

January 18, 2022

Millburn Township Committee Meeting Minutes

Minutes of the Regular Meeting of the Township Committee of the Township of Millburn, in Essex County, New Jersey, held in Town Hall and remotely starting at 7:00 PM on the above date.

Mayor Miggins opened the meeting and read the following statement:

In accordance with Section 5 of the Open Meetings Act, Chapter 231, Public Laws, 1975, are advised that notice of this meeting was made by posting on the Bulletin Board, Town Hall, and serving the officially designated newspapers, a notice stating that this meeting would take place at the Town Hall and remotely at 7:00 PM on January 18, 2022.

Mayor Miggins asked all those present to stand for the Salute to the Flag.

Upon call of the roll, the following Committee members were recorded present: Maggee Miggins, Tara B. Prupis, Dianne Thall Eglow, Richard J. Wasserman and Sanjeev Vinayak.

Also present were Business Administrator Alexander McDonald, Township Clerk Christine Gatti, Brad Carney Township Attorney, and Assistant Business Administrator Jesse Moehlman.

Mayor Miggins asked for a moment of silence in respect of a local family who had gone through a tragedy.

Approval of Agenda

Mayor Miggins asked for a motion to approve the amended agenda in order for public comment to be moved to the beginning of the meeting prior to the consent agenda resolutions. The motion was offered by Ms. Thall Eglow and seconded by Mr. Wasserman. Vote: All Ayes

Minutes

Mayor Miggins asked for a motion to approve the October 19, 2021 Regular Township Committee meeting minutes. The motion was made by Ms. Thall Eglow and seconded by Ms. Prupis. Vote: All Ayes.

Mayor Miggins asked for a motion to approve the October 19, 2021 Special Township Committee meeting minutes. The motion was made by Ms. Thall Eglow and seconded by Ms. Prupis. Vote: All Ayes

Reports

Mr. Wasserman reported that new signs would be posted to improve traffic to the parking deck. He announced Founders Day would be on April 3, 2022. He noted that The Green Team was working on providing artwork for the train station.

Mayor Prupis asked Mr. Moehlman to provide an update on the Taylor Park gateway project.

Mr. Moehlman advised that a purchase order was pending as the contract had been agreed upon by MKW. Once a purchase order was issued, a site analysis and a site survey would be conducted and the first public session would be scheduled.

Mr. Vinayak reported that the Shade Tree Advisory Board met as well as the Flood Mitigation Advisory Committee. On January 19th a meeting would be held to create subgroups to have leaders for additional meeting. The 911 Joint Meeting also met and advised that a presentation would be scheduled.

Mr. Vinayak asked Mr. McDonald if the Finance Sub Committee could be open to residents. Mr. McDonald stated that the option would be up to the Committee members discretion.

Ms. Thall Eglow reported that she, the Administrator and CFO met to discuss the finances.

Mayor Miggins stated the Environmental Commission was present to provide a presentation on Stormwater Operations.

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Presentation

Ed Hilzenrath, 85 Mohawk Road and Member of the Environmental Commission, provided a brief introduction on the Stormwater Management/Green Infrastructure Draft Ordinance Presented. He introduced Mike Pisauro, Policy Director from the Watershed Management Institute, to provide additional information and background on the topic. Mr. Pisauro provided a presentation on the need to take a more rigorous measure in the Millburn's Stormwater infrastructure due to the increase of rainfall in the State of New Jersey. He recommended an amendment to the current ordinance, which would redefine major development, address minor development, address redevelopment and treat stormwater onsite. He advised it would also enhance the analysis of environmental impacts from development, include permitting and reporting requirements, and provide for education.

Mayor Miggins asked the Committee if they had any questions for Mr. Pisauro.

Ms. Thall Eglow asked if he could provide information of the infrastructure that Princeton was currently utilizing to have a better understanding on what other towns are doing to protect themselves from stormwater. Mr. Pisauro stated that he would be happy to pass along additional information to the Committee.

Mayor Miggins asked if the Town Engineer reviewed the amendments to the ordinance and had offered any comments.

Mr. McDonald stated that yes, the engineer has reviewed and the planner would review as well.

