



Highlands Borough Mayor & Council Meeting Minutes  
Community Center, 22 Snug Harbor Avenue, Highlands  
September 7, 2022– Meeting Minutes

**MEETING:** Meeting came to order at 7:00 PM

**MEETING STATEMENT:** The following public meetings statement was read.  
The notice requirements provided for in the Open Public Meetings Act have been satisfied.  
Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting at the Borough of Highlands Municipal Building and filing with the Borough Clerk all on January 1, 2022. Items listed on the agenda are subject to change.

**ROLL CALL**  
Councilmember Chelak, Councilmember Cervantes, Councilmember Melnyk, Councilmember Olszewski, and Mayor Broullon were all present.

Also in attendance were Borough Administrator Michael Muscillo, Borough Attorney Andrew Ball, Esq., Borough Engineer Bennett Matlack, and Borough Clerk Nancy Tran.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES:** August 17, 2022 Meeting Minutes  
Motion: Mayor Broullon  
Second: Olszewski  
Ayes: Cervantes, Chelak, Olszewski, Mayor Broullon  
Abstain: Melnyk

**INTRODUCTION OF PROPOSED ORDINANCES:**  
O-22-18 Designating Restricted Parking in Front of Residence Occupied by Person with Disabilities  
Motion: Mayor Broullon  
Second: Chelak  
Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon  
Nays: None  
Abstain: None  
Absent: None

Clerk Tran stated motion carried to pass this ordinance on first reading with a public hearing to be held on September 21, 2022.

O-22-19 Amending Chapter 2 (Administration), Section 2-10.2 Entitled “Composition” of the Revised General Ordinances of the Borough of Highlands  
Chief Burton explained that the ordinance allowed the Police Department to hire in advance of future retirement of officers rather than wait for a year before hiring a replacement.  
Councilmember Melnyk asked if the Department is keeping the status quo of number of officers and if this would be budget neutral. Chief Burton answered that Mr. DeBlasio, the CFO, supported the ordinance.

Motion: Mayor Broullon  
Second: Olszewski  
Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon  
Nays: None  
Abstain: None  
Absent: None

Clerk Tran stated motion carried to pass this ordinance on first reading with a public hearing to be held on September 21, 2022.

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**PUBLIC HEARING ON PROPOSED ORDINANCES**

O-22-15 Designating Restricted Parking in Front of Residence Occupied by Person with Disabilities – With no questions or comments from the dais, Mayor Broullon opened floor to the public.

**WHEREAS**, N.J.S.A. 39:4-197.6 provides that any municipality may, by ordinance, establish a restricted parking zone in front of a residence occupied by a person with a disability provided such parking is not otherwise prohibited and the permitting thereof would not interfere with the normal flow of traffic.

**WHEREAS**, Ordinance 18-03 governs applications for restricted parking in front of residences occupied by persons with disabilities; and

**WHEREAS**, the Highlands Police Department has received an application for on-street resident parking for persons with disabilities, which has been reviewed and approved by the Chief of Police; and

**WHEREAS**, the governing body of the Borough of Highlands wishes to designate an appropriate space for resident parking for persons with disabilities in accordance with the recommendation of the Chief of Police.

**NOW, THEREFORE, BE IT ORDAINED**, by the governing body of the Borough of Highlands as follows:

**SECTION I.**

A parking space in front of 128 Highland Avenue adjacent to the fence post at the southwest corner of the property is hereby designated as a space for resident parking for persons with disabilities. This space shall be available to a resident of 128 Highland Avenue. A sign shall be installed specifically identifying the parking space in accordance with Ordinance 18-03.

**SECTION II. SEVERABILITY.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

**SECTION III. REPEALER.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION IV. EFFECTIVE DATE.** This ordinance shall take effect immediately upon its passage and publication in accordance with law.

Motion: Mayor Broullon to close public hearing and to carry to adopt

Second: Chelak

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

Clerk Tran stated motion carried to pass this ordinance on second and final reading.

O-22-16 Amending Chapter 21, Part IV, Article XIV, Section 81 of the Code of the Borough of Highlands, Entitled "Outdoor Storage" – Councilmember Chelak asked who would be responsible for regulating this ordinance. Mayor Broullon answered that Code Enforcement will be responsible and that there is a 30 days grace period before being enforced. Mayor Broullon then opened the floor to the public.

Chris Francy, 36 Fifth St., asked for the reason behind this ordinance. Mr. Muscillo answered that people were leaving construction equipment on properties for over 30 days with no

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activity and the Borough wants them removed. Council President Olszewski added that this ordinance is specific to heavy construction equipment, not your typical lawnmower.

