



**Consent Agenda**

- 2015-87** Authorizing Emergency Temporary Appropriations
- 2015-88** Authorizing Transfer of Funds in the 2014 Budget
- 2015-89** Reappointing Henry Underhill as Borough Administrator and Authorizing the Execution of the Associated Agreement
- 2015-90** Appointing a Class II Special Officer – Ryan S. Buck
- 2015-91** Authorizing Request for Proposals for a Grant Writer
- 2015-92** Authorizing Participation in the Classic Towns of Greater Philadelphia Initiative (CTGP) with the Delaware Valley Regional Planning Commission (DVRPC)
- 2015-93** Supporting the Use of a “No Passing Zone” on Route 33 in Hightstown Borough as Recommended by the New Jersey Department of Transportation
- 2015-94** Amending Resolution 2015-78
- 2015-95** Authorizing an Extension to the Renewed Shared Services Agreement with East Windsor Township for Emergency Medical Services
- 2015-96** Supporting Assembly Bill A-1109 Which Seeks to Implement Stricter Rules and Regulations for Organizations that House and Care for Individuals with Developmental Disabilities
- 2015-97** Authorizing the Participation in the Houston-Galveston Area Council (H-GAC Cooperative Purchasing Program) Pursuant to P.L. 2011, c. 139
- 2015-98** Authorizing Refunds for Tax and Water/Sewer Payments

**Public Comment II**

Any person wishing to address the Mayor and Council at this time will be allowed a maximum of three minutes for his or her comments.

**Mayor/Council/Administrative Reports****Executive Session:****Resolution 2015-99**

Contract Negotiations – Shared Services (Various – Police/Dispatch/Court)  
(No action will be taken following executive session)

**Adjournment**

**Meeting Minutes**  
**Hightstown Borough Council**  
**Workshop Meeting**  
**March 2, 2015**  
**7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:00 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Hansen</i>	✓	
<i>Councilmember Kurs</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Montferrat</i>	✓	
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Debra Sopronyi, Borough Clerk; Henry Underhill, Borough Administrator; George Lang, CFO; Frederick Raffetto, Borough Attorney

Councilmember Hansen moved the agenda for approval; Councilmember Montferrat seconded.

Roll Call Vote: Council members Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Agenda approved 6-0.

Councilmember Kurs moved February 2, 2015 open session minutes for approval; Council President Hansen seconded.

Roll Call Vote: Council members Bluth, Hansen, Kurs, Misiura and Montferrat voted yes; Councilmember Stults abstained.

Minutes approved 5-0, with one abstention.

Councilmember Bluth moved February 17, 2015 executive session minutes for approval; Councilmember Stults seconded.

Roll Call Vote: Council members Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Minutes approved 6-0.

Council President Hansen moved February 17, 2015 open session minutes for approval; Councilmember Misiura seconded.

Roll Call Vote: Council members Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Minutes approved 6-0.

Mayor Quattrone opened public comment period I and the following individuals spoke:

Phyllis Deal, 305 Stockton Street – Inquired as to the status of the Animal Welfare Committee ordinance. Mayor Quattrone responded that he, Mr. Underhill, and the Health Department are working on it.

Lynn Woods, 315 Park Avenue – commented that the Mayor should not be selective when requesting the public to be quiet during the meeting.

Eugene Sarafin, 628 South Main Street – noted that Public Works has done a good job plowing snow.

Robert Thibault, 504 S. Main Street – commented that he is glad to see the Borough Nurse here and that the hiring of a Grant writer is being discussed; he has an issue that it is not noted on the agenda as to whether action will be taken following the executive session. Mr. Raffetto responded that action will not be taken following executive session. Mr. Thibault continued that the previous Mayor over stepped his bounds in giving Mr. Underhill a raise; Council should set things right and do a resolution authorizing the raise.

Jerry Katz, 301 Lincoln 400 Stockton Street – inquired as to whether Rick Pratt’s resignation from the Historic Preservation Commission was voluntary or forced.

Doug Mair 536 N. Main Street – noted that he agrees with Mr. Thibault’s comments regarding the Borough Administrator’s raise and that it is in question because Council did not do a resolution; staff is paid for doing a good job and raises should be given for going above and beyond, where is the justification? He also commented that the public found out about the raise from the media, not Council.

There being no further comments, Mayor Quattrone closed the public comment period.

#### **Resolution 2015-81 Authorizing the Payment of Bills**

Councilmember Bluth requested that Item #W1122 be pulled from the bills list and voted on separately.

Councilmember Kurs moved Resolution 2015-81 without item #W1122, Councilmember Stults seconded.

Roll Call Vote: Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Councilmember Kurs moved item #W1122 for payment, Council President Hansen seconded.

Roll Call Vote: Council members Hansen, Kurs, Misiura, Montferrat and Stults voted yes; Councilmember Bluth abstained.

Resolution adopted 5-0, with one abstention.

Resolution 2015-81

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

#### **AUTHORIZING PAYMENT OF BILLS**

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$1,821,194.46 from the following accounts:

Current	\$1,547,738.53
W/S Operating	206,853.18
General Capital	34,655.00
Water/Sewer Capital	0.00
Grant	0.00
Trust	12,750.00
Housing Trust	0.00
Animal Control	0.00
Law Enforcement Trust	0.00
Housing Rehab Loans	11,000.00
Unemployment Trust	0.00
Escrow	<u>8,197.75</u>
Total	<u>\$1,821,194.46</u>

#### **Public Health Nurse**

Mayor Quattrone noted that the Nurse has been invited to the meeting to let the Borough Council know what she does for in her position.

Jamie Yates, Public Health Nurse for the Borough of Hightstown, advised that she performs the duties required pursuant to N.J.S.A. 52. She then outlined that her duties include, but are not restricted to, running the Children's Health Clinic; linking residents to available services; maternal and child health visits; developing partnerships with various community organizations; immunization audits; annual flu shot clinics; blood pressure screenings; communicable disease reporting and investigations; emergency preparedness and point of distribution plan (POD). She then explained that she also ran a free breast cancer screening for residents who would not have otherwise gotten the screening.

Ms. Yates presented a certificate to Clerk Sopronyi on behalf of RISE. The certificate was to acknowledge the employees who adopted a family during the holidays and donated gifts and meals to them.

Mayor Quattrone then inquired as to whom Ms. Yates answers to; Ms. Yates responded that she answers to the community, but Ms. Swanson, Health Officer is her immediate supervisor.

There was a brief question and answer period with the Borough Council and Mayor Quattrone thanked Ms. Yates for her services to the community and for attending the meeting.

#### **DVRPC Classic Towns Initiative**

Karen Cilurso, from the DVRPC Classic Towns Initiative, noted that the program is handled by the Community Revitalization Division of the DVRPC and the program began in 2008. She then presented the benefits of the program, including but not limited to: an on-line cooperative marketing program with profile pages on the website; distribution of fliers and etc.; provides logos and literature; participation in invitation only workshops; and priority rating with grants. She then distributed information to Council.

Rick Pratt, Chair of the Historic Preservation Commission, then came forward and noted that the Historic Preservation Commission is willing serve as the liaison to the program.

There was a brief question and answer period with Council in which the following items were addressed: the cost for the program is \$2,500.00 per year with the requirement of a two-year commitment; the program promotes smaller downtowns; and that a resolution authorizing the Borough's enrollment in the program is needed. Mr. Pratt noted that the taxpayers will not be paying the fee; it will be paid from other sources.

There was discussion regarding approving the resolution and funding sources. Council requested that the required resolution be placed on the next business meeting agenda. Mayor Quattrone thanked Karen Cilurso for attending the meeting.

### **Fire Truck**

Mr. Underhill advised that there was a meeting to discuss the ladder truck and information was sent to Council via his memo. He noted that refurbishing the current truck is not advisable and they would like to work with the Grant Writer. The committee is looking at various manufacturers for the truck.

Councilmember Kurs advised that the Fire Department was very thorough in their research; it is time to replace the truck.

There was discussion regarding mutual aid and shared costs. The CFO explained the funding process for the purchase of a new truck.

### **Budget 2015 Water/Sewer**

Mr. Underhill noted the summary for the water/sewer budget he sent to Council with his weekly update, and advised that budget meeting dates need to be set up.

George Lang, CFO, advised that the aid numbers from the state have come out and are the same as in the last couple years; he gave an explanation of state aid.

There was discussion regarding capital and infrastructure needs being part of the budget process. The Borough Clerk was directed to set up two budget meetings during the month of March, while avoiding other meetings at which Council members are scheduled to attend. She will e-mail the dates to Council to confirm their availability.

### **Traffic Ordinance Amendments**

Mr. Underhill advised that the ordinance to add Reed Street to the parking restriction ordinance to allow emergency vehicle access, and install stop signs on Morrison Avenue will be on the next agenda pursuant to previous discussion; Mr. Underhill noted that a notice will be sent out to the residents of Reed Street to let them know of the change, once the ordinance is introduced.

Ken Lewis, DPW Superintendent, has requested that parking be restricted on several other streets, during snow, to allow for proper plowing. There was discussion regarding this request, parking alternatives, scheduling of plowing to accommodate parking, and current parking restrictions on these streets. Council noted that they need clarification and requested that the DPW Superintendent attend the next workshop meeting to discuss his proposal.

It was decided that the traffic ordinance amendment for Reed Street and the Morrison Avenue stop signs will be on the next agenda for introduction; another ordinance addressing the no parking when snow covered request will be considered after Council speaks with Mr. Lewis.

### **RFP – Grant Writer**

Mr. Underhill advised that two samples for the RFP for a Grant Writer are provided in the packet. While one is more definitive (Woodland Park), the other provides for a not to exceed amount. He would prefer to send out an RFP similar to the one put out by Woodland Park; we can put out the RFP as soon as Council approves it.

There was discussion regarding an evaluation process for costs and services; establishing a budget for the services; and the scope of services required by the Borough.

The Borough Clerk was directed to place a resolution to approve the RFP on the next agenda.

### **Administrator Contract**

Mayor Quattrone noted that Mr. Underhill's contract was up in February, and he would like to renew the contract. He has met with Mr. Underhill, and Mr. Underhill has agreed to the same contract with his present salary which includes the raise given him in August.

Attorney Raffetto responded to Mr. Thibault's comment during the public comment period where he had suggested that the previous Mayor had overstepped his bounds regarding the raise that had been given to Mr. Underhill in August; and Mr. Mair's comment where he suggested that he had only found out about the raise from the media, implying that there had been no public discussion on the matter. Mr. Raffetto read aloud the portions of the August 4<sup>th</sup> and August 18<sup>th</sup>, 2014 meeting minutes which addressed the matter publicly and noted that the minutes refute the comments previously made. Mr. Raffetto then reviewed the history of Mr. Underhill's hiring and that his contract stated that he would have a review regarding his compensation after serving in the position for six months; the contract was attached to the resolution, and both public documents were included in the public packet for the meeting. It was known and understood at that time that there would be a performance review with the possibility of an increase in salary. Mr. Raffetto then reviewed the salary range at Mr. Underhill's time of hire, noting that the Mayor then performed the performance review as required. The former Mayor then approached the Borough Council in executive session, due to the matter being personnel, with the recommendation to increase Mr. Underhill's salary to \$80,000; and a majority of Council agreed to the salary increase. Given that this salary was outside of the present Administrator salary range, it was necessary for the Governing Body to amend its salary ordinance to increase the range. Therefore, an amending salary ordinance was prepared to increase the salary range of the Borough Administrator to \$80,000. Mr. Raffetto then read the following from the meeting minutes of August 4, 2014:

"Council President Bluth moved ordinance 2014-15 for introduction, Councilmember Kurs seconded.

Councilmember Thibault inquired as to what the previous range was in the ordinance that was adopted earlier this year; Borough Clerk Sopronyi noted that it was \$40,000 to \$75,000.

Mayor Kirson noted that Council re-evaluated Mr. Underhill's performance in executive session, as agreed when he was hired. It is Council's desire to increase his salary to \$80,000 annually.

Roll Call Vote: Council members Bluth, Hansen, Kurs and Quattrone voted yes. Councilmember Thibault voted no.

Ordinance introduced 4-1; public hearing to be held August 18, 2014."

Mr. Raffetto noted that there was public discussion regarding the increase, there was nothing hidden. The ordinance was advertised in accordance with law and scheduled for public hearing on August 18, 2014. On that date the public hearing was held as advertised, and Mr. Raffetto read the following from the meeting minutes of August 18, 2014:

"Mayor Kirson opened the public hearing on ordinance 2014-15 and the following individuals spoke:

Eugene Sarafin, 628 S. Main Street – commented that he agrees with the ordinance and thinks the Administrator is doing a good job.

Scott Caster, 12 Clover Lane – commented that he supports this ordinance and believes the title should have a salary of \$130,000 for full time.

There being no further comments, Mayor Kirson closed the public hearing.

Council President Bluth moved ordinance 2014-15 for adoption, Councilmember Quattrone seconded.

Roll Call Vote: Council members Bluth, Hansen, Kurs, Misiura and Quattrone voted yes. Councilmember Thibault voted no.

Ordinance adopted 5-1.”

Mr. Raffetto noted that all of these activities took place in public, and there was open public discussion of the proposed salary increase, and it was known and understood at that time that Mr. Underhill was receiving a salary increase. Mr. Raffetto read aloud N.J.S.A. 40A:9-36, which pertains specifically to the Administrator position; and N.J.S.A. 40A:9-135, which pertains to government employee salaries in general. He noted specifically that salaries are determined by ordinance, not by resolution; that the Borough Council did nothing wrong and their actions were entirely in accordance with state statutes and were in line with the Borough’s past practice when it comes to the salary of the Administrator.

There was Borough Council discussion regarding the agreement expiration and evaluation dates in the agreement. Council directed that a resolution renewing Mr. Underhill’s agreement be placed on the next agenda.

**Resolution 2015-82 Authorizing a Contract for the Installation of Two Cla-Valves in the Booster Pump Room at the Water Plant**

Council President Hansen moved Resolution 2015-82; Councilmember Bluth seconded.

There was discussion regarding the need for the valves.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution adopted 6-0.

Resolution 2015-82

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**AWARDING A CONTRACT FOR THE INSTALLATION OF TWO CLA-VALVES IN THE BOOSTER PUMP ROOM AT THE WATER PLANT**

**WHEREAS**, Three (3) quotes were received for the Installation of two (2) new owner supplied cla-valves in the Booster Pump Room at the Water Plant; and,

**WHEREAS**, the quotes have been reviewed by Larry Blake, Hightstown Water Treatment Plant, and it is his recommendation that the contract for the installation of the two (2) new owner supplied cla-valves in the Booster Pump Room at the Water Plant be awarded to the lowest quote submitted by Layne Water Resources of Beverly, New Jersey in the amount \$16,473.00; and,

**WHEREAS**, the Treasurer has certified the availability of funds for this expenditure.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for the installation of the two (2) new owner supplied cla-valves in the Booster Pump Room at the Water Plant be awarded to Layne Water Resources of Beverly, New Jersey in the amount of \$16,473.00.

Mayor Quattrone opened public comment period II and the following individuals spoke:

Robert Thibault, 504 S. Main Street – commented that he is not surprised by the Attorney’s comments, he is hired to protect the Borough; while referencing previous salary ordinances and resolutions, he noted that the Administrator’s contract was never amended for the new salary.

Eugene Sarafin, 628 South Main Street – commented that it is very complicated to move vehicles when there is snow; he complimented Councilmember Stults for observing the need for alternative parking. He recommended that it be investigated how other towns do this parking restriction and noted that this was an enjoyable meeting. He then thanked Mr. Raffetto for referring to him as a professional regarding the salary issue.

Borough Attorney Raffetto clarified that he did not refer to the individuals who made the public comments as professionals in the matter; he simply read their comments to note that the matter had indeed been discussed publicly and

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it was publicly known that the ordinance was to implement a raise for Mr. Underhill.

Lynn Woods, 315 Park Avenue – recommended that Council look at ordinance 7-8-1, it already prohibits parking in an emergency.

Doug Mair, 536 S. Main Street – commented that the problem is that when Council modifies a salary, it should be done in a public meeting. He then recited verbiage from the minutes of the August 4<sup>th</sup> and 18<sup>th</sup> 2014 meetings, noting that the matter was discussed in executive session at the July 21<sup>st</sup> meeting, but not at the August meetings.

Scott Caster, 12 Clover Lane – commented that it has been customary in Hightstown that ordinances set salary ranges and resolutions establish the actual salaries; this is confusing to the public.

There being no further comments, Mayor Quattrone closed the public comment period.

### **Mayor/Council/Administrative Comments and Committee Reports**

**Councilmember Bluth** – noted that she is attempting to get the missing Parks & Recreation minutes posted to the website.

**Councilmember Stults** – noted that the Planning Board minutes are also being posted to the website, others must be approved and then they will also be posted. There is a draft of design standards before the Planning Board; he invited the public to attend the meeting next week.