Mayor Miggins asked for consensus to have the Township Engineer and Planner review the proposed revisions to the ordinance. Consensus was given by the Township Committee.

Public Comment

Mayor Miggins made the following statement: "When invited to speak, please come to the microphone, clearly state your name and address, and speak loudly so that your comments may be understood by all and properly recorded. There was a properly noticed remote option for those who could not attend the meeting in person. If you called in and would like to comment, please press *6 now. If you are attending by computer or electronic device, please click the raise hand button. All members of the public wishing to speak would be put into the queue to address the Committee. Whenever an audience or Committee member reads from a prepared statement, please email a copy to the Township Clerk's Office at townclerk@millburntwp.org. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to one 3 minute session. You would be prompted when there was 30 seconds remaining. This was a business meeting and please do not address professionals or staff directly and please direct all comments to me. Each individual would be given one opportunity to make their public comment. Please be patient and we would address each member of the public that wishes to speak."

Mayor Miggins opened the public comment period.

Jeffery Feld, of resident, wished the Township Committee a Happy New Year. He spoke on the meeting structure in regard to public comment. He voiced concerns in regard to the SID budget. He asked for closed session minutes to be made public. He voiced his concerns in regard to the Fair Share Housing matter.

Nancy Stone, resident, asked the Committee to re-evaluate the SID budget and questions the extra funding going to the SID. She asked why the Police Department's budget was being cut when crime was on the rise.

Al Carlin, resident, questioned the services of an unlicensed provider on a property and voiced concerns regarding code violations.

Perri Urso, of 514 Millburn Avenue, voiced discontent with the SID and their budget. She questioned the SID's legal validity. She asked when the local cable channel would transmit the Committee meetings live.

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Amy Lawrence, resident, thanked Mr. Pisauro for the presentation and voiced her support for managing stormwater solutions due to current climate changes. She asked what additional changes were recommended.

Jean Pasternak, resident, voiced her support to allow public members to volunteer for the Finance Committee. She asked for more Fair Share settlement public sessions. She echoed fellow residents in regard to the SID and their budget. She asked for a Zoom meeting with the Chief of Police to discuss the increase in crime in town.

Regina Truitt, resident, thanked the Committee for allowing the public comment to be scheduled at an earlier time during the Committee meeting.

Stephanie Morgan, resident, asked for the Committee to obtain State and Federal funding for the infrastructure budget for flood control.

Olga Ultinina, resident, voiced her discontent with noise pollution. She voiced her opposition to loud music at Taylor Park.

Mayor Miggins closed public comments.

Mayor Miggins asked the Committee members if they had any comments.

Mr. Vinayak stated that a comment was made in reference to burglaries and budget cuts for the Police Department. He stated crime increases had been recorded and reported for residents to view.

Mayor Miggins shared her concerns with the increase in vehicle thefts around the township as well as neighboring towns and caution should be taken to protect vehicles by locking cars and removing key fobs from the interior of the vehicle. She stated a meeting with nearby Mayors was scheduled to further discuss the crime increases.

Mr. Wasserman stated his comments pertaining to the SID would be during the resolution.

Mr. McDonald answered Mayor Miggins question in regard to the matter that Mr. Carlion spoke on, Mr. Carlin made his complaint and the individual was fined in January 2022 and additional investigation would be made.

Mayor Miggins advised additional information would be provided later during the meeting in regard to the SID assessment. Access to the local channel was still under review. She stated that a policy would be reviewed for stormwater by the town engineer and planner. She advised in regards to meeting with anyone with a lawsuit against the township, an attorney would be required and cost would be incurred to the township unnecessarily. As for the rose garden at Taylor Park, the plans were currently being created and once they were ready, the proposal would be presented.

Ms. Thall Eglow stated that a stage was not being built at Taylor Park and the plans for the rose garden were still not complete. She stated that a business that was not caring for their location should be addressed. She stated that corrections should be made with fines to individuals that are not caring for their locations.

Ms. Prupis stated that additional public sessions should be scheduled for the Fair Share settlement for residents to voice their concerns.

Mayor Miggins agreed with Ms. Prupis.

Ms. Prupis stated that the upcoming session was a hearing for January 28th. She asked how residents can view the hearing. Mr. McDonald stated that the information was provided by the judge to individuals that had registered for the hearing.

