highland Avenue.

Bid Date: July 19, 2011
Award Date: July 20, 2011
Contractor: Fiore Paving Company, Inc., Oceanport, NJ
Amount: \$1,186,325.00

- A preconstruction meeting was held on August 23, 2011.
- Contractor has mobilized and has begun drainage improvements. Gas main relocation by NJNG on Miller Street by Route 36 has been completed.
- Concrete work is underway.
- Paving operations will not commence until spring 2012 due to the onset of winter weather and seasonal closing of asphalt plants.
- All NJDOT access and drainage permits have now been received.
- Drainage and concrete crews have remobilized and work has resumed.
- Water main break on March 16, 2012 has delayed the completion of the drainage installation. Storm sewer has been redesigned to avoid conflicts with the waterman in its current location which differs from the information originally provided to our office during design.
- Meeting held with NJAW on April 11, 2012 to review proposed drainage changes. Follow up meeting to be held on April 13, 2012 due to NJAW's uncertainty distinguishing between live and inactive mains.
- Concrete work has been completed with the exception of Miller Street and South Peak Street.
- Work to resume once all utility information is accurately provided by the respective companies and the revised plan can be implemented without further conflicts.
- Working with Contractor to minimize additional costs associated with extra work required due to utility conflicts.

4. **The Reconstruction of Bay Avenue:** The NJDOT awarded the Borough \$250,000.00 for the reconstruction of Bay Avenue between Waterwitch Avenue and Central Avenue. The Monmouth County Community Development Block Committee awarded the Borough \$183,603.00 for the reconstruction of Bay Avenue between Central Avenue and Gravelly Point. This project includes drainage improvements to the northern portion of Huddy Park. The plans have been approved by the NJDOT and the Monmouth County Community Development Office. The project was advertised and conditionally awarded as follows:

Bid Date: November 30, 2011
Conditional Award Date: February 15, 2012
Contractor: L&L Paving Company Inc., Tinton Falls NJ
Amount: \$387,842.40

- Concurrence of award has been received by the NJDOT and Monmouth County Community Development.
- A pre-construction meeting was held on March 21, 2012.
- Contractor has mobilized and is installing the drainage improvements associated with the project.

5. **Automatic Transfer Switches for Four Emergency Generators:** The Borough has been awarded \$40,000 in discretionary funding from the Monmouth County Community Development Office to replace manual transfer switches with automatic transfer switches at the following locations:

- South Bay Avenue Pumpstation
- Waterwitch Avenue Pumpstation
- Robert D. Wilson Community Center

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The Borough is also providing an automatic transfer switch at Borough Hall and will pay for this work utilizing local funds.

Bid Date:	November 30, 2011
Conditional Award Date:	December 21, 2011
Contractor:	Gary Kubiak and Son Electric, Allentown NJ
Amount:	\$49,335.00

- Concurrence of award has been received by the Monmouth County Community Development Office.
- A pre-construction meeting was held on January 25, 2012.
- Contracts have been executed
- Shop drawings have been submitted and approved.
- Switches have been installed and tested. Failure of one switch at Borough Hall has been rectified.
- Currently proceeding with project closeout.

Grants and Loans

1. **FEMA Hazardous Mitigation Assistance Grant Application:** The Letter of Intent was submitted to FEMA on April 8, 2011 as required. FEMA has reacted favorably to the Borough's flood reduction project as described in the Letter of Intent. T&M Associates has prepared and submitted the grant application on behalf of the Borough. The application was submitted on October 28, 2011. The Borough has been notified that the project ranks third and fourth on the State funding list.

Mr. Francy asked if we have any dimensions for the speed humps on Highland Avenue.

Mr. Leubner stated no, not yet.

Mr. Keady said the dimensions are very specific. The contractor would have to match that.

DEP Proposed Coastal Waterfront Access Rule:

Mrs. Cummins explained public waterfront access rule. The rules are particularly harsh in some aspects. The comment period ends May 18th.