**Councilmember Montferrat** – noted that he is working with the State Historic Preservation office and attended the Bike and Walk summit to get tips and information from the state. He is happy that the DVRPC came in and gave their presentation; he will be happy to answer any questions regarding the Classic Towns Initiative; and Downtown Hightstown is beginning their annual flower basket fundraiser for the flowers that will hang downtown during the spring and summer.

**Councilmember Kurs** – advised that this past weekend four members of Council attended a budget seminar and it was very educational and informative; the insurance company has approved the replacement of an ambulance and the First Aid is working with vendors regarding bid specs and to determine the process that would be most financially beneficial; the Fire Department had a house fire which was caused by a dryer, and the Fire Company was prompt in their response.

He continued that the High School, in conjunction with Mercer County College, has announced a Junior Enrollment program where students can enroll for college courses and receive credits; congratulations to the HHS FirstTech Challenge Team Mercury (#3944) for winning the "Snow Day Showdown VIII" qualifier. Team Mercury was the captain of the winning alliance, with W-Prime Robotics from Westport, CT, and The Walkers from Washington, NJ, with 529 points, they broke the state high score for the game, breaking their own prior score 500. The team also received the THINK award for their outstanding documentation of their design process through their engineering notebook. They have now qualified for the state championship "Garden State Rumble" event on March 8th at NJIT. The Future Business Leader of America are #1 in New Jersey, heading to Chicago for the National Competition in Entrepreneurship; Congratulations and good luck to Mehdi Husani and Jay Vankagar. The HHS DECA Team has won the state championships and going to compete in the National competition in Orlando, Florida! Ananya Ramachandran moved on to the Nationals in Human Resource Management and Ryan Geraty and Raveena Kumar were also State finalists.

He then advised that an incident occurred in East Windsor Township, where an individual presented himself as a Hightstown Borough employee and entered into a home under the guise of doing some type of inspection; this individual is not a Borough employee and the Hightstown Police are working with the East Windsor Police to address the matter. The individual had displayed an obviously fake identification card, and he reminded everyone to be diligent when opening your door to strangers; if someone comes to your door and you are unsure of their identity, contact the police. In response to this incident, Lt. Gendron is preparing new identification cards for all Borough employees.

**Councilmember Misiura** – noted that there was a very nice article about the Hightstown High School/Mercer County College program in the Trenton Times, we have a great school system and sometimes it does not get the credit it deserves; the school is putting on "Susical the Musical" and the public is invited to come out and see the play; the Environmental Commission did not meet due to a lack of quorum, they are in need of members; the Housing Authority was given a tour of the apartments and the units are very nice and well managed. He then thanked everyone for their support in the past week due to the death of his father.

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**Council President Hansen** – noted that the part time secretary at the sewer plant left and collections are on track. The Borough Engineer, AWWTP Engineer, Administrator, Mayor and she met to evaluate filter issues at the plant and the affect septic intake is having. It has been determined that they will reduce intake of septic by 25% and stop taking grease. The UV manufacturer is being revised and the well #2 project has been approved for a grant; inspections at the plants are being conducted. The road bids are due March 11<sup>th</sup> and Council will be discussing them soon. A bond for capital projects is forthcoming in April. The Borough is testing ultrasonic meters to replace the 4” meters presently being used for water billing.

There was discussion regarding the new Sensus System used for meter reading and billing.

Council President Hansen then read aloud the executive session minutes of the July 21, 2014 meeting to refute statements that Council has no knowledge or discussion regarding Mr. Underhill’s salary, noting that while she was not present, all other Council members were; she then referenced the minutes of the August 4<sup>th</sup> and 18<sup>th</sup>, 2014 public meetings. She commented that she does not know how someone who served on Council during these discussions can say there was no discussion or vote on the matter; accusing Council of wrongdoing because you did not agree with the determination is unfair and damaging to Council.

**Borough Administrator Underhill** – noted that the Senior Tax Freeze forms have been mailed by the state and the tax office is available for assistance.

**Mayor Quattrone** – thanked Council for a good meeting. He noted that discussions have been ongoing with the insurance regarding Borough Hall and there will be some tough decisions coming up. The budget meetings are very important and the workshop meetings are going well.

#### **Resolution 2015-83 Authorizing a Meeting Which Excludes the Public**

Councilmember Stults moved Resolution 2015-83. Councilmember Montferrat seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution Adopted 6-0.

#### Resolution 2015-83

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

#### **AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on March 2, 2015 directly following the general meeting in the First Aid Building located at 168 Bank Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Shared Services (Various – Police/Dispatch/Court)

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: May 31, 2015 or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

Council adjourned into Executive Session at 9:05 p.m.

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Council reconvened into public at 10:00pm

Councilmember Stults moved to adjourn at 10:00pm, Council President Hansen seconded. All Ayes.

Respectfully Submitted,

Debra L. Sopronyi  
Borough Clerk

# Ordinance 2015-02

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7, ENTITLED  
“TRAFFIC,” TO THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF  
HIGHTSTOWN, NEW JERSEY.”**

**WHEREAS**, the Hightstown Borough Council has determined that amendments are needed to Chapter 7 to the Revised General Ordinances of the Borough of Hightstown.

**NOW, THEREFORE, BE IT ORDAINED**, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, as follows:

Section 1. That Section 7-13, Subsection 7-13-1 entitled “Parking Prohibited at All Times on Certain Streets”, is hereby amended to read (additions are shown with underline):

## **Section 7-13**

### **PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS**

#### **Subsections:**

**7-13-1            Parking Prohibited at All Times on Certain Streets.**

**Subsection 7-13-1        Parking Prohibited at All Times on Certain Streets.**

No person shall park a vehicle at any time upon any streets or parts thereof described.

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
Academy Street	North	Mercer Street to easternmost Post Office driveway
Academy Street	North	Railroad Avenue to westernmost Post Office driveway
Academy Street	South	Mercer Street to Railroad Avenue
Academy Street	East	From Park Avenue to Stockton Street
Academy Street	East	From Rogers Avenue to Railroad Avenue
Academy Street	East	From Stockton Street to Rogers Avenue
Academy Street	West	From Park Avenue to Grant Avenue
Bank Street	North	From North Main Street to Mechanic Street

Bank Street	North	From the westerly curbline of the driveway entrance of the water plant, a distance of 30 feet east and 30 feet west
Bank Street	South	From North Main Street to Academy Street
Center Street	West	From Stockton Street to Morrison Avenue
Church Street	East	From Rogers Avenue to Stockton Street
Clinton Street	North	From Cole Avenue to Maxwell Avenue
	South	From the westerly curbline of Cole Avenue for a distance of 70 feet east
Cole Avenue	Both	From Franklin Street to Clinton Street
Dutch Neck Road	North	From the southerly curbline of Stockton Street 665 feet southwesterly
Dutch Neck Road	Southeast	From Gilman Place to Stockton Street
Etra Road	Both	From South Main Street to the Borough line
First Avenue	North	From Outcalt Street to Joseph Street
Forman Street	West	From the southerly curbline of Stockton Street for 205 feet south
Grape Run Road	North	From Westerlea Avenue to Pershing Avenue
Grape Run Road	South	From the easterly curbline of Westerlea Avenue to a point 120 feet east
Grape Run Road	Both	From Westerlea Avenue to Mercer Street
Hagemount Avenue	West	From Lincoln Avenue to Rocky Brook Court
Harron Avenue	East	From Stockton Street to Morrison Avenue
Hutchinson Street	East	From Grant Avenue to Park Avenue
Joseph Street	East	From Stockton Street to Second Avenue
Leshin Lane	North	From a point 50' west of the western side of the driveway of 16 Leshin Lane to Westerlea Avenue
Leshin Lane	South	From a point 50' west of the western side of the driveway of 17 Leshin Lane to Westerlea Avenue
Monmouth Street	North	From North Main Street to a point opposite the east curbline of Broad Street
Monmouth Street	South	From the east curbline of Manlove Avenue 652.67 feet east
Monmouth Street	South	From Pennsylvania Railroad to Broad Street

North Main Street	East	From the northerly curbline of Franklin Street to a point 80 feet north
North Main Street	West	From a point 239.5 feet north of the north curbline of Stockton Street to a point 242 feet north
Oak Lane	East	From Stockton Street to the north curbline of Lincoln Avenue; thence from Lincoln Avenue for 397 feet north
Oak Lane	West	From the northerly curbline of Stockton Street to a point 450 feet north
Outcalt Avenue	East	For a distance of 50 feet north or south of the First Avenue and Second Avenue intersections
Outcalt Street	West	From Rogers Avenue to Morrison Avenue
Park Avenue	South	From the westerly curbline of Academy Street to a point 50 feet west
Pershing Avenue	West	From Grape Run Road to South Street
Purdy Street	East	From Bank Street to Reed Street
Railroad Avenue	East	From Stockton Street to Academy Street
Railroad Avenue	West	From Stockton Street to Rogers Avenue
<b>Reed Street</b>	<b>North</b>	<b>From Mechanic Street to Rev. Powell Drive</b>
Rogers Avenue	North	From Stockton Street to Mercer Street
Second Avenue	North	From Outcalt Street to Joseph Street
Second Avenue	North	From Summit Street to Joseph Street
South Main Street	West	From Ward Street to Mercer Street
South Street	North	From Mercer Street to South Main Street
Stockton Street	North	From Mercer Street to South Main Street for 199 feet west
Stockton Street	South	From Main Street to the west curbline of Dutch Neck Road; thence on Dutch Neck Road for 624 feet
Ward Street	North	From Mercer Street to South Main Street
Ward Street	North	From the easterly curbline of South Main Street to a point 793.25 feet east
Ward Street	South	From the southeasterly curbline of Mercer Street to a point 57 feet east
Ward Street	South	From the easterly curbline of South Main Street to a point 2,241 feet

east

Westerlea West Leshin Lane to Grape Run Road

(1971 Code § 11-3.3; New; Ord. No. 1997-5 § 1; Ord. No. 2001-18; Ord. No. 2003-16; Ord. No. 2007-11; Ord. 2007-17; Ord. No. 2008-13)

Section 2. That Section 7-20, Subsection 7-20-1 entitled “Parking Prohibited at All Times on Certain Streets”, is hereby amended to read (additions are shown with underline):

## Section 7-20 STOP INTERSECTIONS

### Subsections:

#### 7-20-1 Stop Intersections.

#### Subsection 7-20-1 Stop Intersections.

Pursuant to the provisions of N.J.S.A. 39:4-140, the intersections described are hereby designated as Stop Intersections. Stop signs shall be installed as provided therein.

Intersection(s)	STOP Sign(s) on:
Academy Street and Morrison Avenue-- Railroad Avenue	Morrison Avenue--Railroad Avenue
Dutch Neck Road and Gilman Place	Gilman Place
Grape Run Road and Westerlea Avenue	Westerlea Avenue
Greeley Street and Glen Brook Place	Glen Brook Place
Hagemount Avenue and Rocky Brook Court	Rocky Brook Court
Harron Avenue and Dutch Neck Road	Dutch Neck Road
Lincoln Avenue and Hagemount Avenue	Hagemount Avenue
Maxwell Avenue and Clinton Street	Clinton Street

Meadow Drive and Clover Lane	Clover Lane
Meadow Drive and Clover Lane	Clover Lane
<u>Morrison Avenue and Harron</u>	<u>Morrison Avenue</u>
<u>Morrison Avenue and Center Street</u>	<u>Morrison Avenue</u>
Oak Lane and Lincoln Avenue	Lincoln Avenue
Orchard Avenue and Meadow Drive	Meadow Drive
Orchard Avenue and Schuyler Avenue	Schuyler Avenue
Prospect Drive and Bennett Place	Bennett Place
Reed Street and Purdy Street	Purdy Street
Springcrest Avenue and Glen Drive	Glen Drive
Sunset Avenue and Maple Avenue	Maple Avenue
Westerlea Avenue and Springcrest Avenue	Springcrest Avenue
Wilson Avenue and Mechanic Street	Mechanic Street

(1971 Code § 11-11; Ord. No. 839; New)

Section 3. Severability. If any sentence, paragraph or section of this Ordinance, or the application thereof to any persons or circumstances shall be adjudged by a court of competent jurisdiction to be invalid, or if by legislative action any sentence, paragraph or section of this Ordinance shall lose its force and effect, such judgment or action shall not affect, impair or void the remainder of this Ordinance.

Section 4. Effective Date. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 4. Repealer. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Introduced:

Adopted:

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Debra L. Sopronyi  
Municipal Clerk

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Lawrence D. Quattrone  
Mayor

# Ordinance 2015-03

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## AN ORDINANCE TO ESTABLISH POLICE SALARIES FOR THE YEARS 2015, 2016, 2017, AND 2018.

**BE IT ORDAINED** by the Mayor and Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, as follows:

**SECTION 1.**

A. Base “A” salaries shall be as follows:

classification	2015	2016	2017	2018
academy	42,000.00	42,000.00		
Probationary	45,000.00	45,000.00	45,000.00	45,000.00
patrolman	51,000.00	51,000.00	51,000.00	51,000.00
2 years	57,000.00	57,000.00	57,000.00	57,000.00
3 years	63,000.00	63,000.00	63,000.00	63,000.00
4 years	69,500.00	69,500.00	69,500.00	69,500.00
5 years	76,000.00	76,000.00	76,000.00	76,000.00
6 years	82,000.00	82,000.00	82,000.00	82,000.00
7 years	88,000.00	88,000.00	88,000.00	88,000.00
8 years	91,469.00	91,469.00	91,469.00	91,469.00
9 years	93,298.00	95,164.00	95,164.00	95,164.00
10 years			97,067.00	99,009.00
Sergeants	100,606.00	101,612.00	103,644.00	105,717.00
Lieutenants	117,000.00	117,000.00	119,150.00	120,342.00

B. Base salaries for employees hired from January 1, 2015 through December 31, 2018 shall be as follows:

1. Classification – Probationary - \$45,000.00
2. Patrolman, once they are hired and the probationary period is complete, shall be entitled to the contractual wage increases as required by the 2015-2018 collective bargaining agreement between FOP and the Borough of Hightstown.

**SECTION 2.** Formula for Salary Computation.

A. Police officers’ salaries shall be computed in accordance with the following formula:

Base “A” + longevity = Base “B”  
 Base “B” divided by 2080 = Hourly rate for holiday pay  
 Holiday hourly rate x 104 holiday hours = Holiday adjustment value

Base "B" + Holiday adjustment value + College + Stipends = Base "C"  
 Base "C" divided by 2080 = Current year's hourly pay rate

- B. Base "A" is set forth above  
 Base "B" is **only** used to calculate Holiday Pay  
 Base "C" is the current year's salary

**SECTION 3.** Longevity pay.

Effective January 1, 2015, each employee covered by this agreement shall, in addition to his regular wages and benefits, be paid longevity increments based upon years of service with the police department in accordance with the following schedule:

After 10 years of service	\$1,800.00
After 15 years of service	\$2,600.00
After 20 years of service	\$3,500.00
After 24 years of service	\$4,400.00

Any employee hired after 1/1/2015 shall not be eligible for longevity pay.

**SECTION 4.** Other pay.

- A. The following stipends shall be paid:

1. Officers assigned to head the traffic bureau	\$750 per year
2. Detectives on call 24/7	\$2000 per year
3. Highest college of university degree obtained:	
a. Associates Degree in field of police science, public administration or criminal justice	\$150
b. Bachelor's Degree in field of police science, public administration or criminal justice	\$250
c. Master's Degree in field of police science, public administration or criminal justice	\$350
d. Doctorate in field of police science, public administration or criminal justice	\$450
4. Officer In Charge Pay (when designated by appropriate authority)	\$2.50/hour

**SECTION 5.** This Ordinance shall take effect after final passage and publication as provided by law, but the ranges of compensation herein provided shall be retroactive to January 1, 2015.

**SECTION 6.** The salary ranges established in this ordinance supersede any established for the same positions in previous salary ordinances, and will remain in effect until changed by the adoption of a new or amending Salary Ordinance.