**WHEREAS**, pursuant to N.J.S.A. 40:48-1, et seq. authorizes local governmental units to adopt regulations designed to promote the public health, safety and general welfare of its citizenry; and

**WHEREAS**, the Governing Body of the Borough of Highlands has determined that it is in the best interest of the residents of the Borough to amend the Borough Code, Section 21-81 regarding outdoor storage, to prohibit the storage of construction equipment and other similar devices on residential properties.

**NOW, THEREFORE, BE IT ORDAINED** by the governing body of the Borough of Highlands as follows:

**Section 1.** Chapter 21, Section 81 of the Borough Code of the Borough of Highlands, entitled "Outdoor Storage" shall be amended to read as follows (additions are shown with underlines, and sections that remain unchanged are omitted below):

**21-81 OUTDOOR STORAGE**

**A. Residential Districts.**

[SUBSECTIONS 1 THROUGH 3 – NO CHANGE.]

**4. The storage of commercial vehicles, commercial equipment, and construction equipment shall be prohibited, subject to the following exceptions:**

**a. Commercial vehicles, commercial equipment, and construction equipment may be stored on site for active and ongoing construction purposes authorized by the required zoning and construction permits only. All commercial vehicles, commercial equipment, and construction equipment shall be immediately removed from the site if the required permits have not been issued, expire, or otherwise become invalid. All commercial vehicles, commercial equipment, and construction equipment shall be immediately removed from the site if construction activity is completed, suspended, or if the site is abandoned for a period of 30 days or more.**

**b. Commercial vehicles, commercial equipment, and construction equipment may be stored on site no more than 30 days prior to the commencement of construction if valid zoning and construction permits have been issued.**

**c. For the purposes of this Section, "Commercial vehicles" shall not include vans or trucks with a gross vehicle weight rating of less than 14,000 pounds.**

**B. Nonresidential Districts.**

**1.** No storage area shall be located in a required front yard or in a required side yard adjoining a street.

**2.** No article, equipment, vehicle, supplies, or material shall be kept or stored outside the confines of any building unless the same is allowed by this chapter or is screened by special planting or fencing, as approved by the Board, and maintained in good condition, so that it shall not be visible from any adjacent property or public street. Any outdoor storage area shall meet the location requirements for accessory structures. Storage of trailers or use of trailers for storage is prohibited.

**3. Unless being stored within a building or approved storage area in accordance with subsection 2 above, the storage of commercial vehicles, commercial equipment, and construction equipment shall be prohibited, subject to the following exceptions:**

**a. Commercial vehicles, commercial equipment, and construction equipment may be stored on site for active and ongoing construction purposes authorized by the required zoning and construction permits only. All commercial vehicles,**

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commercial equipment, and construction equipment shall be immediately removed from the site if the required permits have not been issued, expire, or otherwise become invalid. All commercial vehicles, commercial equipment, and construction equipment shall be immediately removed from the site if construction activity is completed, suspended, or if the site is abandoned for a period of 30 days or more.

b. Commercial vehicles, commercial equipment, and construction equipment may be stored on site no more than 30 days prior to the commencement of construction if valid zoning and construction permits have been issued.

c. For the purposes of this Section, "Commercial vehicles" shall not include vans or trucks with a gross vehicle weight rating of less than 14,000 pounds.

[SUBSECTION C – NO CHANGE]

D. Penalty for Violations. Any violation of this section shall be punishable by the penalties provided in section 1-5 of the Revised General Ordinances of the Borough of Highlands.

**SECTION II. SEVERABILITY.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

**SECTION III. REPEALER.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION IV. EFFECTIVE DATE.** This Ordinance shall take effect upon adoption and publication according to law.

Motion: Mayor Broullon to close public hearing and to carry to adopt

Second: Chelak

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

Clerk Tran stated motion carried to pass this ordinance on second and final reading.

O-22-17 Adding Chapter 2, Section 10.17 of the Borough Code Entitled "Entry-Level Law Enforcement Officer Appointment" – After Mr. Muscillo explained the ordinance, Mayor Broullon opened the floor to the public.

Barney Cohn, East Manor Square, expressed his objection to the ordinance and stated that everyone should take the state civil service exam. He believed that this is both unfair to the municipality that one hires a new officer from and to the municipality that hires the new officer. Mr. Muscillo replied that every new hire will still have a background check and that this has been passed at the state level and the Borough is updating its code for compliance. Mayor Broullon added that this applies to entry level officers.

**WHEREAS**, the State of New Jersey has approved P.L. 2021, c. 7 and P.L. 2021, c. 406 which provide for the exemption of Civil Service examination requirements for entry level law enforcement officers who have either completed, or will complete, a full Basic Course for Police Officers, if such exemptions are adopted by municipal ordinance; and

**WHEREAS**, the Borough of Highlands wishes to amend the Borough of Highlands Code to allow for such exemptions as provided by law.