Mr. Francy made a motion for Mr. Hill to draft a letter in opposition, seconded by Mayor Nolan and all were in favor.

Review of Planning Board Comments on Ordinance O-12-9 dated May 10, 2012:

Mrs. Cummins stated that the Planning Board reviewed the amended version and they recommended that the phrase "mid-size" be replaced with "mid-rise."

Mr. Padula said this does not have to be reintroduced, it is administrative.

Mrs. Cummins said it is ready to be introduced at the June 20th meeting.

Review of Planning Board Comments on Ordinance O-12-10 dated May 10, 2012:

Mrs. Cummins stated that the Planning Board had no new comments.

Mr. Padula stated that a resolution is still needed with the Planning Boards recommendations.

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Mayor Nolan said we will hear this ordinance at the June 20th meeting also.

Seasonal Employment:

Mr. Hill informed the governing body, we are seeking part-time, seasonal positions in various departments.

Mayor Nolan asked for this to be posted on the electronic signboard.

Short Term Rentals Discussion:

Mr. Hill prepared some notes from a recent meeting he had with Mr. Redmond, Mr. Francy and Code, Construction and Zoning Officials. They discussed how it is permitted, whether it will be permitted in the future and community impact. He further explained defining short term rentals to possibly be a minimum of five days, not to exceed thirty days. They will all be meeting again to make recommendations for the next meeting for discussion.

Mayor Nolan suggested getting ordinances from other towns and give to council before the next meeting.

Mr. Hill said that the owners of the houses in question have been sent notices

HBP Adopt a Bench Program:

Mrs. Braswell received a price quote and drawing very late today. She wants approval for an "Adopt a Bench Program." She would like the council to do a resolution to put this program in place. People would be able to adopt a bench for \$500.00. She then described the proposed benches and plaque inlay. She would work with Mr. Hill on placement of the benches.

Mayor Nolan stated that we will do a resolution at the next meeting.

Mr. Manrodt said that nothing should go in Veteran's Park without their approval.

Washington Ave. Repair/Captain's Cove Marina – Possible Resolution:

Mr. Francy said this is a discussion on the Washington Avenue repair. There is potential litigation involved. A set of conditions has been created for Mr. Rosiak that he has to comply with. He further explained. The easements for Mr. Rosiak to have access to the deadmen are a work in progress. He also mentioned a performance bond issue and inspection fees. Mr. Rosiak has agreed to the performance bond. He is opposed to paying inspection fees.

Council continued discussion.

Mr. Francy stated that Mr. Rosiak's mercantile license is at risk if the repairs are not done right. He would like the lawyers to work together to create a resolution.

Discussion continued.

Mayor Nolan feels that we have to watch the integrity of our road. That is why we asked for the performance bond.

Mr. O'Neil feels if he does his job in a timely fashion, he gets his money back.

Mr. Francy said the resolution would incorporate time limits. We want him to start working in three weeks and be done in 15 weeks. Failure to do that, he loses his mercantile license for the entire marina.

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Mr. Leubner will have a survey done by the beginning of June.

Discussion continued with council regarding inspection fees.

Mayor Nolan said that when we are done with the survey, we start repairing the road.

Mr. Francy said the bulkhead needs to be repaired before we can repair the road.

Discussion continued regarding repairs.

Mr. O'Neil said we should wait and see after Mr. Padula speaks to Mr. McKenna, if we can get the inspection fees to \$3,000.00.

Mr. Francy made a motion to make a resolution and there was no second.

Mr. Padula said the resolution would state to remove the engineer inspection escrow.

Mr. Francy offered a motion to make a resolution and failed due to lack of second.

Public Portion:

Don Manrodt of 268 Bayside Drive questioned the engineers about the project on Bay Avenue. If the pipe is not straightened out to Jones Creek, the sand will build up.