Introduced:

Adopted:

**ATTEST:**

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Debra L. Sopronyi  
Borough Clerk

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Lawrence D. Quattrone  
Mayor

# Ordinance 2015-04

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**AN ORDINANCE AMENDING THE BOROUGH'S REDEVELOPMENT PLAN RELATING TO SUB-AREA I (BANK STREET) WITHIN THE BOROUGH OF HIGHTSTOWN.**

**WHEREAS**, on September 7, 2004, the Hightstown Borough Council adopted Ordinance No. 2004-20, which approved and adopted a Redevelopment Plan (also referenced as the "Plan") for the Borough of Hightstown, pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, *et seq.*; and

**WHEREAS**, the Plan divided the Redevelopment Area of the Borough into three (3) distinct Sub-Areas; and

**WHEREAS**, the Sub-Areas include the following: Sub-Area I (Bank Street); Sub-Area II (South Academy Street); and Sub-Area III (Route 33); and

**WHEREAS**, though the Plan identified these three (3) Sub-Areas as Redevelopment Areas within the Borough, the Plan only created land use and design criteria relating to Sub-Area I (Bank Street), with the understanding that the Borough Council would adopt additional measures in the future to establish such criteria relative to Sub-Areas II and III; and

**WHEREAS**, on October 2, 2006, the Borough Council adopted Ordinance No. 2006-19, which amended the Plan in certain respects relating to Sub-Area I (Bank Street); and

**WHEREAS**, on October 6, 2008, the Borough Council adopted Ordinance No. 2008-16, which further amended the Plan in certain respects relating to Sub-Area I (Bank Street); and

**WHEREAS**, subsequent to the adoption of the aforesaid Ordinances, the Borough has continued to diligently review the criteria relating to Sub-Area I (Bank Street), in an effort to ensure that the proposed redevelopment of this area is most beneficial to the Borough as well as feasible for proposed redevelopers; and

**WHEREAS**, the Borough has determined that it is necessary and appropriate to further amend the Plan in certain limited respects; and

**WHEREAS**, the proposed revisions have been reviewed and approved by the Borough's Planning Board; and

**WHEREAS**, a copy of the proposed revised Plan, dated January 12, 2015, is attached hereto and made a part hereof.

**NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED**, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, as follows:

1. That the Borough Council hereby approves and adopts the attached amended Redevelopment Plan, dated January 12, 2015, as the official Redevelopment Plan of the Borough.
2. That the attached Redevelopment Plan shall supersede any and all prior Redevelopment Plans within the Borough of Hightstown relating to Sub-Area I (Bank Street), Sub-Area II (Academy Street) and Sub-Area III (Route 33), as well as the land use development regulations governing the properties located in Sub-Area I (Bank Street). The Borough Council shall take further action in the future in order to create new land use development regulations governing the properties located in Sub-Areas II and III. Until such time, the existing land use development regulations that govern the properties located within Sub-Areas II and III shall control development of those Sub-Areas. To the extent that any inconsistencies exist between the Official Zoning Map and the attached Redevelopment Plan, then the Official Zoning Map shall be amended accordingly.
3. That the provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.
4. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.
5. That this Ordinance shall take effect following final passage and publication in accordance with the law.

Introduced:

Adopted:

**ATTEST:**

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Debra L. Sopronyi  
Municipal Clerk

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Lawrence D. Quattrone  
Mayor

## I. INTRODUCTION

The purpose of the Main Street Redevelopment Plan (the “Redevelopment Plan”) is to provide a framework for the improvement and continued revitalization of the area as designated by the Borough of Hightstown’s Planning Board, Mayor, and Council. The recommendations contained within this document will provide a structure for both physical improvements to the lands and structures within the Main Street Redevelopment Area as well as policies to guide said improvements. The Main Street Redevelopment Area is sometimes referred to herein as the “Redevelopment Area”.

The statutory requirements as per N.J.S.A 40A:12A-7 state that “The redevelopment plan shall include an outline for the planning, development, redevelopment, or rehabilitation of the project area sufficient to indicate:

1. Its relationship to definite local objectives as to appropriate land uses, density of population, and improved traffic and public transportation, public utilities, recreational and community facilities and other public improvements.
2. Proposed land uses and building requirements in the project area.
3. Adequate provision for the temporary and permanent relocation, as necessary, of residents in the project area, including an estimate of the extent to which decent, safe and sanitary dwelling units affordable to displaced residents will be available to them in the local housing market.
4. An identification of any property within the redevelopment area which is proposed to be acquired in accordance with the redevelopment plan.
5. Any significant relationship of the redevelopment plan to (a) the master plans of contiguous municipalities, (b) the master plan of the county in which the municipality is located, and (c) the State Development and Redevelopment Plan adopted pursuant to the “State Planning Act” P.L. 1985, c. 398 (C.52:18A-196 et al).

As described in the Determination of Need Report, dated October 14, 2003, as approved by the Borough of Hightstown Planning Board, and Mayor and Council, within the nearly built-out Borough, the Main Street Redevelopment Area is defined as the southern side of Bank Street from North Main Street to North Academy Street; the western side of South Academy Street from Rogers Avenue to Railroad Avenue; all parcels fronting on the eastern side of Mercer Street from West Ward Avenue to South Main Street and including the right-of-way; the block bound by Main Street, Stockton Street, Railroad Avenue and Rogers Avenue and the right-of-way of Railroad Avenue; and, the area on the eastern side of Main Street from the Borough parking lot to and including the walking bridge over the Peddie Lake dam. The Redevelopment Area is delineated on the attached Main Street Redevelopment Area Map and includes 81 individual parcels with 32 different owners.

The parcels contained within the Main Street Redevelopment Area include Block 54, Lots 6 - 10, 13, 14.01, 16.01 & 23; Block 40, Lots 14 - 28; Block 33, Lots 1 - 30 & 32 - 36; Block 30, Lots 1

- 13; Block 28, Lots 56 & 57; and, Block 21, Lots 1 - 14 & 26. The landowners are identified in Appendix 2, Property Owners List, attached.

To address the diverse existing uses, and the large number of parcels and land owners within the Main Street Redevelopment Area, the Redevelopment Plan proposes to divide the Redevelopment Area into three (3) Sub-Areas. This will allow for a more manageable implementation phase, and permit the Borough to coordinate and manage each of the three (3) use-specific projects, residential, mixed-use, and downtown-commercial, individually. Each Sub-Area may be approved and developed independently.

The three (3) Sub-Areas, including a geographical description, are as follows:

**Sub-Area I (Bank Street):** Proposed mixed-use redevelopment project that includes the southern side of Bank Street from North Main Street to North Academy Street, the eastern side of North Academy Street, and the western side of North Main Street from the Firehouse to Bank Street. The Sub-Area includes Block 30, Lots 1 - 13; and, Block 21, Lots 1 - 14 & 26.

**Sub-Area II (South Academy Street):** Proposed residential infill redevelopment project that includes portions of the western side of South Academy Street from Rogers Avenue to Railroad Avenue. The Sub-Area includes Block 40, Lots 14 - 28.

**Sub-Area III (Rt. 33):** Proposed downtown commercial parking and streetscaping redevelopment project that includes all parcels fronting on the eastern side of Mercer Street from West Ward Avenue to South Main Street and including the right-of-way; the block bounded by Main Street, Stockton Street, Railroad Avenue and Rogers Avenue and the right-of-way of Railroad Avenue; and, the area on the eastern side of Main Street from the Borough parking lot to and including the walking bridge over the Peddie Lake dam. The Sub-Area includes Block 54, Lots 6 - 10, 13, 14.01, 16.01 & 23; Block 33, Lots 1 - 30 & 32 - 36; and, Block 28, Lots 56 & 57.

## **IIa. GOALS AND OBJECTIVES**

The overarching goals for the Main Street Redevelopment Area are to:

- Eliminate blighted conditions which are negatively impacting the quality of life for residents;
- Develop new opportunities to increase ratables;
- Create new opportunities for community recreation and cultural activities;

- Enhance the view from Route 33/County Road 539 into the newly revitalized central business district of the Borough of Hightstown; and,
- Build upon the core node of mixed-use development to better utilize the frontage and access to the Route 33 transportation corridor.

Specific objectives for the Main Street Redevelopment Sub-Areas include:

Sub-Area I (Bank Street):

- Eliminate blighted, underutilized and vacant buildings and through adaptive re-use and/or new construction create a new mixed-use development within the town center;
- Create an opportunity for new commercial, governmental, greenway, and residential facilities; and,
- Provide a new greenway along Rocky Brook to link existing facilities within the Borough.

Sub-Area II (South Academy Street):

- Create new opportunities for home ownership in the Borough; and,
- Eliminate blighted and vacant units to stabilize the neighborhood.

Sub-Area III (Rt. 33):

- Facilitate the economic revitalization of the downtown district;
- Create new off-street parking opportunities; and,
- Provide new streetscaping to improve economic conditions within the area.

The Redevelopment Plan will facilitate the Borough's efforts to achieve these goals and objectives, and will improve the quality of life for residents and the economic development climate for the entire Borough.

## **IIb. PHYSICAL DESCRIPTION OF THE MAIN STREET REDEVELOPMENT AREA**

The Main Street Redevelopment Area contains approximately 12 acres of land area. These 12 acres include a small portion of wetlands, the Rocky Brook (waters of the State), and a significant "Brownfield" site, which site may be constrained due to state and federal regulations, and is currently undergoing remediation by the responsible party. It is not anticipated that these two (2) factors will significantly impact implementation of the Main Street Redevelopment Plan.

The Redevelopment Area is delineated on the attached Main Street Redevelopment Area Map and includes 81 individual parcels with 32 different owners. Also see the Main Street Redevelopment Area Map, for a geographic plotting of these blocks and lots.

The Main Street Redevelopment Area contains a mix of uses, as listed below.

**Sub-Area I (Bank Street):** Municipal facilities (municipal building, firehouse, and Historic Society building) and partially-vacant industrial and warehouse buildings.

**Sub-Area II (South Academy Street Area):** Vacant residential structures and undeveloped lots.

**Sub-Area III (Rt. 33):** Commercial/retail structures and vacant lots.

With the exception of the parcels on Bank Street and South Academy Streets, the parcels front on Main Street (N.J.S.H. 33). All lots are within the Borough's state-designated Town Center area. See also Appendix 1, Existing Zoning and Base Map, attached hereto.

### **IIIa. RELATIONSHIP OF THE MAIN STREET REDEVELOPMENT PLAN TO DEFINITE LOCAL OBJECTIVES:**

The Main Street Redevelopment Plan is consistent with the Borough's 1998 Master Plan. For example, a goal of the Master Plan is to "Revitalize the central downtown business district and improve the economic viability of the Borough." An additional goal of the Circulation Element of the Plan is that "... pedestrian movement must be a priority. Linkages must be reestablished between the various areas of town." In addition, the trend toward decline of the downtown business district was recognized as an issue within the Master Plan. This Redevelopment Plan is a critical step in reversing that trend.

### **IIIb. PROPOSED LAND USES AND BUILDING REQUIREMENTS:**

#### **1. EXISTING ZONING**

The Main Street Redevelopment Area includes portions of four (4) zoning districts. They are: the PED (Planned Economic Development), R-4 (Residential Single-Family), CC-1 (Central Commercial 1), and the CC-2 (Central Commercial 2) districts. The PED district contains the partially-vacant former Phillips Lighting industrial and warehouse buildings. The R-4 district also includes the South Academy Sub-Area, which contains vacant residential structures and lots. Properties within both the CC-1 and CC-2 districts (Sub-Area II - Rt. 33) are generally-conforming and fully-utilized; however, the rear portion of these lots are used for parking and have a confusing array of ownership and odd configurations. As a result, access is constrained and impedes future economic development within the downtown portion of the Borough.

See Appendix 1, Existing Zoning and Base Map for details.

#### **2. PROPOSED ZONING**

**Sub-Area I (Bank Street):** Additional redevelopment design and land use standards have been promulgated to address a number of development issues, including density, parking and other design issues.

The Bank Street Sub-Area Redevelopment District (pages 17-28), includes appropriate design standards for building height, façades, sidewalk, parking access and layout and other related improvements. This will facilitate a redevelopment project in which the buildings do not overwhelm the adjacent neighborhoods, and are constructed to standards which are in harmony with the existing environs. The new standards supersede the existing PED zoning regulation that would otherwise apply to Sub-Area I, except where specified otherwise herein, and will provide a framework to ensure any new development will be pedestrian-friendly and provide an attractive viewscape for motorists traveling in the area.

**Sub-Area II (South Academy Street):** The Sub-Area II district includes the northern side of South Academy Street from Railroad Avenue to Rogers Avenue. This portion of the Redevelopment Area will receive additional policies, proposed zoning, design and development standards in an anticipated amendment to this Redevelopment Plan.

**Sub-Area III (Rt. 33):** The third portion of the Redevelopment Plan may not require any revisions to the existing zoning, since only parking, streetscape, and other aesthetic enhancements are proposed for the tracts within this Sub-Area. If required, Sub-Area III may receive additional policies, proposed zoning, design and development standards in a subsequent amendment to this Redevelopment Plan.

### 3. PROPOSED IMPROVEMENTS AND DESIGN STANDARDS

There are a number of requirements for each Sub-Area of the Main Street Redevelopment Area. The requirements are outlined in the following classifications. Each of the Sub-Areas may be treated as independent phases of the overall Redevelopment Plan, and may be undertaken by different Redevelopers and at different times, independent of each other.

**Sub-Area I (Bank Street):** See attached Bank Street Sub-Area Development Standards (pages 17-28), which provides guidelines and requirements associated with the physical development of the site by the selected Redeveloper.

In addition to compliance with the Development Standards referenced above, the selected Redeveloper of the Bank Street Sub-Area shall be required to comply with the following:

- a. **Municipal Facility:** The existing municipal facilities, located at Block 30, Lots 10, 11, and 12 on the Borough's Tax Map have been vacant since 2011 when extensive flooding damaged the building during Hurricane Irene. The municipal functions have been re-located to a nearby Borough owned facility and the police station is operating out of leased office space at the southern end of the Borough. The selected redeveloper shall take into consideration these properties and either, a) acquire and incorporate them into their over-all redevelopment project, b) redevelop the properties in partnership with the Borough for municipal or other uses or c) coordinate with the Borough the redevelopment of those properties which will be undertaken separately by the Borough. In either of the three

scenarios, these properties shall be included in the redevelopers site planning. The terms of all of the above shall be detailed in Redeveloper Agreement.

- b. **Recreational Facilities:** The selected Redeveloper shall be required to make a contribution for recreational facilities in an amount to be negotiated by the Borough and the selected Redeveloper and detailed in the Redeveloper Agreement. Said contribution shall be deposited in a Recreation Trust Fund established for the Borough of Hightstown, the purpose of which is to provide for the purchase, lease, acquisition, maintenance and/or improvement of recreational facilities serving the Borough, with specific emphasis on the additional needs arising as a result of the residential and non-residential construction contemplated under this Redevelopment Plan. Said contribution shall be paid in accordance with requirements to be set forth in the Redeveloper Agreement.
- c. **Affordable Housing:** At the current time it is anticipated that no affordable housing units will be required.
- d. **Restaurant:** The inclusion of a full-service, sit-down restaurant is highly encouraged as part of the redevelopment project.
- e. **Artist Live/Work Studio Lofts:** The inclusion of artist live/work studio lofts in all or a portion of the existing mill structures is highly encouraged as part of the redevelopment project.
- f. **Bridge construction/rehabilitation:** The original bridge structure traversing Rocky Brook connecting the existing industrial buildings at the site shall be exposed, rehabilitated, and made ADA compliant, if required by law, and an additional pedestrian bridge shall be constructed across Rocky Brook to facilitate pedestrian access to and from all areas of the redevelopment area. The construction of said pedestrian bridge is conditioned upon the receipt of all necessary permits and approvals from State agencies having jurisdiction over such a stream crossing.
- g. **Payment in Lieu of Taxes (PILOT):** The selected Redeveloper may apply to the Borough for a PILOT associated with the redevelopment project, in accordance with applicable law. Specific requirements associated with any such PILOT shall be set forth in the Redeveloper Agreement, and further action of the Governing Body will be required to effectuate any such PILOT.
- h. **Development Standards:** As indicated above, the attached Bank Street Sub-Area Development Standards provide the overall guidelines and requirements associated with the physical development of the site by the selected Redeveloper.

**Sub-Area II (South Academy Street):**

**Land Use:** This portion of South Academy Street currently contains residential uses and is adjacent to the Hightstown Housing Authority property. Improved streetscape, improvements to nearby neighborhood recreational facilities, and other aesthetic enhancements are planned improvements for this Sub-Area. Subsequent amendments to the Redevelopment Plan may identify structures and lots within the designated area to be acquired and demolished and the lots could then be combined to facilitate the redevelopment of the area. As stated below in the relocation section, no residential relocations are part of this Redevelopment Plan. Alone, or in partnership with the selected Redeveloper, the Borough may also pursue various state and federal grant opportunities to help implement various elements of the Redevelopment Plan for Sub-Area II.

### **Sub-Area III (Rt. 33):**

**Land Use:** While there are no specific design standards proposed for these downtown areas at this time, the streetscape enhancements envisioned for these loci are similar to those currently in the central downtown district. These include brick paver accents, period lighting, street furniture, stamped, painted crosswalks, etc. In addition, the walking bridge over the Peddie Lake dam may be replaced. A parking area plan for Block 33 has been prepared by Carmella Santanielo, of Van Cleef Engineering, entitled, "Stockton Street Parking Lot, Phase 2 Downtown Revitalization," dated 2/27/04, and is currently under construction.