Mr. Vinayak stated that the finance department reviewed the spending cost from the Police Department and other departments. Mr. McDonald noted that spending was reviewed and the need to cut the budget was in order. He stated reviewed the costs associated with the SID.

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Mayor Miggins asked for clarifications as to who could provide additional information pertaining to the SID cost if interested. Mr. McDonald stated that the SID Committee and Mr. Grillo would be able to provide additional information regarding the cost and budget of the SID.

Consent Agenda

Mayor Miggins asked if any of the Committee members had any questions or concerns regarding agenda items. Receiving none, Mayor Miggins asked for a motion to approve the items on the consent agenda 22-043- 22-051. Mr. Wasserman made a motion to approve the consent agenda which was seconded by Ms. Prupis.

Roll Call Vote: All Ayes

**RESOLUTION 22-043
APPROVE BILLS PAYABLE**

RESOLVED that the Township Treasurer be and hereby is authorized to accept for payment and pay bills or items as they appear on Schedule dated January 18, 2022, in the following accounts:

General Fund	\$ 1,585,297.20
Capital Fund	21,082.15
Parking Utility - Operating Fund	7,772.61
Dog Fund Trust	2,350.00
Donation Trust Fund	3,364.00
Escrow Trust Fund	472.50
Police Off Duty Trust Fund	31,206.00
Waste Recycling Trust Fund	1,649.70

**RESOLUTION 22-044
REFUND OF TAX OVERPAYMENTS**

NOW, THEREFORE BE IT RESOLVED that the Treasurer of the Township of Millburn be and he is hereby authorized and directed to the draw warrants to pay the payees listed below in the specified amounts;

<u>Make check payable to:</u>	<u>Type</u>	<u>Amount</u>
McKirdy, Riskin, Olson & DellaPelle P.C. Attorneys for Plaintiff and Reade Kem & Aki Nakao 201 Littleton Road Ste. 135 Morris Plains, NJ 07950 Block 3410 Lot 2 9 North Road	Tax Appeal 2019 taxes (\$1,132.91) 2020 taxes (\$ 167.56)	\$1,300.47

**RESOLUTION 22-045
RESOLUTION TO PROVIDE FOR THE APPOINTMENT OF INDIVIDUALS TO THE ADVISORY COMMITTEE
ON CULTURE, ENGAGEMENT, DIVERSITY AND ARTS (CEDA)**

WHEREAS, Millburn Township is a community composed of people with a wide variety of faiths, philosophies and backgrounds and can become stronger, more cohesive and more interesting by embracing its diversity; and

WHEREAS, the Township Committee created the Advisory Committee to the Advisory Committee on Culture, Engagement, Diversity and Arts (CEDA) in 2019 in order to assist local cultural organizations in highlighting programs that recognize and showcase the diversity in culture and art in Millburn Township;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee in the Township of Millburn, in the County of Essex and State of New Jersey on the 4th day of January, 2022 as follows:

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- 1.) There is hereby reconstituted an Advisory Committee to the Advisory Committee on Culture, Engagement, Diversity and Arts (CEDA) wherein the purpose is to:
 - a. share the rich background of our community and seeking to be a resource for diversity needs within the community
 - b. assist local organizations in highlighting programs that recognize the diversity in culture in Millburn Township
 - c. assist with requests for visual art placement in Millburn Township

- 2.) The board shall consist of seven (7) or more Millburn Township residents, appointed by the Mayor, with advice and consent of the Township Committee, to serve until December 31, 2022:

Richard Wasserman, Township Committee Member
Louie Shen, Millburn Board of Education Representative
Jackie Benjamin Lieberberg, Millburn Township Resident
Subadhra Sridharan, Millburn Township Resident
Deena Shoshkes, Millburn Township Resident
Ann Shoshkes, Millburn Township Resident
Lori Riseman, Millburn Township Resident
Stephanie Mallios, Millburn Township Resident
David Sorkin, Millburn Township Resident
Christine Lassiter, Millburn Township Resident
Dean Shulman, Millburn Township Resident
Vishal Garg, Millburn Township Resident
Jane Shan, Millburn Township Resident
Gideon Frydman, Millburn Township Resident
Hawley Abelow, Paper Mill Playhouse Representative

- 3.) The Board shall select a chairperson among its members. The Chairman shall submit an annual written report to the Mayor and Township Committee.