Mr. Leubner said we are addressing that under the flood mitigation project not the Bay Avenue project.

Mr. Manrodt explained that Jones Creek needs to be cleaned out.

Scott Seifert of Prospect Street spoke about reconstruction of his road. His driveway was resurfaced as part of the project. They lowered the grade of his driveway, and it has since fallen apart. He has photos of it. He wants his driveway to be repaired or resurfaced.

Mr. Leubner met with Mr. Seifert Thursday night. His driveway is in a state of disrepair. He will have the contractor take care of this if council approves. He will forward the photos to the council.

Larry Thorner of 89 Highland Avenue asked if anyone is being held accountable for the delays on the Highland Avenue Project. He expressed his concerns with overgrowth on sidewalks, and telephone pole in the middle of the sidewalk.

Mr. Hill will take a look at the sidewalk overgrowth and tree overgrowth.

Mr. Leubner responded about the utility company and difficulty working with them. He will double check with the utility company on the moving of pole in the sidewalk. They will try to push them forward. He is hoping to have that road paved by the end of June.

Carol Bucco of 330 Shore Drive asked about R-12-123, why we would make him a captain.

Mayor Nolan said this resolution was tabled.

Carol Bucco asked what deferral of school taxes is.

Mayor Nolan said it is related to the conversion to the fiscal year.

Tara Ryan of 12 Ocean Street spoke of the overgrowth on Ocean Street. Also, a tenant is parking in front of the driveway, making it very narrow to get around.

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Mayor Nolan will have Chief Blewett look at and see if we can make it a no parking area.

Frank McLaughlin of 24 Barberie Avenue spoke of the Washington Avenue road conditions. He gets water in his yard. He is glad to hear that we are moving toward a resolution to the problem.

Brian Cobb of 11 Recreation Place questioned an ordinance passed two weeks ago to authorize T&M to prepare work. He asked if there was a cost estimate.

Mr. Leubner said \$600,000.00 for sheething and bulkhead.

Brian Cobb asked how many feet does this cover.

Mr. Leubner said basically 300 feet. There is no design as yet.

Brian Cobb asked how can sheething be the most expensive.

Mr. Leubner said it's the most durable.

Discussion continued with Mr. Cobb.

Claudette D'Arrigo of 12 Seadrift Avenue spoke of Washington Street, who would be liable if someone falls.

Mayor Nolan stated that we would be mentioned in any suit.

Council explained that they want the marina repaired. It's the fault of the marina owner that the job is not done.

Claudette D'Arrigo spoke of overnight rentals. Will names of the people who are renting be provided to the town?

Mr. Hill said that it would be a condition of the process.

Claudette D'Arrigo asked where we are on 5 Seadrift Avenue.

Mr. Hill said we are working on it.

Eileen Scanlon of 24 5th Street had no comment.

Peter Mullen of 11 Marina Place spoke of Captain's Cove. He is frustrated that this is such a private negotiation. The residents do not know what is going on. He is concerned with the sheething.

Mayor Nolan said we would have another resident meeting.

Peter Mullen asked of the site plan for the parking lot at SeaStreak. They should not operate if there is no site plan. At what point does the Borough adopt a resolution to do an ordinance that is not consistent with the Master Plan.

Mayor Nolan said the hearing will be at the June 26th meeting.

Antonio Marsillo of 23 Prospect Street spoke of the paving of his street, can the engineer give a time line.

Mr. Leubner said it will be done by the end of June.

Antonio Marsillo said his neighbor is doing a large project. He would like to see his neighbor's project done before paving starts.

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Mr. Leubner said he will try to coordinate this as best as he can.

Antonio Marsillo also would like to see the overgrowth on Prospect and Osborn cut.

Mr. Hill will look in to this.

Mayor Nolan said there is a Memorial Day Parade on May 26th at 1:00 p.m.

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

The meeting adjourned at 10:20 p.m.

Debby Dailey, Deputy Clerk

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