### **IIIc. RELOCATION PLAN**

As per N.J.S.A. 40A:12A-7a.(3) the Redevelopment Plan is required to provide for any residential and business relocations. No residential relocations are planned by the Borough. Except as may be otherwise provided in the Redeveloper Agreement for a specific Sub-Area, any and all costs associated with any business relocations resulting from agreements between the selected Redeveloper and property owners will be the responsibility of the selected Redeveloper.

### **IIIId. ACQUISITION OF PROPERTIES**

Unless otherwise determined by the Redevelopment Agency, only the following properties, all within Sub-Area I (Bank Street), are proposed for acquisition as part of the Main Street Redevelopment Area:

- Block 30, Lots 1 - 7 and 10 - 12; and, Block 21, Lots 1 - 14 and 26

To encourage the Redevelopment Plan implementation, the stub portion of Mechanic Street into Sub-Area I ~~shall~~ may be vacated by the Borough. In addition, Block 30, Lots 8 and 9 (the Historic Society building), Lot 13, (the municipal firehouse), and Lots 10, 11, and 12 (the municipal buildings) are not proposed for acquisition.

The selected Redeveloper will assume responsibility for any and all property acquisitions within Blocks 30 and 21. The Borough may convey Lots 10, 11, and 12 in Block 30 to the Redeveloper in accordance with the terms of the Redeveloper Agreement.

The redevelopment of Block 21, Lots 6-14 may occur at a later date and under a separate Redeveloper Agreement if those lots cannot be acquired at this time.

### **IIIe. CONFORMANCE: THE RELATION OF THE MAIN STREET REDEVELOPMENT PLAN TO INTERGOVERNMENTAL PLANNING:**

As per N.J.S.A. 40A:12A-7a.(4) the Redevelopment Plan must be in conformance with the Master Plans of the contiguous municipalities, the county master plan, and the State Development and Redevelopment Plan (SDRP). The Borough of Hightstown is totally encompassed by the Township of East Windsor, also located in Mercer County; however, none of the Redevelopment Plan's Sub-Areas border the Township of East Windsor (and its zoning districts) and, therefore, no impacts are anticipated and conformance with the SDRP is not an issue.

The Main Street Redevelopment Plan, including all three (3) Sub-Areas, is consistent with the 1986 Mercer County Growth Management Plan and the 2001 SDRP, which both have similar goals and objectives. The Redevelopment Plan will further the following specific goals of the SDRP:

- (1) Land Use: "Promote redevelopment and development in Cores and neighborhoods of Centers and Nodes that have been identified through cooperative regional planning efforts." *March 2001, The New Jersey State Development and Redevelopment Plan, pg. 191.*
- (2) Economic Development: "Promote economic development by encouraging strategic land assembly, site preparation and infill development, public/private partnerships and infrastructure improvements that support an identified role for the community within the regional marketplace." *March 2001, The New Jersey State Development and Redevelopment Plan, pg. 191.*
- (3) Natural Resource Conservation: "Reclaim environmentally damaged sites and mitigate future negative impacts, particularly to waterfronts, scenic vistas, wildlife habitats and to Critical Environmental Sites and Historic and Cultural Sites." *March 2001, The New Jersey State Development and Redevelopment Plan, pg. 191.*
- (4) Recreation: "Provide maximum active and passive recreational opportunities and facilities at the neighborhood, local and regional levels by concentrating on the maintenance and rehabilitation of existing parks and open space while expanding and linking the system through redevelopment and reclamation projects." *March 2001, The New Jersey State Development and Redevelopment Plan, pg. 192.*
- (5) Redevelopment: "Encourage redevelopment at intensities sufficient to support transit, a broad range of uses and efficient use of infrastructure. Promote design that enhances public safety, encourages pedestrian activity and reduce

dependency on the automobile.” *March 2001, The New Jersey State Development and Redevelopment Plan, pg. 192.*

According to the SDRP, Hightstown is located within the suburban Planning Area (PA2) and is identified as a Town Center. In 1997, as part of the SDRP process, the Borough of Hightstown became an officially designated Town Center. This Redevelopment Plan will specifically promote the Borough’s State-certified Center Designation Plan and Implementation Agenda. According to page 15 of the Hightstown Town Center petition, “*Enhancing the appearance of the downtown will attract people and business. Similar coordination will be required to improve accessibility to an interconnected system of parking.*”

The Redevelopment Plan is also consistent with a number of activities outlined in the Center Designation petition to promote economic growth in Hightstown including:

- Revitalizing the Main Street business district and transportation corridor;
- Creating a more inviting user-friendly downtown;
- Improving parking facilities and access to parking; and,
- Expanding access to existing and future commercial establishments

Finally, the Main Street Redevelopment Plan is consistent with the goals of the Delaware Valley Regional Planning Commission’s (DVRPC) Horizons 2025 Plan as follows:

- The Main Street Redevelopment Plan will assist in stabilizing an older borough by improving its current infrastructure to support and enhance the social, economic and physical character of the community.
- It encourages center-based planning since the Borough of Hightstown is a New Jersey-designated Town Center.

#### **IV. IMPLEMENTATION**

Implementation of the Redevelopment Plan for each Sub-Area will be detailed in the Redeveloper Agreement as negotiated by the Redevelopment Agency and the selected Redeveloper(s). An additional section, Funding Resources, is also appended to the Redevelopment Plan as a roadmap to potential sources of funding to ensure full implementation of any development scheme for each of the three Sub-Areas. No redevelopment activities may commence in any of the designated redevelopment areas governed by this Redevelopment Plan until a Redeveloper Agreement has been executed by the Borough and the selected Redeveloper(s) for the applicable area of the Borough.

#### **V. CONCLUSION**

The Main Street Redevelopment Plan has the potential to provide the largest fiscal and aesthetic impact that the Borough has experienced in many years. Significant volunteer, public and private sector, and professional commitments and expenditures of time and fiscal resources have been expended to facilitate the redevelopment of this area.

Additionally, the Redevelopment Plan creates the potential for a phased approach to redeveloping the area. It provides for pedestrian-friendly development, protects the natural resources of Rocky Brook and Peddie Lake, creates a green corridor through the center of town, enhances the frontage on County Route 539, stabilizes and revitalizes a neighborhood, and includes design standards for Sub-Area I to ensure that all structures within the Sub-Area fit the landscape.

The final outcome of the Main Street Redevelopment Plan will be the revitalization of critical areas of the community, while creating a new mixed-use development, which will bring significant new ratables into the community. Additional housing, economic, and recreational and cultural opportunities will also be created. Finally, the Main Street Redevelopment Plan will help redefine the Borough of Hightstown and enhance its position as a State-Designated Town Center.

MAP I  
MAP II  
MAP III

<b>PROPERTY OWNERS LIST (As of December 3, 2014)</b>	
<b>BLOCK/LOT</b>	<b>OWNER OF RECORD &amp; MAILING ADDRESS</b>
54/6 & 7	Dogias, A. Alexander & Lola, 4754 White Tail Lane, Newport Richey, FL 34653
54/8 & 9	RPSP Holdings, LLC, 139 Mercer St. Hightstown NJ 08520
54/10 & 23	Jeffrey Bond, 210 S. Main St., Hightstown, NJ 08520
54/13 & 16.01	KPM Holdings, LLC, 19 Robbins Rd., Millstone TWP 08535
54/14.01	Ordonez, Luis F. & Juan E., 138 S. Main St., Hightstown, NJ 08520
40/14	Carias, Hector & Barrios, Maydra, 207 Rogers Ave., Hightstown, NJ 08520
40/15	Battash, Annie, 10 Hidden Spring Lane East Windsor, NJ 08520
40/16	Darling, Elizabeth & Shishone Evers, S. 200 Academy St., Hightstown, NJ 08520
40/17	Amin, Mohammad, 102 Bryn Mawr Avenue, Lansdowne, PA 19050
40/18	Ames, Samuel, 210 Academy St., Hightstown, NJ 08520
40/19	McKinnie, Virginia, 212 Academy St., Hightstown, NJ 08520
40/20	Ordonez Realty, LLC, 138 S. Main Street, Hightstown, NJ 08520 (20 & 21 consolidated in 2006)
40/22 - 24	Millstone Basin Area Hab for Humanity, 120 Main St. #207 Hightstown, NJ 08520
40/25	Bowman, Lucy, 238 Academy St., Hightstown, NJ 08520
40/26	Phillips, Dennis G., 240 Academy St., Hightstown, NJ 08520
40/28	Regenthal, Frank W & Jamie A., 250 Academy St. , Hightstown, NJ 08520
33/1, 9, 12, 33 & 35	Borough of Hightstown, 148 N. Main Street, Hightstown, NJ 08520
33/2	Wang, BJ. & HS Trustees Wang Family, 43314 Clearwood Drive, Freemont CA 94538
33/3	Owner Unknown
33/4, 5, 8, 10 & 13	Bond, Jeffrey, 210 S. Main St., Hightstown, NJ 08520

<b>PROPERTY OWNERS LIST (As of December 3, 2014)</b>	
<b>BLOCK/LOT</b>	<b>OWNER OF RECORD &amp; MAILING ADDRESS</b>
33/6	Cheng, Yin & Zheng, Ziu Quin, 100 Main Street, Hightstown, NJ 08520
33/7	Unknown Owner
33/11	Unknown Owner
33/14	Eastern Dragon Ocean, Inc., 114 Main St., 2 <sup>nd</sup> Floor, Hightstown, NJ 08520
33/15 & 16	Eastern Dragon Ocean, Inc., 114 Main St., 2 <sup>nd</sup> Floor, Hightstown, NJ 08520
33/17, 21, 22, 26, 27 & 31, 32	These lots no longer exist in the Borough
33/18, 29 & 34	TPS Management, c/o Richardson Management, 2115 State Highway 33, Trenton, NJ 08690-1740
33/19	Salnin LLC, 124 Main St., Hightsown, NJ 08520
33/20	Alderman, Gloria, POB 7424, Monroe, NJ 08831
33/23 - 25	C.J. Vanderbeck, LLC, 344 Stockton St., Hightstown, NJ 08520
33/28 & 36	Sackowitz, Harry, 106 Mercer St., Hightstown, NJ 08520
33/30	Bond, Jeffrey & Tolmie, Catherine, 210 S. Main St., Hightstown, NJ 08520
30/1 - 7	Greystone Capital Partners NJ, LLC, 920 Matsonford Road, West Conshohocken, PA 19428
30/10-13	Borough of Hightstown, 148 N. Main Street, Hightstown, NJ 08520
30/8 & 9	Hightstown-East Windsor Historical Society, 164 N. Main Street, Hightstown, NJ 08520
28/56 & 57	Borough of Hightstown, 148 N. Main Street, Hightstown, NJ 08520
21/1 - 5 & 26	Greystone Capital Partners NJ, LLC, 920 Matsonford Road, West Conshohocken, PA 19428
21/6-14	5C Industries LLC, 101 Bank Street, Hightstown, NJ 08520

## IMPLEMENTATION FUNDING RESOURCES

Based on proposed development information provided at the various public hearings, the following list of grant/loan programs and other funding sources may be utilized to address some of these elements. The following is not a comprehensive list, but merely represents known opportunities. Additional funding sources will be identified as the project elements proceed and new opportunities surface.

- **NJ DOT Transportation Enhancement Program Fund:** This grant program could provide funds to make significant enhancements, such as period lighting, sidewalk replacement, street furniture and landscaping, to the remaining unimproved areas within the downtown district.
- **NJ DOT Bikeways Program:** This program could provide grants up to about \$150,000 each to build the **infrastructure** within the proposed greenway. Projects that connect to regional trails and local amenities/facilities will fare best.
- **NJ DOT Centers of Place Program:** This program provides grant funding to address transportation-related issues, such as parking, or pedestrian amenities, such as the Peddie lake crosswalk. Only municipalities which are listed as designated within the SDRP, such as Hightstown, are eligible for this grant program. In 2003 awards averaged \$187,000.
- **NJ DEP Historic Preservation Trust and the New Jersey Historic Commission Grant Programs:** These two (2) programs provide grants for restoration of historic structures, including design and capital costs necessary to preserve existing historic resources. Capital Preservation Grants are for construction expenses related to the preservation and restoration of historic properties and associated architectural and engineering expenses and awards range from \$5,000 to \$750,000; however, the applicant, (local government or a non-profit) must own the property or have a valid lease for 15 years, and the property must be listed, or eligible for listing, in the state or federal Register of Historic Places.
- **NJ DEP Environmental Infrastructure Financing Program:** This program could provide a low-interest loan (currently around 1.2%) for construction costs to replace/repair existing sewer and storm water systems to ensure the protection of water quality. This program may provide significant savings due to the lower interest rate of this program and costs of bonding locally. This program could also provide funding to study and remediate localized storm water flooding. While there is no upper limit to funding, most awards are multi-million in magnitude.
- **NJ DEP Livable Communities Program:** This program could provide grant funds for recreation-related improvements and development (excluding land acquisition) such as the greenway. In previous years, Livable Communities were capped at \$100,000.
- **NJ DEP Hazardous Discharge and Site Remediation (HDSRF) Program:** The grant program could provide up to \$2,000,000 in grant funding to the municipality for

environmental site investigation. Funds may be used for Preliminary Assessment (PA), Site Investigation (SI) and Remedial Investigation (RI). Funds may not be used for cleanup activities.

- **NJ DCA Small Cities Programs:**

- **Public Facilities:** These funds may be utilized to construct or improve essential public facilities which will primarily benefit people of low and moderate-income and/or redevelopment areas. In a designated redevelopment area, eligible activities include streets, sidewalks, streetscape improvements, lighting, infrastructure and recreational amenities. Awards are typically in the \$400,000 range.
- **Innovative Development Fund (IDF):** Projects within a redevelopment area, that propose two (2) or more inter-related activities such as land acquisition and parking, and are related to implementation of the redevelopment project, are eligible for this funding source. Additionally, IDF projects must be ineligible for any other Small Cities funding source. Awards generally range up to \$400,000.
- **Employment Development:** Projects that result in the creation of new employment opportunities for low and moderate income are eligible for funding under this category. Proposed projects may include loans to for-profit enterprises, or off-site public improvement grants. Awards generally range up to \$400,000.
- **Federal Historic Preservation Tax Incentives:** This program offers development costs for the rehabilitation and restoration of buildings that are National Historic Landmarks, that are listed in the National Register, and that contribute to National Register Historic Districts and certain local historic districts. Properties must be income-producing and must be rehabilitated according to standards set by the Secretary of the Interior. A 20% rehabilitation tax credit equals 20% of the amount spent in the certified rehabilitation of a certified historic structure. The 10% tax credit equals 10% of the amount spent to rehabilitate a non-historic building built before 1936.
- **Various NJ Economic Development Authority (EDA):** EDA offers a wide-range of loans and tax credits for projects that result in new job creation. As additional information becomes available on the types of uses within the Redevelopment Area, specific NJ EDA programs will be identified and targeted.
- **Municipal Bonding:** Local financing may be provided to the designated Redeveloper for portions of the project at a lower-than-market interest rate. The designated Redeveloper would benefit from the lower interest rate and would be responsible for all municipal fees, principal and interest payments.
- **Borough Insurance Claim:** The Borough may be able to apply funds of up to 2 million dollars from the Hurricane Irene insurance claim towards work related to the vacant municipal properties, (Block 30 Lots 10, 11 and 12).

## **Sub-Area I (BANK STREET) DESIGN CRITERIA**

The overarching design criteria governing the redevelopment of the former Rug Mill site are as follows:

1. Green space shall be included to the maximum extent possible within the Sub-Area and should be considered an integral design element.
2. Reasonable efforts must be made to allow visibility of the site's retail/commercial facilities and the site's natural and historic features from North Main Street.
3. The surrounding Main Street streetscaping design shall be continued along the west side of the North Main Street frontage, to Bank Street. Elements of the existing streetscape design should be used within the site and along Bank Street, as accents. See Subsection k.1.
4. A greenway shall be established along the Rocky Brook corridor and a footbridge, subject to State approvals, shall be provided to link the Redevelopment Area together.
5. The inclusion of an engineered passive water feature that shall also serve as a detention pond in the event of a flood shall be evaluated and if feasible incorporated into the project.
6. Usable pedestrian access ways shall be provided throughout the site, connecting to existing perimeter sidewalks and to the Greenway.
7. Buildings shall be considered in terms of their relationship to the surrounding neighborhood and natural environment as well as in relation to the human scale.
8. Design visual and green space transitions, which include pedestrian connections and landscaping, to buffer the existing Historical Society property. Additionally, volunteer firefighters and fire equipment shall have unimpeded access to the firehouse.
9. Create a new street front along Academy Street that respects the scale and character of the neighborhood on the opposite side of the street.
10. Roof top spaces shall be encouraged for passive and active recreation uses, such as patios, gardens, swimming pools and sunbathing areas.
11. The Borough of Hightstown recognizes the importance of environmental sustainability and, therefore, the Redeveloper is encouraged to evaluate the potential for LEED accreditation of the Bank Street Sub-Area I Redevelopment District.