- 4.) The board shall also select a secretary among its members. The secretary shall schedule meetings, issue notices and keep minutes.

- 5.) Cultural, Diversity & Arts Advisory Committee shall meet quarterly through the end of the year, but may meet more frequently in its discretion as needed.

- 6.) The Resolution shall take effect immediately.

BE IT FURTHER RESOLVED that this resolution replaces Resolution 22-033 approved by the Millburn Township Committee on January 4, 2022.

RESOLUTION 22-046

DESIGNATION OF MILLBURN TOWNSHIP OFFICE OF EMERGENCY MANAGEMENT COORDINATOR AND DEPUTY COORDINATORS

BE IT RESOLVED by the Township Committee of the Township of Millburn, that Christopher Beady, Fire Captain, continues as the Office of Emergency Management Coordinator with his three-year term ending November 13, 2023 and the following Deputies of the Office of Emergency Management Coordinators be appointed: Alexander McDonald, Business Administrator; Robert Echavarria, Battalion Chief; Edward Blazinski, Police Captain; Jesse Moehlman, Assistant Administrator.

RESOLUTION 22-047

AUTHORIZING THE TOWNSHIP OF MILLBURN THROUGH THE TOWNSHIP OF MILLBURN POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE MILLBURN POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

NOW THEREFORE BE IT RESOLVED by the Township of Millburn Committee of the Township of Millburn that the Township of Millburn Police Department is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from January 1, 2022 to December 31, 2022; and

NOW THEREFORE BE IT FURTHER RESOLVED that Township of Millburn Police Department is hereby authorized to acquire items of non-controlled property designated "DEMIL A," which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Millburn Police Department, without restriction; and

NOW THEREFORE BE IT FURTHER RESOLVED that the Township of Millburn Police Department is hereby authorized to acquire the following "DEMIL B through Q" property, if it shall become available in the period of time for which this resolution authorizes and;

BE IT FURTHER RESOLVED that the Millburn Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Millburn Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire "DEMIL A" property and "DEMIL B through Q" property that may be made available through the 1033 Program during the period of time for which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2022 to December 31, 2022.

RESOLUTION 22-048
APPOINT TOWNSHIP REPRESENTATIVES TO
DISPATCH JOINT MEETING

BE IT RESOLVED by the Township Committee of the Township of Millburn, that the following members be appointed to the Dispatch Joint Meeting for 2022:

Sanjeev Vinayak, Township Committee Liaison
Alex McDonald, Township Administrator
Robert Echavarria, Fire Chief

BE IT FURTHER RESOLVED that this resolution replaces the approval made to the Dispatch Joint Meeting by the Millburn Township Committee on January 4, 2022.

**RESOLUTION 22-049
APPROVE 2022-2023 TAXI/LIVERY LICENSE**

WHEREAS, the following applicant(s) has submitted an application for a Taxicab/Livery License; providing all required documentation and the appropriate fees;

NOW, THEREFORE BE IT RESOLVED that a 2022 – 2023 Taxi/Livery License be issued to:

<u>NAME</u>	<u>STATUS</u>
Country Club Transportation Services	Livery Company

**RESOLUTION 22-050
APPROVE RAFFLE LICENSES**

WHEREAS, the following have submitted application to the Township Clerk to conduct a raffle, providing all required identification and the appropriate fees; and

WHEREAS, the Police Department is in receipt of a copy of the application per the regulation of the Legalized Games of Chance Control Commission;

NOW, THEREFORE, BE IT RESOLVED that the following be approved:

- Millburn PBA Local 34 Civic Association, Inc. – As Amended
- Summit Speech School (Off-Premise)
- Summit Speech School (On-Premise)
- St. Rose of Lima Academy HAS (Bingo)
- St. Rose of Lima Academy HAS (Tricky Tray)

**RESOLUTION 22-051
APPOINTMENT TO THE ZONING BOARD OF ADJUSTMENT**

BE IT RESOLVED by the Township Committee that Ashley Avigdor be appointed to the Alternate #2 position on the Zoning Board of Adjustment with term expiration of December 31, 2022 (*unexpired term*);

BE IT FURTHER RESOLVED that this appointment shall take place immediately.