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**NOW, THEREFORE, BE IT ORDAINED** by the governing body of the Borough of Highlands as follows:

**SECTION I.** Borough Code Section 2-10.17 entitled "Entry-Level Law Enforcement Officer Appointment" shall be added as follows:

**§ 2-10.17 Entry-Level Law Enforcement Officer Appointment**

Pursuant to N.J.S.A. 11A:4-1.3, entry-level law enforcement officers may be appointed by the Borough Administrator upon the recommendation of the Chief of Police without taking a Civil Service examination, so long as the individual has successfully completed a full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training Commission. Additionally, temporary entry-level law enforcement officers may be appointed by the Borough Administrator upon the recommendation of the Chief of Police without taking a Civil Service examination, so long as the individual successfully completes a full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training Commission within nine months from the date of hire as a temporary entry-level law enforcement officer; upon successful completion of the training course, the temporary entry-level law enforcement officer shall be appointed as a permanent entry-level law enforcement officer.

**SECTION II. SEVERABILITY.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

**SECTION III. REPEALER.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION IV. EFFECTIVE DATE.** This ordinance shall take effect immediately upon its passage and publication in accordance with law.

Motion: Mayor Broullon to close public hearing and to carry to adopt

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

Clerk Tran stated motion carried to pass this ordinance on second and final reading.

**PUBLIC HEARING: Improvements to Overlook Park**

Mr. Matlack began his presentation by stating that this is a grant that the Borough had applied to in the past for other projects. He reported that there was no room in the budget for this project this year, so the grant is for next year. He described the proposed project and described the diagrams he provided. He believes that there is a high chance of being awarded as the project creates a new public space. The grant is a matching grant with the maximum of \$250K.

Mayor Broullon asked about drainage. Mr. Matlack explained the proposed drainage system. Council President expressed support for the idea. Councilmember Melnyk expressed his and the Open Space Committee's full support for the project. With no further comments and questions from the dais, Mayor Broullon opened the floor to the public.

Someone from the audience asked for a better look of the diagrams and Mr. Matlack obliged.

Tina Kemmer, 164 Linden Ave., asked if it would be handicap accessible. Mr. Matlack answered

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that the proposed park will be ADA compliant.

Chris Francy, 36 Fifth St., stated that the Environmental Commission has been pushing for this project for years. He asked if Peter Mullen’s original design with a circular feature could be incorporated. Mr. Francy thought the proposed design was bland and wished it was interesting. Mr. Matlack replied that he wasn’t sure about having seen the circular design but he did get the pergola idea from Mr. Mullen’s design. Mr. Francy offered to forward Mr. Mullen’s design to Mr. Matlack.

With no further comments from the public, Mayor Broullon closed the public hearing.

**CONSENT AGENDA:** Clerk Tran read the following Resolutions by title and asked for a motion to approve the Consent Agenda. Mr. Ball explained the background of R 22-203. Resolutions and Consent Agenda vote are as follows:

**RESOLUTION 22-198  
REQUESTING APPROVAL OF INSERTION OF \$20,049.03 TO THE 2022 BUDGET REVENUE  
AVAILABLE FROM THE MUNICIPAL ALLIANCE PROGRAM GRANT**

**WHEREAS**, N.J.S. 40:4-87 provides that the Director of Local Government Services may approve the insertion of any special item of revenue in the budget of any 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 any item of appropriation for equal amount.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Highlands hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2022 in the sum of \$20,049.03 which item is now available as revenue from the Municipal Alliance Program Grant.

**BE IT FURTHER RESOLVED** that a like sum of \$20,049.03 be and the same is hereby appropriated under the caption of Municipal Alliance Program Grant, and

**BE IT FURTHER RESOLVED** that the sum of \$3,738.55 representing the amount required for the borough’s share of the aforementioned undertaking or improvement appears in the budget of the year 2022 under the caption of Matching Funds for Grants and is hereby appropriated under the caption of Municipal Alliance Program Grant-Matching Funds. (Sheet 24)

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-199  
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,

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**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:

Block	Lot	Year	Amount	Name
11.10	16	2021/2022	\$7,349.53	Corelogic

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-200**  
**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

**WHEREAS**, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Committee of the Borough of Highlands, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Motion: Mayor Broullon

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Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-201**

**AUTHORIZING THE PREPARATION AND SUBMITTAL OF A MUNICIPAL OPEN SPACE GRANT  
PROGRAM FOR FISCAL YEAR 2023**

**WHEREAS**, the Monmouth County Board of County Commissioners has approved an Open Space Trust Fund and established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County park, recreation, conservation and farmland preservation purposes, as well as for County recreation and conservation development and maintenance purposes; and

**WHEREAS**, the Governing Body of Borough of Highlands desires to obtain County Open Space Trust Funds in the amount of \$147,500.00 to the fund Overlook Park project; and