## **BANK STREET SUB-AREA REDEVELOPMENT DISTRICT – DEVELOPMENT STANDARDS**

### **LAND USE**

1. **Land Use:** The Bank Street Sub-Area currently contains partially-vacant facilities, and commercial and governmental uses. The area is bounded by Route 33 (Main Street), Rocky Brook, and residential neighborhoods. Selected structures, if approved by the Borough, may be demolished, and existing environmental hazards remediated as required by the New Jersey Department of Environmental Protection (NJDEP). The lots will then be combined to facilitate the redevelopment of the area. In partnership with the selected Redeveloper, the Borough may pursue various state and federal grant opportunities to help accomplish the redevelopment of this Sub-Area. The collaborative partnership between the Borough and the selected Redeveloper may also seek funding assistance to assist in the development of the greenway along Rocky Brook.
  - a. The following uses are permitted within the Sub-Area I Redevelopment district:
    1. Adaptive reuse of the site's existing structures for residential and commercial/office use
    2. Residential uses including multi-family dwellings and duplex town homes , (facing Academy Street only).
    3. Artist live/work studio lofts.
    4. Studios for the visual and performing arts
    5. Hotel
    6. Governmental uses and other public facilities
    7. Passive and active recreational facilities
    8. Retailing within a completely enclosed building, but excluding drive through retail. A variety of retail shops shall be provided to encourage and maximize consumer choice.
    9. Personal and other business services within a completely enclosed building, excluding drive-thrus.

10. Offices.
11. Public facilities, including public parking facilities
12. Restaurants and other places to eat and drink, but not including drive-thrus .
13. Banks and financial institutions, excluding drive-thrus.
14. Residential dwelling units as upper floor use of buildings containing above-permitted principal uses.
15. Scientific and research laboratories
16. Pharmaceutical operations (non-manufacturing)
17. Galleries, theatres and performance spaces.
18. For-profit only schools, testing centers and learning centers.

**b. Accessory Uses:**

1. Signs
2. Parking decks and garages
3. Roof top recreation spaces and uses.

All other uses, unless specifically permitted, are prohibited.

- c. Permitted residential dwelling types include: (1) townhomes/duplexes on fee simple lots or under a condominium form of ownership; and (2) multi-family dwellings which shall contain no more than two (2) bedrooms per dwelling .
- d. Only townhouse/duplex units shall be permitted to front on North Academy Street.

## DESIGN STANDARDS

1. **Setbacks and Buffers:** In consideration of Rocky Brook and the critical need for an attractive viewscape from New Jersey State Highway 33 and County Route 539, the following setbacks and buffers will be required.

**a. Setbacks:**

1. All buildings shall have minimum set backs consistent with the building setback of the Historical Society (Block 30, Lots 8 and 9) from County Route 539 (North Main Street). All parking and roadways shall be setback a minimum of 15 feet from the interior edge of the existing sidewalk along North Main Street (C.R. 539), to facilitate the creation of the viewscape from Route 33 into the new mixed-use development. Based on review of the parking study, additional buffering, green space, and/or landscaping may be required.
2. It is the intent of the Governing Body to retain as much of the historic structures as practicable. Any demolition of any part of the existing structures is subject to approval of the Planning Board through the site plan review process.
3. Ten (10) foot front and side yard setbacks shall be required for all new structures along Bank Street.
4. Minimum front yard setbacks for townhomes/duplexes shall be fifteen (15) feet. Minimum rear yard setback for townhomes/duplexes shall be thirty (30) feet. Porches may project not more than five (5) feet into the required front yard setback.
5. Minimum lot depth for townhomes/duplexes shall be one hundred ten (110) feet.
6. Minimum distance between townhome/duplexes shall be fifteen (15) feet, equally divided between lots.
7. The minimum set back for accessory structures shall be five (5) feet.

**b. Buffers:**

1. All proposed structures, with the exception of improvements to the greenway and parking lots, shall be set back from any environmentally-sensitive areas as designated by the NJDEP and the Rocky Brook. A minimum 10 foot wide buffer, measured from top of bank and extending to 28 feet in width or greater, wherever practicable, shall be provided on both sides of the Rocky Brook as per the Hightstown Environmental Commission's greenway design concept specifications (February 1999). Specifically, the Rocky Brook buffer is to be 28 feet in

width on both sides of the water body, unless the selected Redeveloper demonstrates to the satisfaction of the Planning Board that compliance with same is impracticable and will exact undue hardship on the ability of the selected Redeveloper to provide adequate parking for the development, in which case the buffer area may be reduced in certain locations along the Rocky Brook to no less than ten (10) feet in width. A continuous eight (8) foot wide pathway shall be provided within the greenway along the Rocky Brook to permit public access through the greenway and link with the planned eight (8) foot wide pedestrian access bridge. The planned pedestrian access bridge shall have a minimum span to conform with floodway requirements. The Environmental Commission shall review the Redeveloper's greenway plan and provide comment to the Planning Board.

- c. Buffers as required by the regulations in effect at the time of plan approval shall be provided for any environmentally sensitive lands as designated by NJDEP. Those areas, as well as the buffers, shall be deed restricted to prevent future development, with the exception of trails for recreational or pedestrian circulation purposes, and the Borough of Hightstown shall be granted an easement on said lands for that purpose.
- d. A thirty (30) foot buffer shall be required between any new structures, with the exception of service area structures, and the Historic Society building (Block 30, Lots 8 and 9). This buffer may include green space, pedestrian improvements such as sidewalks, and recycling/rubbish storage areas.
- e. Individual driveways and garages shall not be permitted to front on North Academy Street.

## 2. Design Standards

### a. Building Design:

- 1. The maximum height of any new building or building addition, excluding residential townhomes/duplexes, shall not exceed the height of the existing Rug Mill structures. Rooftop appurtenances for new buildings or additions shall not exceed five (10) feet above the roofline. The maximum height for adaptive reuse of existing site buildings shall be the existing building height, excluding screened rooftop appurtenances, which shall not exceed an additional five

- (10) feet and shall be set back a minimum of (10) feet from the front facade.
2. Residential townhomes/duplexes shall not exceed two and one half stories or thirty-five (35) feet in height as measured from the grade curb level in front of each residential building to the highest point of the roof.
  3. Residential uses shall be permitted on all floors of the existing buildings and accessory recreation uses for residents may be developed on building roof tops.
  4. All new buildings, excluding residential townhomes/duplexes shall compliment the façade of the existing Rug Mill structures. Residential townhomes and duplexes shall match the character and style of the North Academy/Stockton Street neighborhood. Detailed architectural plans including colors, materials, and textures, shall be provided for all buildings and accessory structures. If rehabilitation of the municipal building is selected by the parties, detailed floor plans shall be provided for the new municipal facility.
  5. The Architectural Review Committee shall review and advise the Planning Board and the Redeveloper with regard to architectural features, styles, materials and colors.
  6. Buildings shall be located, designated and identified to allow for adequate fire and emergency access.
  7. All new construction and adaptive reuse must conform to all applicable codes and standards including Americans with Disabilities (ADA) Act requirements.
  8. All external mechanical, electrical, and plumbing appurtenances, including but not limited to electrical components and HVAC equipment, including roof-mounted units, shall not exceed five (10) feet above the roofline, shall be screened by landscaping or enclosed and shall not be included in determining building height.
  9. Such HVAC and other appurtenances shall comply with all state statutes governing noise levels for both day and night time uses.
  10. All electrical, gas, water, sewer, telephone, cable television, power, phone, CATV, and other utilities shall be installed

underground, as per current engineering standards. Roof antennae or towers shall not be permitted.

- b. Circulation and Parking:** The circulation plan will be dependent on final design submitted by the selected Redeveloper(s) to the Planning Board.
1. Usable pedestrian walkways within the site shall be designed to interconnect to parking lots and North Main and Bank Streets, and to the greenway where possible. Based upon the selected Redeveloper's parking plan, which plan will identify the number of potential on-street parking spaces along North Academy Street, the Planning Board may allow on-street parking along North Academy Street to be included in the Redeveloper's overall parking requirement calculations. Four (4) spaces of on-street parking on Bank Street shall be made available for use by the existing business on the corner of Bank and North Main Streets and shall not be included in any shared use parking analysis. Circulation throughout the site should be designed so that pedestrian pathways have priority and take precedence over vehicular circulation. Downtown parking ratios can only be sustained when complemented by a well developed pedestrian system. The downtown parking ratios that follow will be permitted only when the Redeveloper can demonstrate to the Planning Board that the design of the site's pedestrian circulation adequately establishes pedestrian priorities and connections to the downtown. Absent such design, additional parking on-site may be required.
  2. Retail or other commercial uses shall provide one (1) parking space for every 500 square feet of gross floor area utilized by the commercial or retail use. Retail or food service drive-thrus are prohibited.
  3. Office uses shall provide one (1) parking space for each 400 square feet of gross floor area utilized by the office use.
  4. Movie houses, other theaters, restaurants, and entertainment uses shall provide one (1) space for every three (3) seats or one (1) space per 40 square feet of usable seating, floor, or activity area, whichever is greater.
  5. The Planning Board may approve a total reduction of the required parking where such reduction is demonstrated by a study of the combined, or shared uses and customary operation of the uses that adequate parking would be provided for the actual uses. The

Planning Board shall also encourage the developer to pursue accessible off-site shared parking use.

6. The selected Redeveloper's traffic study shall investigate such limiting factors including but not limited to, safe and efficient access, existing roadway capacities and levels of service, traffic signals, timing, existing and proposed volumes, peak hour analyses, and the ability of the existing conditions to safely absorb the projected amount of traffic. Utilization of the property shall be dependent upon the results of the traffic study, which results may alter the number of units, mix of uses and commercial floor area permitted on-site.
7. For 90 degree parking, standard parking spaces shall be nine (9) feet in width and a minimum of eighteen (18) feet in length. Up to 1/3 of the parking spaces may be designed as compact car spaces and designated as such. For 90 degree parking compact parking spaces shall be (8) feet by (15) feet.
8. The location, size, and signage of accessible parking spaces must conform to all ADA requirements.
9. Parking lot layout, landscaping, and buffering shall be designed to enhance the viewscape from New Jersey State Highway (NJSH) Route 33 (North Main Street) frontage.
10. The interior of parking lots shall be landscaped to provide shade and visual relief.
11. Parking garages and decks are permitted accessory uses in Sub-Area I, and are subject to Planning Board approval. Approval of the need for and size of the parking garage shall be determined by the Planning Board in conjunction with the overall number of parking spaces required. If the selected Redeveloper proposes a parking garage or deck, it must be properly located by the Redeveloper to provide clear views of all scenic and historic sites within Sub-Area I from key off-site and on-site vistas, as determined by the Planning Board. Any approvals of a parking garage, including bulk and height, will be evaluated and determined by the Planning Board during the site plan review process.
12. Landscaped islands shall dictate flow and provide pedestrian safety zones.

13. For lots with eleven (11) or more spaces, a minimum of one (1) tree shall be planted for every twenty (20) spaces and shall not include those planted along the perimeter.
  14. Parking spaces and ADA accessible spaces shall be clearly marked at all times.
  15. Parking for residential units shall require two (2) parking spaces per unit, subject to approval under N.J.A.C. 5:21-3.5 (Special Area Standards).
  16. Individual driveways and garages shall not be permitted to front on North Academy Street.
  17. Increase the safety of pedestrians, bicyclists and motorists by providing streetscape improvements and a mid-block pedestrian crossing on Bank Street.
- c. Loading and Unloading:** All such activities shall occur on the interior of the development and not on any state, county or municipal right-of-way. Hours of delivery shall be determined by the Planning Board and set forth as a condition of approval.

**d. Signs:**

Except as noted below, all applicable provisions of Chapter 29, Signs, of the existing *Revised General Ordinances of the Borough of Hightstown*, including but not limited to provisions applicable to PED and shopping centers shall apply to Sub-Area I:

1. One (1) free standing sign shall be permitted along the North Main Street frontage, and one (1) free standing sign to identify the commercial buildings shall be permitted along the Bank Street frontage.
2. Each retail store front shall be permitted a façade sign.
3. The Redeveloper shall provide a comprehensive sign package, including colors and materials, to the Planning Board. The Planning Board may approve a comprehensive sign package for the project that exceeds the standards in Chapter 29 and/or in this document, without the need for a variance, in terms of sign area and number of signs if it is demonstrated to the Board's satisfaction such additional signage is necessary to appropriately identify the uses on the site from the street, and is consistent with good planning for the site.

**e. Lighting:**

All lighting shall be post or building mounted and oriented earthward to minimize light pollution.

1. Parking area lighting shall be post-mounted, located on landscaped islands, and shall not exceed 20 feet in height above grade.
2. Street fixtures should be period lighting similar to those sited in the downtown area along Mercer Street.
3. Pedestrian and access point lighting shall be post-mounted and shall not exceed 14 feet in height above grade.
4. Where parking lighting abuts residential areas, fixtures shall be shielded to eliminate light overflow into residential lots.
5. Lighting shall conform to the Borough's specifications and the developer shall pay the up-front cost per fixture for street lights to reduce the ongoing operational and maintenance costs to the municipality. Exact details will be specified in the Redeveloper Agreement.
6. Lighting in interior parking and commercial/office areas of the development shall be privately owned and maintained by the selected Redeveloper.

**f. Fences/Enclosures:** Shall be prohibited with the following exceptions:

1. All bulk waste/recycling receptacles (dumpsters) shall be fully screened. Such screening shall be of adequate height to fully shield the receptacle and shall utilize plantings and/or brick construction with a brick front and gated access way which can be secured during periods of non-use. Chain link fencing is prohibited. If landscape screening is utilized, bollards shall be provided to maintain the integrity of the planted screening. Full brick construction shall be required for structures located within designated buffer areas adjacent to any residential or commercial building.
2. Ornamental fencing along North Main Street.

3. Privacy fencing along the rear boundary of the Bank Street Sub-Area abutting the properties designated as Block 21, Lots 15, 19, 21 and 22.
4. Heights of all fencing are subject to Planning Board review and approval.

**g. Infrastructure:**

Sidewalk/Walkways: Pedestrian or connecting walkways shall be constructed of pavers, concrete and/or textured concrete in colors and/or patterns consistent with the existing Main Street infrastructure. All walkways shall be a minimum of five (5) feet in width, and shall extend from the building façade to the curb line, with an area for landscaping and street trees. All facilities within the eastern portion of the Bank Street Sub-Area shall be connected by such walkways. Crosswalks traversing parking areas shall be constructed of similar decorative paving materials.. All materials shall be compatible with the existing streetscape along Main Street.

Roadways: As appropriate, all roadways must conform to the State of New Jersey Residential Site Improvement Standards, N.J.A.C. 5:21, unless otherwise approved under N.J.A.C. 5:21-3.5 (Special Area Standards).

Water, Sewer and Stormwater Management: These systems are to be investigated, constructed and upgraded, as required, by the designated Redeveloper, and shall be subject to review and approval by all applicable federal, state, and local agencies, and will be the responsibility of the selected Redeveloper(s) based on the final approved usages within the area. All water, sewer and stormwater systems must conform to the State of New Jersey Residential Site Improvement Standards, N.J.A.C. 5:21, as relating to the residential component of the proposed plan, unless otherwise approved under N.J.A.C. 5:21-3.5 (Special Area Standards), and to the NJDEP Stormwater regulations as relating to the non-residential components of the plan, and shall be subject to applicable state laws and regulations in effect at the time of plan approval.

- h.** Unless expressly modified herein, all existing Borough of Hightstown Site Plan and Subdivision Ordinances and criteria shall apply to development plans submitted within the Bank Street Sub-Area I Redevelopment district as per Chapters 26, 27, 28 and 29 of the Borough of Hightstown Code. In the event of any inconsistencies between the approved Redevelopment Plan and the

aforementioned Code chapters, this Redevelopment Plan shall govern.

- i.** The Planning Board is hereby authorized to grant all necessary relief pursuant to N.J.S.A. 40:55D-70a., b. and c., as well as all requested waivers.
- j.** A final project market study shall be submitted to the Planning Board together with a Site Plan application.
- k.** All NJDEP environmental remediation documents, including all approvals, regarding the Mill Property shall be submitted to the Planning Board and Borough Engineer together with a Site Plan application.