RESOLUTIONS

Resolution 22-052

Mayor Miggins brought forth Resolution 22-052. Mayor Miggins asked if there were any comments or questions regarding Resolution 22-052.

Ms. Prupis asked Mr. McDonald to provide information pertaining to the infrastructure funds from the state. Mr. McDonald reviewed the matter.

Ms. Thall Eglow asked what the cost would be for Mr. McDonald to do the study of the bypass. Mr. McDonald advised the cost would be \$76,000.00 for the bypass study for the Township.

Ms. Thall Eglow asked if the state would assist with the cost. Mr. McDonald stated that the funds were expected but not guaranteed; however, if funds were provided it would allow Millburn to have additional studies done of the area.

Mayor Miggins asked for a motion to approve Resolution 22-052. Ms. Thall Eglow made a motion to approve Resolution 22-052 which was seconded by Mr. Wasserman.

Roll Call Vote: All Ayes

RESOLUTION 22-052
AUTHORIZE THE EXECUTION OF 2022 COST SHARING AGREEMENT

WHEREAS, through the Mayors' Council for Rahway River Watershed Flood Control ("Council"), eight municipalities consisting of Cranford Township, Kenilworth Borough, Maplewood Township, Rahway City, Springfield Township, Union Township, Garwood Borough and Millburn Township continue to engage in cooperative activities such as planning, engineering, legal and environmental assessments to address conditions of serious and repeated flood damage in the Rahway River Basin; and

WHEREAS, the said municipalities have previously entered into Cost Sharing Agreements to administer and fund the activities of the Council; and

WHEREAS, the Council and its associated municipalities desire to enter into a further Agreement to administer and fund the following additional activities:

- a) Development and approval of this Agreement.
- b) Negotiation and contract development for access agreements with the County of Essex and City of Orange for the performance of surveys, studies, tests, soundings including sonar, borings, appraisals and other such engineering and environmental analysis as shall be necessary to determine the suitability of a flood control project.
- c) Develop, consistent with applicable law, a mechanism for the receipt and disbursement of federal and/or state loan or grant funds.
- d) Assist in the preparation of grant/loan applications for federal and/or state governments including if necessary, the Local Finance Board.
- e) Explore, outline and make due consideration toward the formation of a Joint Flood Commission of participating municipalities to further the actions of the Rahway River Mayors Council.
- f) Hiring of professionals, such engineering firm Mott MacDonald, lobbyists Winning Strategies or any mutually agreed upon firm that can advance the goals and objectives of the Mayor's Council, inclusive of obtaining federal/state funding, study of consensus plan and/or project authorization.

WHEREAS, the Township Committee desires to continue to participate in and to share in the funding of the foregoing activities;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millburn in the County of Essex and the State of New Jersey on this 18th day of January, 2022 as follows:

1. The Mayor is authorized and directed to execute the 2022 Cost Sharing Agreement in the form reviewed by it, on behalf of the Township of Millburn, subject to such minor corrections or modifications, additions or deletions which do not alter the substantive provisions thereof and which may hereafter be approved by the Mayor after consultation with the Township Attorney.
2. The Business Administrator is authorized to implement the provisions of the 2022 Cost Sharing Agreement.
3. The Township Attorney is authorized to continue as Lead Agency Counsel with payment for services to be made from the Council's funds.

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4. The Township of Millburn is authorized to pay \$10,000.00 for its share of costs in the 2022 Cost Sharing Agreement.
5. The Chief Financial Officer has certified that funds are available for this purpose.
6. This Resolution shall take effect as provided by law.

Resolution 22-053

Mayor Miggins brought forth Resolution 22-053 to approve the 2022 budget of the Special Improvement District and asked Mr. Wasserman to provide a brief explanation of the resolution.