**WHEREAS**, the total cost of the project including all matching fund is \$295,000.00; and

**WHEREAS**, the Borough of Highlands is the owner of and controls the project site.

**NOW, THEREFORE, BE IT RESOLVED BY** the Borough of Highlands **THAT:**

1. Michael Muscillo, Administrator, or his successor is authorized to (a) make an application to the County of Monmouth for Open Space Trust Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Open Space Grants Program and (c) act as the municipal contact person and correspondent of the above-named municipality; and
2. The Borough of Highlands is committed to this project and will provide the balance of funding necessary to complete the project as described in the grant application in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and
3. If the County of Monmouth determines that the application is complete and in conformance with the Monmouth County Municipal Open Space Program and the Policy and Procedures Manual for the Municipal Grants Program adopted thereto, the municipality will use the approved Open Space Trust Funds in accordance with such policies and procedures, and applicable federal, state, and local government rules, regulations and statutes thereto; and
4. Mayor Carolyn Broullon or her successor is hereby authorized to sign and execute any required documents, agreements, and amendments thereto with the County of Monmouth for the approved Open Space Trust Funds; and
5. This resolution shall take effect immediately. application for the above stated project.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-202**



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**APPROVAL TO SUBMIT A GRANT APPLICATION ON AND EXECUTE A GRANT CONTRACT WITH  
THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE IMPROVEMENTS TO MARINE  
PLACE EAST & SNUG HARBOR PARKING LOT PROJECT**

**NOW, THEREFORE, BE IT RESOLVED** that Council of Highlands formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as LAIF-2023-Marine Place East and Snug Harbor-00011 to the New Jersey Department of Transportation on behalf of Highlands.

**BE IT FURTHER RESOLVED** that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Highlands and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-203**

**AUTHORIZING EXECUTION OF DISCHARGE OF MORTGAGE FOR 80 SHREWSBURY AVENUE**

**WHEREAS**, the owners of 80 Shrewsbury Avenue, Block 55, Lot 2 (hereafter Homeowners) received financial assistance from the Borough of Highlands for the purpose of rehabilitating the property in order to abate health, safety and code violations; and

**WHEREAS**, the Homeowners executed a Mortgage with the Borough of Highlands for an interest free deferred payment loan; and

**WHEREAS**, the Mortgage was recorded in the Monmouth County Clerk's Office on April 28, 2000 in Book MB 7081, Page 272; and

**WHEREAS**, the Mortgage was to be forgiven at the expiration of five (5) years provided the Homeowners satisfied certain conditions; and

**WHEREAS**, the five (5) year period has expired and the conditions have been satisfied; and

**WHEREAS**, it is necessary for a Discharge of Mortgage to be executed by the Borough of Highlands.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands, that the Mayor and Municipal Clerk are hereby authorized to execute the attached Discharge of Mortgage.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution, certified by the Municipal Clerk to be a true copy, be forwarded to the Borough of Highlands Chief Financial Officer and Tax Assessor.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-204**

**AUTHORIZING EXECUTION OF AN AGREEMENT FOR SNOW REMOVAL AND STREET LIGHTING  
REIMBURSEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND EAST MANOR SQUARE  
CONDOMINIUM ASSOCIATION**

**WHEREAS**, the Municipal Services Act, N.J.S.A. 40:67-23.2, et. seq. and amendments thereto, provides in pertinent part that a municipality, in lieu of providing certain municipal services to the private community, may opt to financially reimburse the qualified private communities for the cost of certain municipal services; and

**WHEREAS**, East Manor Square Condominium Association is a qualified private community, as defined under the Act, and the Borough of Highlands is a municipality governed by the Act; and

**WHEREAS**, the Borough and East Manor Square Condominium Association have mutually agreed that the Association shall perform its own snow removal and pay the cost for street lighting, and that the Borough shall reimburse the Association for the cost of those services at a rate not to exceed the cost that would have been incurred by the Borough in providing those services directly; and

**WHEREAS**, N.J.S.A. 40:67-23.5 requires a written agreement to annually reimburse a qualified private community; and

**WHEREAS**, the Borough has prepared a written agreement, with an effective date of January 1, 2022, to reimburse the East Manor Square Condominium Association for snow removal and the cost of street lighting as set forth in the Agreement, and wishes to enter into such an Agreement with East Manor Square Condominium Association.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that the appropriate Municipal officials, including the Mayor and Borough Administrator, be and are hereby authorized to execute an Agreement for Reimbursement for Municipal Services, as prepared and approved by the Borough Attorney and the Chief Financial Officer of the Borough.