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# Resolution 2015-84

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**RATIFYING THE MEMORANDUM OF AGREEMENT WITH THE HIGHTSTOWN  
POLICE OFFICERS FOP LODGE 140 – FRATERNAL ORDER OF POLICE/NEW  
JERSEY LABOR COUNCIL, FOR THE YEARS 2015, 2016, 2017, AND 2018, AND  
AUTHORIZING THE EXECUTION OF A COLLECTIVE BARGAINING  
AGREEMENT RELATING THERETO.**

**WHEREAS**, as a result of a Representation Petition submitted to the Public Employment Relations Commission (PERC) the Police Officers of the Hightstown Police Department were certified and recognized by PERC as the Hightstown Police Officers FOP 140; and

**WHEREAS**, the Borough of Hightstown and the Hightstown Police Officers FOP 140-Fraternal Order of Police/New Jersey Labor Council (the “FOP”) have negotiated a Memorandum of Agreement for the years 2015, 2016, 2017, and 2018; and

**WHEREAS**, a copy of the Memorandum of Agreement is attached hereto and made a part hereof; and

**WHEREAS**, the Memorandum of Agreement has been reviewed by all parties and ratified by the FOP; and

**WHEREAS**, it is the desire of the Mayor and Council that it be approved, ratified and executed by the appropriate representatives of the Borough; and

**WHEREAS**, it is also the desire of the Mayor and Council to authorize the appropriate Borough Officials to execute a new Collective Bargaining Agreement (“CBA”) with the FOP for the years 2015, 2016, 2017, and 2018, so long as the CBA includes all of the terms and conditions set forth in the attached Memorandum of Agreement and the CBA is satisfactory to the Borough’s Labor Counsel.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown as follows:

1. That the attached Memorandum of Agreement with the FOP for the years 2015, 2016, 2017, and 2018, which agreement is on file in the Borough Clerk’s office, is hereby approved and ratified.
2. That the Borough Administrator is hereby authorized to execute, and the Borough Clerk to attest, the attached Memorandum of Agreement with the FOP for the years 2015, 2016, 2017, and 2018.
3. That the Mayor is hereby authorized to execute, and the Borough Clerk to attest, a new CBA with the FOP for the years 2015, 2016, 2017, and 2018, so long as the CBA includes all of the terms and conditions set forth in the attached Memorandum of Agreement and the CBA is satisfactory to the Borough’s Labor Counsel.
4. That a certified copy of this Resolution shall be provided to each of the following:
  - a. Hightstown Police Officers FOP 140-Fraternal Order of Police/New Jersey Labor Council;
  - b. Elizabeth Garcia, Esq., Labor Counsel.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
BOROUGH OF HIGHTSTOWN  
AND HIGHTSTOWN POLICE OFFICERS FOP LODGE 140-  
FRATERNAL ORDER OF POLICE LABOR COUNCIL**

The Borough of Hightstown (hereafter referred to as the “Borough”) and the Hightstown Police Officers FOP 140-Fraternal Order of Police/New Jersey Labor Council (hereafter referred to as the “FOP”), herewith enter into this Memorandum of Agreement this 13th day of February, 2015.

**WHEREAS**, as a result of a Representation Petition submitted to the Public Employment Relations Commission (PERC) the Police Officers of the Hightstown Police Department were certified and recognized by PERC as the Hightstown Police Officers FOP 140; and

**WHEREAS**, the Police Officers of the Hightstown FOP 140-Fraternal Order of Police/New Jersey Labor Council commenced negotiations with the Borough of Hightstown on a successor Collective Bargaining Agreement (CBA); and

**NOW, THEREFORE**, all Parties have reached Agreement on the following terms and conditions:

1. The duration of the newly negotiated CBA shall be from January 1, 2015 until December 31, 2018.
2. ARTICLE IV: Management Of Borough’s Affairs, Section C will be deleted.
3. ARTICLE VIII: ARBITRATION: Will be deleted and included in ARTICLE VII: GRIEVANCE PROCEDURE and American Arbitration Association will be deleted and replaced with Public Employment Relations Commission.

4. ARTICLE XI: SALARY.

All current Officers of the Hightstown Police Department will remain in the newly Agreed upon salary guide. Officer Mecca will be moved into Step 1 (\$51,000) of the new salary guide affective January 1, 2015. Officers Stephenson, Esposito and Larsen will be moved into Step 3 (\$63,000) of the new salary guide affective January 1, 2015.

\*\*\*SEE ADDENDUM A AT THE END OF THIS AGREEMENT FOR THE NEW SALARY GUIDE

Any officer assigned as a Detective shall receive an On-Call stipend of Two Thousand Dollars (\$2,000) added to his/her base salary.

Section E- Pay At Higher Rank (New)

Whenever an Officer works in the Title of an Officer of higher rank, that Officer shall receive an additional Two Dollars and Fifty Cents (\$2.50) per hour for each hour worked at the higher rank.

5. ARTICLE XII: LONGEVITY PAY: A. All current Officers presently in the current longevity Steps will continue through said Steps as currently written. Any current Officers not yet in the Longevity Steps, will enter the Longevity Steps commencing in their Tenth (10<sup>th</sup>) year. Any Officers hired after the signing of this Agreement will no longer receive longevity.

6. ARTICLE XIII: HOLIDAYS: Any Officer working as a Detective shall receive all Thirteen (13) paid holidays off per year. However, if called in to work between Monday through Friday while off one of the Six (6) holidays given employees not mentioned in the Agreement, he/she shall receive only straight time pay for the first Eight (8) hours when called in to work on those holidays.

7. ARTICLE XIV: VACATIONS: All employees covered under this contract may sell back a maximum of Seventy Five (75) hours of vacation per year and with the approval of the Chief of Police or his/her designee, may carry over Sixty (60) hours of vacation into the succeeding year.

8. ARTICLE XV: SICK LEAVE:

A. All employees covered by this Agreement will accrue Ten (10) hours per month of sick leave. Employees may sell back, per year, up to Seventy-Five (75) hours of One Hundred Twenty (120) hours so long as the employee has a minimum sick leave bank of Three Hundred (300) hours.

B. Upon retirement, all employees may sell back any accumulated sick time to the Borough up to a maximum of Fifteen Thousand Dollars (\$15,000).

This Agreement signed this \_\_\_\_\_ day of February, 2015 by and between:

**Borough of Hightstown:**

**Hightstown Police Officers  
Fraternal Order of Police Lodge 140:**

\_\_\_\_\_  
**Borough Representative**

\_\_\_\_\_  
**Michael Gordy, FOP 140 Representative**

\_\_\_\_\_  
**Francisco Jimenez, FOP 140 Representative**

**Attest:**

**Date:**

\_\_\_\_\_

\_\_\_\_\_

# Resolution 2015-85

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZATION FOR THE BOROUGH ENGINEER TO PREPARE AN APPLICATION FOR THE NJEIT LOAN PROGRAM**

**WHEREAS**, the Borough Council has reviewed the NJEIT (New Jersey Environmental Infrastructure Trust) loan availability; and

**WHEREAS**, the Borough Engineer has suggested several projects that are needed by the Hightstown Advanced Waste Water Treatment and Water Plants; and

**WHEREAS**, the Borough Council has found that they wish to authorize the Borough Engineer to prepare the necessary plans and documents required to apply for the NJEIT Loan for an Ultraviolet Disinfection system at the Advanced Waste Water Treatment Plant.

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Borough Engineer is hereby directed and authorized to prepare the necessary plans and documents required to apply for the NJEIT Loan for an Ultraviolet Disinfection system at the Advanced Waste Water Treatment Plant.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

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Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-86

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING PAYMENT OF BILLS**

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$614496.23 from the following accounts:

Current	\$385,516.26
W/S Operating	212,435.47
General Capital	412.50
Water/Sewer Capital	15,167.00
Grant	165.00
Trust	0.00
Housing Trust	0.00
Animal Control	800.00
Law Enforcement Trust	0.00
Housing Rehab Loans	0.00
Unemployment Trust	0.00
Escrow	<u>0.00</u>
 Total	 <u><u>\$614,496.23</u></u>

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk

16-March, 2015

To: Mayor and Council

From: Finance Office

Re: Manual Bill List

**CURRENT ACCOUNT**

	<b><u>PO #</u></b>	<b><u>AMOUNT</u></b>
East Windsor Regional School	15-00419	283,728.00
Hess Retail	15-00426	514.80
Dept of Transportation	15-00390	25.00
Department of Transportation	15-00391	125.00
Merino, Guillermo & Carmen	15-00295	2,922.52
Treasurer, State of New Jersey	15-00137	450.00
<b>TOTAL</b>		<b><u><u>287,765.32</u></u></b>

**GENERAL CAPITAL**

-

**WATER AND SEWER OPERATING ACCOUNT**

JP Morgan Chase Bank	15-00330	132,875.00
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<b>TOTAL</b>		<b><u><u>132,875.00</u></u></b>
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<b>MANUAL TOTAL</b>		<b><u><u>420,640.32</u></u></b>
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Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>C0735 CHART POOL USA INC.</b>												
	15-00349	02/24/15	INV 1201770-01 DATED 11/3/14									
	1	INV 1201770-01	DATED 11/3/14	153.99	4-09-55-501-002-503	B Sewer Plant Maintenance	R	02/24/15	03/11/15		1201770-01	N
	Vendor Total:			153.99								
<b>C0023 COMCAST</b>												
	15-00395	03/02/15	8499052430036659 2/24/15									
	1	8499052430036659	2/24/15	107.85	5-01-20-140-001-060	B Internet Services and Web Services	R	03/02/15	03/10/15		499052430036659	N
	15-00445	03/10/15	8499052430034100 3/2/15 pd									
	1	8499052430034100	3/2/15 pd	142.85	5-01-20-140-001-060	B Internet Services and Web Services	R	03/10/15	03/10/15		499052430034100	N
	Vendor Total:			250.70								
<b>COMCA005 COMCAST BUSINESS</b>												
	15-00392	03/02/15	930909813 INV 34098679 2/15/15									
	1	930909813	INV 34098679 2/15/15	195.30	5-01-43-507-001-029	B Maint. Contracts - Other	R	03/02/15	03/10/15		930909813	N
	Vendor Total:			195.30								
<b>C0931 CRESTON INC.</b>												
	15-00316	02/20/15	INV #332127-001									
	1	INV #332127-001		61.29	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	02/20/15	03/10/15		332127-001	N
	Vendor Total:			61.29								
<b>C0087 CUSTOM BANDAG, INC</b>												
	15-00153	01/30/15	TIRES FOR KEN'S TRUCK									
	1	INV. 80091095	- TIRES FOR KENS	279.32	5-01-26-315-001-132	B Vehicle Maint. - Public Works	R	01/30/15	03/10/15		80091095	N
	2	INV. 80091095	- TIRES RECYCLNG	12.00	5-01-26-311-001-199	B Miscellaneous	R	01/30/15	03/10/15		80091095	N
				291.32								
	15-00257	02/13/15	GOODYEAR P235/55R17 (STOCK)									
	1	GOODYEAR P235/55R17	(STOCK)	538.85	5-01-26-315-001-131	B Vehicle Maint. - Police	R	02/13/15	03/10/15		80091015	N
	Vendor Total:			830.17								

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>E0086 DRAEGER SAFETY DIAGNOSTICS, INC</b>											
	15-00220	02/10/15	INV 91074526 CONFIRMING ORDER								
	1		INV 91074526 CONFIRMING ORDER	165.00	G-02-41-729-006-314	R	02/10/15	03/10/15		91074526	N
			Vendor Total:	165.00							
<b>E0576 EAST WINDSOR REGIONAL SCHOOL</b>											
	15-00398	03/03/15	DECEMBER 2014 FUEL USE								
	1		DECEMBER 2014 FUEL USE-FIRE	1,130.71	4-01-31-460-001-166	R	03/03/15	03/10/15		FIRE	N
	2		DECEMBER 2014 FUEL USE- POLICE	1,613.36	4-01-31-460-001-145	R	03/03/15	03/10/15		POLICE	N
	3		DECEMBER 2014 FUEL USE-EMS 50	42.84	4-01-31-460-001-148	R	03/03/15	03/10/15		EMS 50	N
	4		DECEMBER 2014 FUEL USE-GARBAGE	1,307.90	4-01-31-460-001-147	R	03/03/15	03/10/15		GARBAGE	N
	5		DECEMBER 2014 FUEL USE-STREETS	2,024.13	4-01-31-460-001-147	R	03/03/15	03/10/15		STREETS	N
	6		DECEMBER 2014 FUEL USE-PARKS	319.23	4-01-31-460-001-147	R	03/03/15	03/10/15		PARKS	N
	7		DECEMBER 2014 FUEL USE-WATER	173.01	4-09-55-501-001-512	R	03/03/15	03/10/15		PARKS	N
	8		DECEMBER 2014 FUEL USE-SEWER	166.88	4-09-55-501-002-512	R	03/03/15	03/10/15		SEWER	N
	9		FUEL FACILITY ADMIN FEE	120.00	4-01-31-460-001-144	R	03/03/15	03/10/15		ADMIN FEE	N
				<u>6,898.06</u>							
	15-00399	03/03/15	JANUARY 2015 FUEL USEAGE								
	1		JANUARY 2015 FUEL USEAGE-FIRE	660.22	5-01-31-460-001-166	R	03/03/15	03/10/15			N
	2		JANUARY 2015 FUEL USE-POLICE	1,212.90	5-01-31-460-001-145	R	03/03/15	03/10/15			N
	3		JANUARY 2015 FUEL USE-EMS 50	73.31	5-01-31-460-001-148	R	03/03/15	03/10/15			N
	4		JANUARY 2015 FUEL USE-GARBAGE	1,155.62	5-01-31-460-001-147	R	03/03/15	03/10/15			N
	5		JANUARY 2015 FUEL USE- STREETS	1,683.90	5-01-31-460-001-147	R	03/03/15	03/10/15			N
	6		JANUARY 2015 FUEL USE- WATER	130.66	5-09-55-501-001-512	R	03/03/15	03/10/15			N
	7		JANUARY 2015 FUEL USE- SEWER	82.24	5-09-55-501-002-512	R	03/03/15	03/10/15			N
	8		JANUARY 2015 FUEL- CONSTRUCTIO	13.99	5-01-31-460-001-151	R	03/03/15	03/10/15			N
	9		FUEL FACILITY ADMIN FEE	120.00	5-01-31-460-001-144	R	03/03/15	03/10/15			N
	10		REPLACEMENT KEYS FEE	42.00	5-01-31-460-001-147	R	03/03/15	03/10/15			N
				<u>5,174.84</u>							
			Vendor Total:	12,072.90							
<b>E0417 ENVIRONMENTAL EXPRESS</b>											
	14-02124	11/20/14	B0015 COD VIALS, FG850 55 mm								
	1		B0015 COD VIALS	226.72	4-09-55-501-002-506	R	11/20/14	03/11/15		1000367923	N
	2		FG850 55 mm GLASS FIBER FILTER	71.40	4-09-55-501-002-506	R	11/20/14	03/11/15		1000367946	N



Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>M0714 GENSERVE, INC.</b>												
	15-00311	02/20/15	INV #0083730-IN									
	1		INV #0083730-IN	180.00	5-01-26-310-001-040	B Generator-Municipal Bldg	R	02/20/15	03/10/15		0083730	N
	Vendor Total:			180.00								
<b>GORAJ005 GORAJEK, MATTHEW</b>												
	15-00376	02/25/15	REIMBURSEMENT FOR PROP. DAMAGE									
	1		REIMBURSEMENT FOR PROP. DAMAGE	634.33	5-01-26-290-001-199	B Miscellaneous	R	02/25/15	03/10/15		DPW MVA	N
	Vendor Total:			634.33								
<b>G0187 GRAINGER</b>												
	15-00385	02/25/15	AQUA STATE FOR HEAT EXCHANGER									
	1		AQUA STATE FOR HEAT EXCHANGER	131.54	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/25/15	03/10/15		9673662095	N
	Vendor Total:			131.54								
<b>G0050 GROVE SUPPLY INC</b>												
	15-00308	02/20/15	INV #S4109025.001									
	1		INV #S4109025.001	12.27	5-09-55-501-001-503	B Water Plant Maintenance	R	02/20/15	03/10/15		S4109025.001	N
	2		INV #S4112942.001	69.74	5-01-26-310-001-024	B Building Maintenance	R	02/20/15	03/10/15		S4112942.001	N
	3		INV #S4113629.001	40.00	5-09-55-501-001-503	B Water Plant Maintenance	R	02/20/15	03/10/15		S4113629.001	N
				<u>122.01</u>								
	Vendor Total:			122.01								
<b>H0023 HARPER INTERNATIONAL, INC.</b>												
	15-00115	01/28/15	HIGH LIFT SVC PUMPS AT WTP									
	1		PUMP CONTROL VALVE-CLA-VAL	14,930.00	C-08-55-945-001-541	B Water Improvements 2011-03	R	01/29/15	03/10/15		2592	N
	2		SHIPPING	225.00	C-08-55-945-001-541	B Water Improvements 2011-03	R	01/29/15	03/10/15		2592	N
	3		2 FIELD TECHS FOR START-UP	1,300.00	5-09-55-501-001-503	B Water Plant Maintenance	R	02/18/15	03/10/15		2592	N
				<u>16,455.00</u>								
	Vendor Total:			16,455.00								