Mr. Wasserman reviewed the details of the resolution and stated the budget amount was to improve an area that had a lot of vacant stores. He stated that in the course of a year, through the SID, the rate had lowered the town's vacancy rate. He added that the improvements during the summer were magical with music, events through a dedicated SID committee of volunteers. He stated that the SID was an efficient organization and the concerns that have been expressed by residents have been heard; however, all the finances of the SID have been disclosed and the meetings were open to the public. He stated that during Hurricane Ida, Mr. Grillo assisted many merchants that lost everything. He thanked Mr. Grillo and the SID for their hard work.

Steven Grillo, SID Executive Director, provided a brief presentation on the 2022 SID budget for Explore Millburn and Short Hills. He advised that through the SID, the township was able to provide 50 live music events and various other activities as well as assistance to the business district after Hurricane Ida. He stated that they provided a total of \$420,000.00 dollars to help 75 businesses start restorations. He further advised that the SID had been involved through social media in various projects. He thanked the Township Committee and asked for consideration of Resolution 22-053 to be supported

Mayor Miggins asked if there were any comments or questions regarding Resolution 22-053.

Ms. Prupis asked Mr. Grillo to provide information pertaining to the advisory board currently being created under the SID. Mr. Grillo reviewed the bylaws and membership.

Mayor Miggins asked which district still needs volunteers. Mr. Grillo provided the 3 districts that had openings for volunteers.

Mr. Grillo debunked a comment of one million dollars being spent through the SID which was a bit confusing. He advised that he did not have any record showing such expenditure from the SID and stated that the requested 2022 budget was 250,000.00.

Mayor Miggins thanked Mr. Grillo. She asked for a motion to approve Resolution 22-053. Mr. Wasserman made a motion to approve Resolution 22-053 which was seconded by Ms. Prupis

Roll Call Vote: All Ayes

**RESOLUTION 22-053
RESOLUTION TO INTRODUCE AND APPROVE THE 2022 BUDGET
OF MILLBURN SHORT HILLS BUSINESS, INC. (SPECIAL IMPROVEMENT DISTRICT)**

BE IT RESOLVED that the Millburn Short Hills Business Organization Board of Trustees (*Explore Millburn Short Hills*) at their November 10, 2021 meeting recommended and approved a 2022 budget to be presented to the Millburn Township Committee in accordance with Ordinance 2561-20;

BE IT FURTHER RESOLVED by the Township Committee of the Township of Millburn, County of Essex that the 2022 Millburn Short Hills Business Organization Budget, as set forth below, is hereby

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introduced and approved by first reading and the public hearing and consideration of adoption is scheduled for the February 15, 2022 Township Committee meeting which begins at 7PM at Millburn Town Hall located at 375 Millburn Avenue, Millburn, New Jersey 07041.

Millburn Short Hills Business Organization Budget
2022 Budget

REVENUE	
Special Assessment	\$204,000.00
2021 General Operating Unexpended Funds	\$10,000.00
2021 Explore Refresh Unexpended Funds	\$6,000.00
Township Allocation for Exec. Dir. Salary	\$53,375.00
Total Revenue	\$273,375.00

EXPENSES	
Staffing	
Executive Director	\$106,750.00
Marketing & Administrative Support	\$38,000.00
<i>Subtotal</i>	<i>\$144,750.00</i>
Technology	
E-mail Service & Tech Support	\$4,000.00
Website Support	\$9,200.00
<i>Subtotal</i>	<i>\$13,200.00</i>
Professional Services	
Legal Services	\$14,925.00
Accountant/Auditor	\$6,500.00
Board Training	\$3,000
Insurance	\$1,000.00
<i>Subtotal</i>	<i>\$25,425.00</i>
General Operating	
Dues/Fees/Meals/Travel	\$1,500.00
Office Supplies/Mailings	\$1,000.00
Contingency/Reserve	\$20,000.00
<i>Subtotal</i>	<i>\$22,500.00</i>
Programs	
Advertising/Marketing	\$6,500.00
Economic Stimulus Program (TBD)	\$10,000.00
2021 Explore Refresh Unexpended Funds	\$6,000.00
Holiday/Seasonal Events/Live Music	\$20,000.00
Streetscape Projects/Signage/Banners	\$21,000.00
Strategic Studies/Projects	\$4,000.00
<i>Subtotal</i>	<i>\$68,150.00</i>
GRAND TOTAL	\$273,375.00

Old Business

Two Way Traffic Circulation Design for Millburn Avenue and Essex Street

Mayor Miggins asked Ms. Prupis to provide an update on the two-way traffic on Millburn Avenue and Essex Street. Ms. Prupis stated that the subcommittee met on January 14th and reviewed the proposal requested from Colliers in November. She asked Mr. McDonald to provide an update on the project.