**BE IT FURTHER RESOLVED**, that the Agreement for Reimbursement for Municipal Services shall become effective upon being fully executed, for the dates contained therein, with an effective date of January 1, 2022.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-205**

**AUTHORIZING EXECUTION OF CLEAN ENERGY-COMMUNITY ENERGY GRANT AGREEMENT  
BETWEEN THE STATE OF NEW JERSEY BOARD OF PUBLIC UTILITIES AND THE BOROUGH OF  
HIGHLANDS**

**WHEREAS**, the Borough of Highlands strives to assure clean land, air and water for current and future generations; and

**WHEREAS**, New Jersey's Energy Master Plan (Pathway to 2050) established that community-level action is necessary to achieve the State's goal of 100% clean energy by 2050; and

**WHEREAS**, the New Jersey Board of Public Utilities has created a Clean Energy-Community Energy Grant program for municipalities to develop a community energy plan to meet the goals of the State's Energy Master Plan; and

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**WHEREAS**, in accordance with Resolution Number 22-077, duly adopted on March 2, 2022, the Borough of Highlands submitted an application for the Clean Energy-Community Energy Grant and it is necessary for the Borough to execute the Grant Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Highlands, that the Mayor be and is hereby authorized to execute the Clean Energy-Community Energy Grant Agreement between the State of New Jersey Board of Public Utilities and the Borough of Highlands.

**BE IT FURTHER RESOLVED**, that the Mayor is authorized to undertake such acts as are reasonable and necessary to accomplish the purpose of this Resolution.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-206  
AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated September 1, 2022, which totals as follows:

Current Fund	\$ 935,209.07
Sewer Account	\$ 14,997.14
Capital Fund	\$ 36,413.60
Trust-Other	\$ 16,502.93
Federal/State Grants	\$ 1,975.45
<b>Total</b>	<b>\$ 1,005,098.19</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling \$ 1,005,098.19 be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is posted on the borough website at [www.highlandsborough.org](http://www.highlandsborough.org) and on file in the Municipal Clerk's office for reference.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-207  
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL  
ENGINEERING SERVICES REGARDING MONMOUTH HILLS/SNUG HARBOR COMBINED STORM  
WATER MITIGATION-PERMIT PLANS**

**WHEREAS**, the Borough of Highlands has a need for professional engineering services in connection with Monmouth Hills/Snug Harbor Combined Storm Water Mitigation-Permit Plans pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated September 1, 2022, a copy of which is available at the office of the Borough Clerk; and

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**WHEREAS**, the said proposal is for Survey, Design, Permits, Benefit Cost Analysis, BRIC Application Changes and Community Outreach; and

**WHEREAS**, the said proposed services include the following:

Phase 1.0 - Survey Services including survey update and map	\$ 18,500.00
Phase 2.0 - Engineering Design Services including basins and piping and pump station, pile design and discharge pipe	\$ 35,000.00
Phase 3.0 - Permits	\$ 45,000.00
Phase 4.0 - Benefit Cost Analysis update	\$ 9,000.00
Phase 5.0 - Grant Application Update and Community Outreach	\$ <u>8,800.00</u>
Total Fee Estimate: \$116,300.00; and	

**WHEREAS**, such professional engineering services can only be provided by licensed professionals and the firm of Colliers Engineering & Design, Inc., 331 Newman Springs Road, Suite 203, Red Bank, New Jersey 07701 is so recognized; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain Colliers Engineering & Design, Inc. for the proposed professional engineering services in connection with Monmouth Hills/Snug Harbor Combined Storm Water Mitigation-Permit Plans; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$116,300.00 for professional engineering services as stated in Colliers Engineering & Design, Inc.'s proposal dated September 1, 2022; and

**WHEREAS**, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Colliers Engineering & Design, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, Colliers Engineering & Design, Inc. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

**WHEREAS**, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows, account #:

  
\_\_\_\_\_  
Patrick DeBlasio, Chief Financial Officer

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Highlands as follows:

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1. Colliers Engineering & Design, Inc. is hereby retained to provide professional engineering services in connection with Monmouth Hills/Snug Harbor Combined Storm Water Mitigation-Permit Plans as outlined above for an amount not to exceed \$116,300.00.
2. The contract is awarded without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-208**

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL  
ENGINEERING SERVICES REGARDING CDBG MARINE PLACE WALKWAY WEST-FINAL DESIGN  
AND CONSTRUCTION PHASE SERVICES**

**WHEREAS**, the Borough of Highlands has a need for professional engineering services in connection with CDBG Marine Place Walkway West-Final Design and Construction Phase Services pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, CME Associates has set forth its proposed services in a written proposal dated September 1, 2022, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the said proposal is for Final Design Phase Services which includes engineering work to complete the project, provide plan revisions, meeting attendance to address comments by the Borough and residents in close proximity to the project, and additional funding coordination; and

**WHEREAS**, the proposed services include the following:

Final Design Phase Services: as referenced above.

Construction Phase Services:

1. Contract preparation including review of bonds, insurance certificates and project workforce reports.
2. Attend preconstruction meeting.
3. Prepare and distribute preconstruction meeting minutes.
4. Provide assistance with interpretation of contract documents.
5. Review shop drawings for site related items.
6. Coordinate and attend site meetings as necessary with the contractor and Borough to monitor construction progress.
7. Provide construction observation services.
8. Coordination with CDBG as required.
9. Prepare contractor punch lists.
10. Review and approve progress pay estimates.

Final Design Phase Services	\$ 7,300
Construction Phase Services	\$37,400
Total Fee Estimate:	\$44,700; and

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**WHEREAS**, such professional engineering services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed professional engineering services in connection with CDBG Marine Place Walkway West-Final Design and Construction Phase Services; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$44,700.00 for professional engineering services as stated in CME Associates' proposal dated September 1, 2022; and

**WHEREAS**, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that CME Associates has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit CME Associates from making any reportable contributions through the term of the contract; and

**WHEREAS**, CME Associates has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

**WHEREAS**, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows: Acct #C-04-22-102-000-201 & G-02-41-856-000-202

  
\_\_\_\_\_  
Patrick DeBlasio, Chief Financial Officer

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Highlands as follows:

1. CME Associates is hereby retained to provide professional engineering services in connection with CDBG Marine Place Walkway West-Final Design and Construction Phase Services as outlined above for an amount not to exceed \$44,700.00.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-209**

**AUTHORIZING THE AWARD OF A CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE SERVICES  
– GRANT CONSULTING SERVICES FOR OBTAINING FEMA FUNDING**

**WHEREAS**, the Borough of Highlands has a need to award a contract for extraordinary unspecifiable services pursuant to the provisions of N.J.S.A. 19:44A-20.5 for Grant Consulting Services to assist the Borough with obtaining FEMA funding for various projects; and

**WHEREAS**, Grant Rite Management Corporation specializes in disaster recovery programs such as FEMA, PA, CARES and the American Rescue Plan Act, and various other state and federal grant programs for municipalities and public and private entities across the country; therefore, the solicitation of quotations for such services is impracticable, additionally such services constitute extraordinary, unspecifiable services pursuant to N.J.S.A. 40A:11-5(1)(a)(ii); and

**WHEREAS**, Grant Rite Management Corporation has set forth its proposed services in a written proposal dated August 18, 2022, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the said proposal encompasses disaster recovery and grant management services; and

**WHEREAS**, the proposed amount of the contract with Grant Rite Management Corporation is not to exceed \$50,000.00 and consists of the following services:

1. Coordinating implementation efforts with the Federal and State response and recovery plan and providing comprehensive program guidance.
2. Assisting the Borough in developing an approach to filing and tracking costs (if/where necessary).
3. Reviewing and assembling documentation provided by the Borough and developing corresponding narratives to support and substantiate claims and reimbursement requests.
4. Reviewing any potential/identified eligibility issues and working with the Borough to develop justifications for presentation to FEMA.
5. Preparing reimbursement claims and submitting those claims to FEMA once the Borough has reviewed and approved.
6. Assisting in identifying and addressing special consideration issues.
7. Attending meetings with the Borough, funding agency and all relevant parties to negotiate reimbursement claims as needed.
8. Assisting in determining if any eligible damages have not been quantified and presented.
9. Preparing draft correspondence to relevant agencies as necessary, including that pertaining to the arbitration of eligibility issues and in response to formal RFIs.
10. Working with the Borough to support/resolve disputes that may arise and, when necessary, strategizing, and preparing formal appeals if the Borough disagrees with eligibility determinations.
11. Identifying and addressing in advance any issues related to inter-agency funding conflicts.

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12. Assisting with Requests for Reimbursement (RFRs), preparations for final inspections by FEMA (if applicable), and closeout of all projects when the Borough has completed projects and drawn down reimbursement for all eligible costs.
13. Assisting with preparations for annual and/or other (potential) future audits, as necessary.
14. Recording and tracking all reimbursement claim submissions, awards, receipt/appropriation of funds, timelines, and programmatic and fiscal grant summaries as required by the Borough and/or FEMA.