Mr. McDonald stated that a proposal from Colliers was reviewed and the Township wanted to make sure Colliers' proposal had the project's goal and pedestrian safety as a priority.

Ms. Prupis asked what the timeline was for the project. Mr. McDonald stated that Colliers was also working on the timeline for the project and once the information was available, it would be provided to the Township Committee.

Ms. Prupis stated that once the information was ready, the subcommittee would meet and discuss the next steps and a conceptual design would be presented at a township meeting for the public to view and provide input.

Ms. Thall Eglow asked when would Brightview, the new traffic consulting firm, be involved on the two-way traffic project since Colliers was no longer the main consulting firm. She recommended the Committee visit the site before the project commenced and meet with other municipalities that have had similar projects within their towns.

Ms. Prupis stated that Brightview was the traffic firm for the township but Colliers had completed most of the information for the project and it was in the township's best interest to continue working with Colliers to complete the scope of the project before transitioning completely and start working with Brightview.

Mayor Miggins asked for a consensus to continue working with Colliers from the Township Committee. Mr. Vinayak stated that he agreed with Ms. Thall Eglow on visiting the area before continuing discussions on the project and allow Colliers continue working on the two-way traffic.

Consensus was provided from the Township Committee to Colliers to continue working on the Two-Way Lane proposal.

Ms. Prupis stated that the proposal would be presented to the Township Committee in February.

911 Dispatch Services

Mr. Vinayak stated that the quarterly meeting for 911 Dispatch Services was held on January 18th and stated that currently the position for Training Officer was being outsourced with an additional two open positions. He recommended a presentation from 911 Dispatch for the public and Township Committee to review the current services provided and to compare the various options available for the township.

Mayor Miggins asked for consensus from the Township Committee to approve a presentation and review of current 911 Dispatch Services.

Mr. Wasserman questioned the language included in the current contract.

Ms. Thall Eglow and Ms. Prupis did not think it was time for a presentation or review for this service.

Mayor Miggins agreed with Ms. Thall Eglow and Ms. Prupis and suggested if there was interest, it be revisited at the end of the year by the Committee.

New Business

Affordable Housing Ordinances

Mayor Miggins asked Mr. McDonald to provide a brief explanation of the proposed Affordable Housing Ordinances.

Mr. McDonald stated that the elements of the settlement agreements in regard to the Affordable Housing Agreements needed to proceed and be considered by the Township Committee. He reviewed the ordinances scheduled to come before the Committee in the coming months.

Ms. Prupis asked for clarification on the Municipal Housing Liaison and if every development required an individual liaison. Mr. McDonald stated that the service would be outsourced and usually the request was done via an RFP or RFQ. Each development had one individual firm; however, the Township would have one specific contact.

Mr. Wasserman asked the amount of the developer fee ordinance. Mr. McDonald stated that the fees vary on the project structure.

Ms. Prupis asked Mr. McDonald if Beth McManus, Affordable Housing Planner, would be assisting in creating the ordinances. Mr. McDonald stated that yes, she would be drafting the ordinances and assisting in the process.

Mayor Miggins asked for consensus to move forward with the ordinances previously stated by Mr. McDonald. The Township Committee and Mayor Miggins gave consensus to move forward.

Mr. Wasserman stated that Garden State Hemp would be reopening on January 19th between 1-2pm and asked residents to support and join them in the reopening.

Mayor Miggins briefly reviewed the request for proposals received for the proposed developers for affordable housing project and went over the timeline.

Adjournment

Mr. Wasserman made a motion to adjourn and the motion was seconded by Ms. Prupis to adjourn the meeting at 9:13 PM. Vote: All Ayes

Christine A. Gatti, RMC
Township Clerk

Approved: April 5, 2022