**WHEREAS**, the FEMA Grant Consulting Services will be billed at an hourly rate of \$165.00 per hour, with expenses for personal auto use at a rate of \$00.575 per mile and travel and lodging per diem as incurred/GSA rates when available; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain Grant Rite Management Corporation for the proposed Grant Consulting Services to assist the Borough with obtaining FEMA funding for various projects in the Borough; and

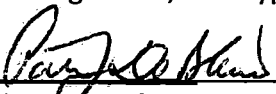
**WHEREAS**, this contract is to be awarded for an amount not to exceed \$50,000.00 as stated in Grant Rite Management Corporation's proposal dated August 18, 2022; and

**WHEREAS**, Grant Rite Management Corporation has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit Grant Rite Management Corporation from making any reportable contributions through the term of the contract; and

**WHEREAS**, Grant Rite Management Corporation has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

**WHEREAS**, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows, Account # T-03-56-855-000-000:  
Grant Rite Management, 300 Cypress Street, Unit 622, Liverpool, NY 13088

  
\_\_\_\_\_  
Patrick DeBlasio, Chief Financial Officer

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for services awarded without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Highlands as follows:

1. Grant Rite Management Corporation is hereby retained for Grant Consulting Services to assist the Borough with obtaining FEMA funding for various projects within the Borough as described above and in their proposal dated August 18, 2022, for an amount not to exceed \$50,000.00.
2. The contract is awarded without competitive bidding as an extraordinary, unspecifiable service pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and the Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.



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The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**RESOLUTION 22-210  
AWARDING A FAIR AND OPEN CONTRACT FOR  
THE CDBG MARINE PLACE WALKWAY WEST PROJECT**

**WHEREAS**, on September 1, 2022 the Borough of Highlands accepted bids for the CDBG Marine Place Walkway West Project; and

**WHEREAS**, one (1) bid was received for the aforesaid project which was reviewed by the Borough Engineer's Office, as follows:

<u>Bidder</u>	<u>Bid (Items 1 through 17)</u>
Seacoast Construction, Inc.	\$539,679.00; and
15 Addington Court, East Brunswick, NJ	

**WHEREAS**, the Borough Engineer, CME Associates, by way of correspondence dated September 1, 2022, has made the recommendation that the contract be awarded to Seacoast Construction, Inc. in the amount of \$539,679.00, subject to the availability of funds by the Chief Financial Officer of the Borough of Highlands as well as the submission of the required bonds and insurance certificates for the project; and

**WHEREAS**, by way of correspondence dated September 6, 2022, the Monmouth County Division of Planning, Office of Community Development, provided clearance to award the contract to Seacoast Construction, Inc.; and

**WHEREAS**, a certification of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands.

I hereby certify funds are available as follows: Acct #C-04-22-102-000-201 & G-02-41-856-000-202

  
\_\_\_\_\_  
Patrick DeBlasio, Chief Financial Officer

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough of Highlands governing body as follows:

1. That the Contract for the CDBG Marine Place Walkway West Project is hereby awarded to Seacoast Construction, Inc. in an amount not to exceed \$539,679.00 for bid items 1 through 17, subject to submission of the required bonds and insurance certificates for the project.
2. That the Mayor, Borough Administrator and Borough Clerk be and are hereby authorized and directed to take all steps necessary to engage the services of Seacoast Construction, Inc. including executing a contract.
3. A copy of this Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

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Motion: Mayor Broullon

Second: Olszewski

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

**OTHER BUSINESS**

Trap-Neuter-Return (TNR) and Licensing of Animals in Highlands – Mayor Broullon welcomed guests, Corrine Henn and Scott Crawford, from the Monmouth County SPCA. Ms. Henn explained the Trap-Neuter-Return program and reported numbers from the program so far. Mayor Broullon explained that the Monmouth County SPCA does both the TNR program and animal control for the Borough. She gave brief summary of the 2021 TNR numbers and then opened the floor to the public.

Allyson Hallander, 59 Washington, asked how one can differentiate a TNR cat from other cats. Mr. Crawford answered that TNR cats have a notch on their ear. Ms. Hallander asked about requirements of participants in the TNR program. Ms. Henn answered that they will work with the individual based on one's schedule and abilities.

Mayor Broullon stated that the Borough requires and enforces the licensing of animals with the primary objective of ensuring that all animals are current with their rabies vaccine.

Chris Francy, 36 Fifth St., added that local businesses do not accept animal clients unless their records are up to date.

Barney Cohn, East Manor Square, asked if indoor cats were required to be licensed too. Mayor Broullon answered yes as they can escape.

Marine 17 – Bill Kane, OEM Coordinator and Deputy Fire Chief, distributed an informational folder to the Governing Body prior to explaining that the fire boat was given on loan to the Borough through a program from Forest Fire Services with the understanding that the Borough was responsible for the operation and maintenance of it. The fire boat broke down enroute to answer a call. He listed the reasons why having a fire boat is beneficial to the Borough. He wanted the Governing Body to consider the cost of repairing the boat that the town does not own versus replacing the boat where the town will have full ownership.

Dave Parker, Apparatus Coordinator for the Fire Department and Borough Fire Marshall, explained that a lot of the Department's equipment comes from the Forest Fire Services program and that while these are ultimately their property, the Borough can take back what it puts in.

Mayor Broullon asked if there were any available grants the Fire Department could apply for. Mr. Parker answered that the Department had unsuccessfully applied for grants from the Port Authority in the past and that they had also applied for the Assistance to Firefighters Grant for other equipment. Councilmember Melnyk asked for the specifications for the boat the Department needs as the two quotes given in the packet were vastly different. Mr. Kane answered that there are very few manufacturers for the kind of boat they need. He's hoping to get another quote in but the lowest quote they received was \$167K. Mr. Parker added that they need something small and simple for their needs. Councilmember Melnyk asked if there were any storage costs. Mr. Parker answered that the Twin Lights Marina donates a dock for the boat. Council President Olszewski asked if this was a one-time donation. Mr. Parker answered that this is not the case.

Mr. Francy asked if they considered working with SeaTow. Mr. Kane answered that this is not an option as regulations are very strict.

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Mayor Broullon suggested that Mr. Kane and Mr. Parker sit down with Mr. DeBlasio and Mr. Muscillo to go over numbers. Mr. Muscillo reported that he had submitted an insurance claim.

**REPORTS:**

**Mayor's Report:** Mayor Broullon gave updates on the North Street Pump Station, Municipal Building, South Bay and Hillside improvements, Phase I Sanitary Sewer, Ederle Park improvements, Snug Harbor Park improvements, Waterwitch Pump Station, skate park, Jones Creek dredging, Marine Place West walkway, 171 Bay Avenue charging station, Portland Road, Frank Hall Park, Veterans Park, Overlook Park, Marine Place East walkway, Regionalization, grants received, Monmouth Hills, and upgrade to AA grade from Standard and Poor's.

With no one on the dais having anything else to add, Mayor Broullon opened Public Portion.

**PUBLIC PORTION:**

Barney Cohn, East Manor Square, asked for more information about the Municipal Services Agreement and if reimbursements could be submitted via email. Clerk Tran confirmed that he could email to her attention.

Jim Kovic, 3 Woodland St., asked about the status of his unfinished mural on Miller Street. He stated that his design was chosen by the Highlands Business Partnership as part of a contest that they held in 2015. He expressed his frustration at Highlands Business Partnerships' lack of input and feedback of the mural after he signed the agreement. Mr. Kovic noted his concern about the crack in the center panel where the mural is unfinished. Mayor Broullon explained that the Governing Body has no authority over his private contract with a private company. Mr. Kovic replied that this is Borough property. Mr. Muscillo offered to talk with HBP to try to resolve the problem. Councilmember Melnyk replied that Council will not discuss price at tonight's meeting.

Chris Francy, 36 Fifth St., stated that it's been one year since the Collier report was release and he hadn't heard anything about the Snug Harbor pump, and asked about update for Army Corp of Engineers and Congressman Pallone. Mayor Broullon answered that she did not have any update with the Army Corp or Congressman Pallone. Mr. Francy feared that it looks bad that Highlands is the only municipality on the bayshore that hasn't joined the Army Corp project. Mayor Broullon stated that she's not sure about the dispersion of the Army Corp monies and stated that she has more hope of receiving monies from NJDEP, a local partner, for addressing the storm water mitigation problem of Monmouth Hills and Snug Harbor pump that has to handle all that water. Mr. Francy stated that it was his understanding that the Army Corp was supposed to be a ballot measure and asked why it hasn't been so. Mayor Broullon answered that it hasn't been on the ballot because the study hasn't been finished yet.

Mike Cannon, 10 Central, asked for clarification of Resolution R 22-207 and if there was a revised plan from last September regarding the Snug Harbor pump. He had reservations about the original concept plan and wanted to know the status. He gave information about the Army Corp project monies. Mayor Broullon answered that there are a lot of moving parts and stated discussions she's had to address funding sources. Mr. Cannon stated that he's willing to discuss further his reservations about the plan with interested parties.

With no further questions or comments from the public, Mayor Broullon closed Public Portion.

**EXECUTIVE SESSION:**

Clerk Tran read the following:

Executive Session will be held following the Regular Council Meeting. Prior to each Executive Session, the Borough Council will convene in open session at which time a resolution will be adopted in accordance with N.J.S.A. 10:4-13.

BE IT RESOLVED that the following portion of this meeting shall not be open to the public,

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

- Collective Bargaining - CWA Contract
- Attorney/Client Privilege – 124 Bay Avenue, Lot 10, Block 47

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.

Motion: Mayor Broullon

Second: Melnyk

Ayes: Cervantes, Chelak, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstain: None

Absent: None

Council entered into Executive Session at 8:19pm and exited at 8:34pm.

**ADJOURNMENT:**

Offered by: Mayor Broullon

Seconded: Olszewski

All in Favor.

None opposed.

Adjourned at 8:35pm

Approve: \_\_\_\_\_

Carolyn Broullon, Mayor

Attest: \_\_\_\_\_

Nancy Tran, Borough Clerk