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>H0276 HARTER EQUIPMENT, INC.</b>												
	15-00310	02/20/15	INV P27966									
	1	INV P27966	PLOW BOLT AND NUT	46.20	5-01-26-290-001-039	B General Machinery Parts	R	02/20/15	03/10/15		P27966	N
	Vendor Total:			46.20								
<b>H0161 HUNTER TECH.SOLUTIONS INC</b>												
	15-00372	02/25/15	TECH SUPPORT 12/18/14-2/6/15									
	1	INV 56549	- DPW PRINTER ISSUE	23.75	4-01-20-140-001-094	B Computer Service & Support	R	02/25/15	03/10/15		56549	N
	2	INV 56550	- INSTALL NEW PC	169.13	5-01-20-140-001-094	B Computer Service & Support	R	02/25/15	03/10/15		56550	N
	3	INV 56551	- RAN 2 CABLE LINES	190.00	5-01-20-140-001-094	B Computer Service & Support	R	02/25/15	03/10/15		56551	N
	4	INV 56545	- DPW TRACK 1	47.50	5-01-20-140-001-094	B Computer Service & Support	R	02/25/15	03/10/15		56545	N
	5	INV 56545	- WATER DEPT.	166.25	5-09-55-501-001-530	B Computer Software/Maint/Equip	R	02/25/15	03/10/15		56545	N
	6	INV 56547	- WATER DEPT ACCESS	47.50	4-09-55-501-001-530	B Computer Software/Maint/Equip	R	02/25/15	03/10/15		56547	N
	7	INV 56552	- WWTP SYSTEM	95.00	5-09-55-501-002-530	B Computer Software/Maint/Equip	R	02/25/15	03/10/15		56552	N
	8	INF 56825	- WWTP UNABLE TO	47.50	5-09-55-501-002-530	B Computer Software/Maint/Equip	R	02/25/15	03/10/15		56825	N
	9	INV 56826	- SENSUS PUBLIC KEY	47.50	5-09-55-501-001-530	B Computer Software/Maint/Equip	R	02/25/15	03/10/15		56826	N
				834.13								
	Vendor Total:			834.13								
<b>IRA005 IRA E. KREIZMAN</b>												
	15-00298	02/20/15	MATTER042118.06000/STAT#163631									
	1	MATTER042118.06000/STAT#163631		787.50	4-01-20-155-001-031	B Labor,Personnel & Union Council	R	02/20/15	03/10/15		163631	N
	Vendor Total:			787.50								
<b>J0378 J.W. KENNEDY &amp; SON INC WELDING</b>												
	15-00185	02/04/15	INV 1644215 CYLINDER RENTAL									
	1	INV 1644215	CYLINDER RENTAL	12.00	C-08-55-947-002-541	B MITIGATION WATER PLANT 2012-14	R	02/04/15	03/10/15		1644215	N
	15-00245	02/13/15	INV 1186991-01 DATED 1/15/15									
	1	INV 1186991-01	DATED 1/15/15	240.00	5-01-25-260-001-136	B Medical Supplies	R	02/13/15	03/10/15		1186991-01	N
	2	OXDMC		117.00	5-01-25-260-001-136	B Medical Supplies	R	02/13/15	03/10/15		1186991-01	N
	3	OX250MC	250 CUFT MED OXYGEN	136.00	5-01-25-260-001-136	B Medical Supplies	R	02/13/15	03/10/15		1186991-01	N
	4	DELIVERY FEE		15.00	5-01-25-260-001-136	B Medical Supplies	R	02/13/15	03/10/15		1186991-01	N

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
<b>J0378 J.W. KENNEDY &amp; SON INC WELDING Continued</b>											
	15-00245	02/13/15	INV 1186991-01 DATED 1/15/15		Continued						
	5		FUEL SURCHARGE	6.95	5-01-25-260-001-136	B Medical Supplies	R	02/13/15	03/10/15	1186991-01	N
				514.95							
	15-00246	02/13/15	INV 1186842-01 PICKUP OXYGEN								
	1		INV 1186842-01 PICKUP OXYGEN	21.95	5-01-25-260-001-136	B Medical Supplies	R	02/13/15	03/10/15	1186842-01	N
			Vendor Total:	548.90							
<b>W0109 JAN E. BILYK</b>											
	15-00227	02/10/15	2014 ANIMAL CONTROL OFFICE FEE								
	1		2014 ANIMAL CONTROL OFFICE FEE	500.00	T-13-56-286-000-824	B RESERVE-ANIMAL CONTROL TRUST	R	02/10/15	03/10/15	2014 ANIMAL CTL	N
			Vendor Total:	500.00							
<b>J0257 JCP&amp;L</b>											
	15-00396	03/02/15	MASTER 200000055364 2/25/15								
	1		100008438010 1/6-2/2/15	7.71	5-01-31-430-001-071	B Electric-Borough Hall	R	03/02/15	03/10/15	100008438010	N
	2		100008438283 1/3-2/2/15	33.97	5-01-31-430-001-071	B Electric-Borough Hall	R	03/02/15	03/10/15	100008438283	N
	3		100008482018 12/4-1/2 BILL RDY	27.61	4-01-31-430-001-071	B Electric-Borough Hall	R	03/02/15	03/10/15	100008482018	N
	4		100008482018 1/3-2/2 BILL RDY	27.89	5-01-31-430-001-071	B Electric-Borough Hall	R	03/02/15	03/10/15	100008482018	N
	5		100010898904 1/6-2/5	21.80	5-01-31-430-001-071	B Electric-Borough Hall	R	03/02/15	03/10/15	100010898904	N
	6		100012487714 1/6-2/3	606.42	5-01-31-430-001-071	B Electric-Borough Hall	R	03/02/15	03/10/15	100012487714	N
	7		100012487862 FIREHOUSE 1/6-2/3	1,307.63	5-01-31-430-001-071	B Electric-Borough Hall	R	03/02/15	03/10/15	100012487862	N
	8		100012529457 174 OAK L 1/3-2/3	246.93	5-09-55-501-002-504	B Electricity	R	03/02/15	03/10/15	100012529457	N
				2,279.96							
	15-00447	03/10/15	AWWTP 200000055315 2/3/15								
	1		100008482778 MAXWELL 1/6-2/3	32.22	5-09-55-501-002-504	B Electricity	R	03/10/15	03/10/15	100008482778	N
	2		100009296102 SPRINGCREST1/3-30	17.22	5-09-55-501-002-504	B Electricity	R	03/10/15	03/10/15	100009296102	N
	3		100012529309 OAK LN 1/6-2/3	7,103.44	5-09-55-501-002-504	B Electricity	R	03/10/15	03/10/15	100012529309	N
	4		100012529309 OAK LN CREDIT	8.41	5-09-55-501-002-504	B Electricity	R	03/10/15	03/10/15	100012529309	N
				7,144.47							
	15-00448	03/10/15	WTP 200000055315 2/3/15								
	1		100009294701 WESTERLEA1/3-1/30	15.36	5-09-55-501-001-504	B Electricity	R	03/10/15	03/10/15	1400009294701	N
	2		100010292454 155 1ST 1/3-2/3	320.05	5-09-55-501-001-504	B Electricity	R	03/10/15	03/10/15	100010292454	N



Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>K0017 KRISTY GILSENAN</b>												
	15-00335	02/20/15	MILEAGE 1/27/15-2/19/15									
	1	MILEAGE 1/27/15-2/19/15	138.00	5-01-20-176-000-199	B Miscellaneous	R	02/20/15	03/11/15			JAN27-FEB19/MLG N	
		Vendor Total:	138.00									
<b>L0205 LANGUAGE LINE SERVICES</b>												
	15-00332	02/20/15	1/31/15 COURT INTERPRETATION									
	1	1/31/15 COURT INTERPRETATION	50.43	5-01-20-176-000-111	B Interpretor/Outside Help	R	02/20/15	03/10/15			1/31/15 INTERPR N	
		Vendor Total:	50.43									
<b>LSCME005 LSC MECHANICAL</b>												
	15-00381	02/25/15	INV 15-32 & 15-44 FIRE DEPT.									
	1	15-32 DEPUTY CHIEF TRUCK OIL	67.27	5-01-26-315-001-133	B Vehicle Maint. - Fire Dept.	R	02/25/15	03/10/15			15-32	N
	2	HEATER BLOWER MOTOR	165.98	5-01-26-315-001-133	B Vehicle Maint. - Fire Dept.	R	02/25/15	03/10/15			15-32	N
	3	REMOVE & REPLACE BLOWER MOTOR	280.00	5-01-26-315-001-133	B Vehicle Maint. - Fire Dept.	R	02/25/15	03/10/15			15-32	N
	4	15-44 CROWN VIC WIPER MOTOR	117.98	5-01-26-315-001-133	B Vehicle Maint. - Fire Dept.	R	02/25/15	03/10/15			15-44	N
	5	REMOVE & REPLACE WIPER MOTOR	160.00	5-01-26-315-001-133	B Vehicle Maint. - Fire Dept.	R	02/25/15	03/10/15			15-44	N
			791.23									
		Vendor Total:	791.23									
<b>M0058 MAIN POOL &amp; CHEMICAL COMPANY</b>												
	15-00357	02/24/15	RES 2015-32 CALC HYPOCHLORITE		B							
	2	INV 1546099 CALCIUM CHLORIDE	920.00	5-09-55-501-002-539	B Calcium Hypochlorite-Main Pool& Chemical	R	02/24/15	03/10/15			1546099	N
		Vendor Total:	920.00									
<b>M0010 MARYLAND BIOCHEMICAL CO.</b>												
	15-00224	02/10/15	BIO REMOVE BACTERIA DIGESTER									
	1	BIO REMOVE BACTERIA DIGESTER	720.00	5-09-55-501-002-535	B Chemicals Miscellaneous	R	02/10/15	03/10/15			2HH1056	N
		Vendor Total:	720.00									

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>MCANJ005 MCANJ-DENISE SZABO</b>												
	15-00414	03/03/15	MCANJ REGISTRATION FEE FOR									
	1		CONFERENCE FEE	310.00	5-01-20-120-001-041	B Conferences & Meetings	R	03/03/15	03/10/15		SOPRONYI CONFRN	N
	Vendor Total:			310.00								
<b>M0072 MCCD&amp;CAA -ATTN M.UMBRO, TREAS.</b>												
	15-00334	02/20/15	18TH ANNUAL SPRING CONFERENCE									
	1		18TH ANNUAL SPRING CONFERENCE	50.00	5-01-20-176-000-041	B Conference and Meetings	R	02/20/15	03/10/15		K. GILSENAN	N
	Vendor Total:			50.00								
<b>M0180 MCMASTER-CARR</b>												
	15-00267	02/13/15	BUNGEEES & S HOOKS									
	1		BUNGEEES	12.36	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/13/15	03/10/15		23359137	N
	2		BUNGEEES	16.08	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/13/15	03/10/15		23359137	N
	3		BUNGEEES	19.08	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/13/15	03/10/15		23359137	N
	4		S HOOKS	5.05	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/13/15	03/10/15		23359137	N
	5		HANDLE	9.36	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/13/15	03/10/15		23359137	N
	6		SHIPPING	6.43	5-09-55-501-002-503	B Sewer Plant Maintenance	R	03/02/15	03/10/15		23359137	N
				<u>68.36</u>								
	Vendor Total:			68.36								
<b>M0256 MERCER CO IMPROVEMT AUTHORITY</b>												
	15-00305	02/20/15	JANUARY 2015 TIPPING									
	1		JANUARY 2015 TIPPING	15,572.22	5-01-32-465-001-165	B Landfill Solid Waste Disposal-MCIA	R	02/20/15	03/10/15			N
	2		RECYCLING TAX	406.23	5-01-43-496-001-174	B Recycling Tax	R	02/20/15	03/10/15			N
				<u>15,978.45</u>								
	Vendor Total:			15,978.45								
<b>M0185 MERCER CTY MUNIC. JUDGES ASSOC</b>												
	15-00333	02/20/15	2015 ANNUAL DUES									
	1		2015 ANNUAL DUES	200.00	5-01-20-176-000-044	B Professional Association Dues	R	02/20/15	03/10/15		HON JAMESNEWMAN	N
	Vendor Total:			200.00								







Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>S0061 SEA BOX</b>												
	15-00313	02/20/15	INV #S100507									
	1		INV #S100507 BICON RENTAL	75.00	5-01-26-310-001-025	B Building Rental	R	02/20/15	03/10/15		S100507	N
	Vendor Total:			75.00								
<b>W0156 SEARING, WILLIAM</b>												
	15-00384	02/25/15	REIMBURSE LOG ME IN.COM FEE									
	1		REIMBURSE LOG ME IN.COM FEE	99.00	5-09-55-501-002-530	B Computer Software/Maint/Equip	R	02/25/15	03/10/15		LOG ME IN	N
	Vendor Total:			99.00								
<b>S0039 SOUTH BRUNSWICK RECYCLING</b>												
	15-00303	02/20/15	STATEMENT #7559									
	1		STATEMENT #7559	60.00	5-09-55-501-001-535	B Hydrants and Line Repair	R	02/20/15	03/10/15		7559	N
	Vendor Total:			60.00								
<b>S1096 STAPLES BUSINESS ADVANTAGE</b>												
	14-01567	08/21/14	OFFICE SUPPLIES - PD									
	1		3" X 5" NOTEBOOK	9.60	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	2		RETRACTABLE GEL PENS - BLUE	7.40	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	3		RETRACTABLE BALL PT - BLUE	9.30	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	4		RETRACTABLE BALL PT - BLACK	9.30	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	5		SHREDDER BAGS	99.66	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	6		ADDRESS LABELS	5.75	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	7		SHIPPING LABELS	5.75	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	8		ANTIBACTERIAL WIPES	29.19	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	9		HIGHLIGHTERS - YELLOW	3.60	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	10		LABELS WHITE - FILE FOLDERS	14.86	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	11		LABELS ASSORTED - FILE FOLDERS	15.91	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	12		ENVELOPES 9 X 12	5.92	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	13		ENVELOPES 10 X 13	7.04	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	14		DURACELL "C" BATTERIES	6.00	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	15		MULTIFOLD PAPER TOWELS	23.78	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
	16		BATH TISSUE	44.78	4-01-25-240-001-036	B Office Supplies & Equipment	R	08/21/14	03/10/15		8031137809	N
				<u>297.84</u>								



Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>T0002 TAMARA L. LEE, PP, AICP, LLA,</b>												
	15-00383	02/25/15	INV 19-JOB NO. 06-339-0 GEN PL									
	1		INV 19-JOB 06-339-0 GEN PLAN	131.25	4-01-21-180-001-105	B General Planning-Consulting	R	02/25/15	03/10/15		19/06-339-0	N
	2		INV 19-JOB 06-339-0 GEN PLAN	1,207.50	5-01-21-180-001-105	B General Planning-Consulting	R	02/25/15	03/10/15		19/06-339-0	N
				1,338.75								
	15-00422	03/04/15	INV 20 JOB NO. 06-339-0									
	1		INV 20 JOB NO. 06-339-0	840.00	5-01-21-180-001-105	B General Planning-Consulting	R	03/04/15	03/10/15		06-339-0/20	N
			Vendor Total:	2,178.75								
<b>T0030 THE TIMES</b>												
	15-00442	03/06/15	LEGAL ADS 2/11/15									
	1		BOARD OF HEALTH 2015 MEETINGS	10.44	5-01-20-120-001-021	B Advertisements	R	03/06/15	03/10/15		1089910	N
	2		CULT. ARTS 2015 MEETINGS	9.28	5-01-20-120-001-021	B Advertisements	R	03/06/15	03/10/15		1089910	N
	3		ENV COMM 2015 MEETING	10.44	5-01-20-120-001-021	B Advertisements	R	03/06/15	03/10/15		1089910	N
	4		HOUSING AUTH 2015 MEETINGS	9.86	5-01-20-120-001-021	B Advertisements	R	03/06/15	03/10/15		1089910	N
	5		HPC 2015 MEETINGS	9.28	5-01-20-120-001-021	B Advertisements	R	03/06/15	03/10/15		1089910	N
	6		PARKS & REC 2015 MEETINGS	9.28	5-01-20-120-001-021	B Advertisements	R	03/06/15	03/10/15		1089910	N
				58.58								
			Vendor Total:	58.58								
<b>T0060 TOWNSHIP OF ROBBINSVILLE</b>												
	15-00254	02/13/15	SNO-RAKE (CAR SCRAPER)									
	1		SNO-RAKE (SCRAPER)	43.54	5-01-26-315-001-131	B Vehicle Maint. - Police	R	02/13/15	03/10/15		2015-16	N
			Vendor Total:	43.54								
<b>T0050 TRU-STOR LLC</b>												
	15-00371	02/25/15	INV 56385 OFF-SITE BACK UP									
	1		1ST QUARTER 2015	861.77	5-01-20-140-001-060	B Internet Services and Web Services	R	02/25/15	03/10/15		56385	N
			Vendor Total:	861.77								
<b>U0007 UNIVAR USA</b>												
	15-00359	02/24/15	RES 2015-61 CHLORINE									
	2		INV HB784907 CHLORINE	324.00	5-09-55-501-001-526	B Chlorine	R	02/24/15	03/10/15		HB784907	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	Item Description	Amount	Charge Account	Acct Type	Description						
<b>U0007 UNIVAR USA Continued</b>											
15-00360	02/24/15 RES 2015-61 CHLORINE			B							
2	INV HB784906 CHLORINE	324.00	5-09-55-501-002-526	B	Chlorine-Liquid	R	02/24/15	03/10/15		HB784906	N
Vendor Total:		648.00									
<b>U0144 UPS</b>											
15-00241	02/12/15 INV 0000161Y33045 1/24										
1	INV 0000161Y33045 1/24	16.60	5-01-25-240-001-116	B	Traffic Bureau	R	02/12/15	03/10/15		0000161Y33045	N
15-00258	02/13/15 POSTAGE - ALTERNATIVE MICRO										
1	POSTAGE - ALTERNATIVE MICRO	10.65	5-01-25-240-001-093	B	Medical Exams/Hepatitis B Shot	R	02/13/15	03/10/15		161Y33055	N
Vendor Total:		27.25									
<b>V0019 VERIZON</b>											
15-00382	02/25/15 WTP 201Z02932023918Y 2/16/15										
1	WTP 201Z02932023918Y 2/16/15	64.98	5-09-55-501-003-545	B	Telephone-w/S-VERIZON	R	02/25/15	03/10/15		201Z02932023918	N
15-00393	03/02/15 HPD 201X06936613701Y 2/16/15										
1	HPD 201X06936613701Y 2/16/15	155.88	5-01-31-440-001-089	B	Telephone-VERIZON	R	03/02/15	03/10/15		201X06936613701	N
15-00394	03/02/15 AWWTP-609490026752756Y 2/20/15										
1	AWWTP-609490026752756Y 2/20/15	34.11	5-09-55-501-003-545	B	Telephone-w/S-VERIZON	R	03/02/15	03/10/15		609490026752756	N
15-00446	03/10/15 AWWTP 609448418403883Y 3/1/15										
1	AWWTP 609448418403883Y 3/1/15	38.65	5-09-55-501-003-545	B	Telephone-w/S-VERIZON	R	03/10/15	03/10/15		609448418403883	N
Vendor Total:		293.62									
<b>WIREL005 WIRELESS ELECTRONICS, INC.</b>											
15-00256	02/13/15 QUARTERLY MAINTENANCE FEE										
1	QUARTERLY MAINTENANCE FEE	2,235.00	5-01-25-250-001-029	B	Maintenance Contracts-Other	R	02/13/15	03/10/15		M55422	N
Vendor Total:		2,235.00									

Total Purchase Orders: 90 Total P.O. Line Items: 207 Total List Amount: 193,855.91 Total Void Amount: 0.00

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Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item Description			Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl

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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	4-01	10,623.19	0.00	10,623.19	0.00	0.00	10,623.19
	4-09	20,331.88	0.00	20,331.88	0.00	0.00	20,331.88
	Year Total:	30,955.07	0.00	30,955.07	0.00	0.00	30,955.07
CURRENT FUND	5-01	87,127.75	0.00	87,127.75	0.00	0.00	87,127.75
	5-09	59,228.59	0.00	59,228.59	0.00	0.00	59,228.59
	Year Total:	146,356.34	0.00	146,356.34	0.00	0.00	146,356.34
GENERAL CAPITAL	C-04	412.50	0.00	412.50	0.00	0.00	412.50
WATER/SEWER CAPITAL	C-08	15,167.00	0.00	15,167.00	0.00	0.00	15,167.00
	Year Total:	15,579.50	0.00	15,579.50	0.00	0.00	15,579.50
	G-02	165.00	0.00	165.00	0.00	0.00	165.00
ANIMAL CONTROL TRUST FUND #13	T-13	800.00	0.00	800.00	0.00	0.00	800.00
	Total of All Funds:	193,855.91	0.00	193,855.91	0.00	0.00	193,855.91

# Resolution 2015-87

BOROUGH OF HIGHTSTOWN  
 COUNTY OF MERCER  
 STATE OF NEW JERSEY

## AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2015 BUDGET

**WHEREAS**, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2015 temporary budget; and

**WHEREAS**, N.J.S.A. 40A:4-20 provides for the creation of emergency appropriations for the purposes above mentioned; and

**WHEREAS**, it is the desire of the Mayor and Council to create emergency temporary appropriations as set forth on Schedule "A," attached; and

**WHEREAS**, the total emergency temporary appropriations in resolutions adopted in the year 2015 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i><b>THIS RESOLUTION</b></i>	<i><b>PREVIOUS TOTAL</b></i>	<i><b>CUMULATIVE TOTAL</b></i>
Current	51,300.00	3,500.00	<b>54,800.00</b>
Capital Outlay – Current	0.00	0.00	<b>0.00</b>
Debt Service - Current	0.00	0.00	<b>0.00</b>
Water/Sewer	150,000.00	150,000.00	<b>300,000.00</b>
Capital Outlay – W/S	0.00	0.00	<b>0.00</b>
Debt Service - W/S	0.00	0.00	<b>0.00</b>
<b>TOTAL</b>	<b>201,300.00</b>	<b>153,500.00</b>	<b>354,800.00</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Hightstown (not less than two-thirds of all the members of thereof affirmatively concurring) that, in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2015 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Treasurer.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

-----  
 Debra L. Sopronyi  
 Borough Clerk

Borough of Hightstown  
 Emergency Temporary No. 2  
 3/16/2015

**Current Fund**

ENVIRONMENTAL COMMISSION	Other Expenses	300.00
PUBLIC BLDGS AND GROUNDS	Other Expenses	5,000.00
ENGINEERING	Other Expenses	5,000.00
SANITATION & SOLID WASTE	Salaries & Wages	\$6,000.00
POLICE FIRE & RADIO COMMUN.	Salaries & Wages	\$15,000.00
BUILDINGS & GROUNDS	Salaries & Wages	\$5,000.00
RECYCLING	Salaries & Wages	\$5,000.00
MAINTENANCE OF PARKS	Salaries & Wages	\$5,000.00
PUBLIC WORKS	Salaries & Wages	<u>\$5,000.00</u>
<b>Total Current Fund</b>		<u><u>51,300.00</u></u>
<b>Water/Sewer</b>	Other Expenses	150,000.00
<b>Total</b>		<u><u>201,300.00</u></u>

# Resolution 2015-88

BOROUGH OF HIGHTSTOWN  
 COUNTY OF MERCER  
 STATE OF NEW JERSEY

## AUTHORIZING A TRANSFER OF FUNDS IN THE 2014 BUDGET

Whereas, N.J.S.A. 40A:4-59 provides that the governing body may authorize a transfer of funds in the budget during the first three months of the following year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2014 budget are hereby authorized:

<u>Current:</u>	<u>From</u>	<u>To</u>
<b>Financial Administration</b>		
Salaries and Wages	\$ 8,000.00	\$ -
<b>Legal Settlements</b>		
Other Expenses	10,000.00	-
<b>Legal Services and Costs</b>		
Other Expenses		10,000.00
<b>Police</b>		
Salaries and Wages		16,000.00
Other Expenses	10,000.00	
<b>Police Vehicle Purchase</b>		
Other Expenses	1,000.00	
<b>Snow Removal</b>		
Other Expenses		8,000.00
<b>Board of Health</b>		
Salaries and Wages		1,500.00

**Uniform Construction Code**

Salaries and Wages 3,000.00

**Housing Code Enforcement**

Salaries and Wages 6,000.00

**Celebration of Public Events**

Other Expenses 1,500.00

**Electricity**Other Expenses 5,000.00

<b>TOTALS</b>	<b>\$</b>	<b>40,000.00</b>	<b>\$</b>	<b>40,000.00</b>
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## CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16 2015.

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Debra L. Sopronyi  
Borough Clerk

**Borough of Hightstown Appropriation Reserves Transfers**

<u>Current:</u>	<u>From</u>	<u>To</u>	<u>Reason</u>
<b>Financial Administration</b>			
Salaries and Wages	\$ 8,000.00	\$ -	Under Budget due to personnel change
<b>Legal Settlements</b>			
Other Expenses	10,000.00	-	Transfer to Legal
<b>Legal Services and Costs</b>			
Other Expenses		10,000.00	Provide for Possible outstanding bills
<b>Police</b>			
Salaries and Wages		16,000.00	Reallocate Salaries between years
Other Expenses	10,000.00		
<b>Police Vehicle Purchase</b>			
Other Expenses	1,000.00		Balance available for transfer
<b>Snow Removal</b>			
Other Expenses		8,000.00	Provide funds for Snow removal trust
<b>Board of Health</b>			
Salaries and Wages		1,500.00	Reallocate Salaries between years
<b>Uniform Construction Code</b>			
Salaries and Wages		3,000.00	Reallocate Salaries between years
<b>Housing Code Enforcement</b>			
Salaries and Wages	6,000.00		Balance available for transfer
<b>Celebration of Public Events</b>			
Other Expenses		1,500.00	Outstanding invoice Harvest Fair
<b>Electricity</b>			
Other Expenses	<u>5,000.00</u>		Balance Available for Transfer
	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	

# Resolution 2015-89

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

## REAPPOINTING HENRY UNDERHILL AS BOROUGH ADMINISTRATOR AND AUTHORIZING THE EXECUTION OF THE ASSOCIATED AGREEMENT

**WHEREAS**, Section 2-9.3 of the *Revised General Ordinances of the Borough of Hightstown*, provides that “The Administrator shall be appointed by the Mayor with the advice and consent of the Council and shall serve at the pleasure of the Mayor and Council; and,

**WHEREAS**, Henry Underhill was appointed as Borough Administrator pursuant to resolution 2014-35 on February 6, 2014 for a one year period; and

**WHEREAS**, it is the desire of the Mayor to reappoint Henry Underhill of Wall, NJ to continue to serve as Borough Administrator for a period of one year from February 7, 2015 to February 6, 2016 at a salary of \$79,900 per annum, with a review of the Administrator’s performance as it relates to his compensation to be undertaken after August 7, 2015; and

**WHEREAS**, the Administrator shall devote at least forty (40) hours per week to his duties in Hightstown, exclusive of any and all Governing Body and/or other meetings which the Administrator shall be required/requested to attend.

**WHEREAS**, specific terms and conditions of employment for the Administrator have been set forth in the attached proposed written Employment Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council hereby provides its advice and consent to the Mayor’s reappointment of Henry Underhill of Wall, NJ, to continue to serve as the Borough Administrator for the Borough of Hightstown, subject to the following provisions: Mr. Underhill shall serve for a term of one year, effective February 7, 2015 through February 6, 2016, at a salary of \$79,900 per annum, with a review of Mr. Underhill’s performance as it relates to his compensation to be undertaken after August 7, 2015; and the Administrator shall devote at least forty (40) hours per week to his duties in Hightstown, exclusive of any and all Governing Body and/or other meetings which the Administrator shall be required/requested to attend. All other terms and conditions associated with Mr. Underhill’s continued employment are specified in the attached employment agreement.

**BE IT FURTHER RESOLVED**, that the Mayor is hereby authorized to execute, and the Borough Clerk to attest, the attached Employment Agreement on behalf of the Borough.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk

## EMPLOYMENT AGREEMENT

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between Henry Underhill (hereinafter referred to as the “Administrator”) and the Borough of Hightstown (hereinafter referred to as “Borough”), a municipal corporation of the State of New Jersey as to the terms and conditions of employment for the Administrator with the Borough as follows:

**1. Position.** The Borough will continue to employ the Administrator as the Borough’s Administrator. Such appointment shall be subject to all of the provisions of applicable law, including, but not limited to, N.J.S.A. 40A:9-136; N.J.S.A. 40A:9-137; N.J.S.A. 40A:9-138; N.J.S.A. 40A:60-1 et seq. and all applicable provisions of the Borough Code, which are not in contradiction to or in contravention of the statutes cited herein. Subject to the supervision and pursuant to the orders and directions of the Mayor and Borough Council and in accordance with any job description promulgated by the Borough, as may be amended from time to time, the Administrator shall perform all the duties prescribed for such position by relevant law, Borough Code, Borough Personnel Policies, as well as all those customarily performed by one holding the position of Administrator, in addition to those duties specifically assigned by the Mayor and Council from time to time.

**2. Term of Agreement.** Subject to the provisions of N.J.S.A. 40A:9-138 and, if applicable, the Borough Code and further provisions of this Agreement, this Agreement shall govern the terms and conditions of employment for the Administrator through February 6, 2016.

**3. Manner and Performance of Administrator’s Duties.** The Administrator agrees that he will, at all times during this Agreement, abide by all provisions of applicable State, County and local statutes, laws, rules and regulations, perform all of the duties of the position of Administrator, in a faithful and industrious manner, pursuant to the express and/or implicit terms of this Agreement and all applicable statutes, laws, rules and regulations.

**4. Compensation.** The Administrator shall receive an annual compensation of Seventy-Nine Thousand Nine Hundred Dollars (\$79,900.00) per year, less all applicable deductions, except as noted below, payable according to the normal and customary payroll schedule of the Borough, which salary was effective as of July 25, 2014. However, the Administrator shall not be eligible to have pension contributions and/or §401(k) contributions taken from his paycheck. Both parties agree to review the performance of the Administrator as it relates to his compensation as Administrator after August 6, 2015. Any such increases shall be done by an

action of the Mayor and Borough Council and an amendment to this Agreement. If the Administrator does not work a full calendar year for the Borough, he shall be entitled to a pro-rata share of the annual salary, based on the number of pay periods worked as the Administrator.

**5. Hours of Employment.** The Administrator shall devote at least forty (40) hours per week to work in his duties as Administrator in Hightstown. This shall be exclusive of any and all governing body and other evening meetings which the Administrator shall either have to attend or be asked to attend.

**6. Health Benefits.** The Administrator shall receive Borough paid health benefits for himself and his spouse once he has qualified to receive such under the Borough's insurance plan. Since he is a new employee hired on or after June 28, 2011, the Administrator shall be required to pay a health care contribution pursuant to Ch. 78, P.L. 2011, commencing at Level 4 (100% premium contribution percentages).

**7. Non Applicability of Overtime.** The Administrator and the Borough agree that the Administrator position is an exempt position from any maximum hour requirements found under State or Federal law and, accordingly, the Administrator will not be paid any overtime or any extra compensation above that explicitly stated in this Agreement.

**8. Paid Leave Days.** The Administrator shall receive the allotment of paid leave days as stated in the Borough's Personnel Policy Manual, as amended from time to time, commensurate with the Administrator's years of service with the Borough, for holidays, vacation leave, bereavement leave, jury leave and/or personal leave. Such leave will be subject to the conditions found in the respective sections of the Borough Personnel Policy Manual to the extent that those conditions apply to the position of the Administrator. The Administrator will receive any other leave, such as Family Leave (State), Family Medical Leave (Federal) and military leave, as provided by law.

**9. Professional Development.** Subject to the prior written approval of the Mayor, the Administrator will be permitted time off and the reimbursement of expenses (where and if applicable) for professional development and/or attendance at conferences and training seminars, conducted by the New Jersey League of Municipalities, and other seminars and conferences conducted by other agencies/entities. Time off for such activities shall be paid for by the Borough if, and only if, the Administrator's attendance is requested or approved, in writing and in advance, by the Borough. However, if the Administrator's attendance is not requested or

approved, in writing and in advance, by the Borough, then the Administrator's attendance shall be without pay or the use of paid leave from the Borough.

**10. Reimbursement of Expenses.** Subject to the prior written approval of the Mayor, the Administrator shall be reimbursed for all reasonable expenses incurred specifically on behalf of the Borough. Mileage for any official trips outside the Borough of Hightstown shall be compensated at the applicable IRS rates. Commuting to and from work and intra-Borough travel are excluded. Receipts and proof of expenses shall be submitted monthly in writing to the Borough, with all required backup.

**11. Termination of Agreement.** The Borough may terminate this Agreement at any time prior to the provisions of Section 2 herein and the employment of the Administrator, pursuant to the provisions of N.J.S.A. 40A:9-138 and Borough ordinances, shall be terminated as per this Paragraph.

**12. Termination by Employee.** The Administrator shall provide a minimum of thirty (30) calendar days' notice of his intention to resign from the position of Administrator and shall assist the Borough in any transition work required to assist a replacement Administrator.

**13. Non-applicability of other Policies/Agreements.**

A. The Administrator agrees and acknowledges that the following below are not applicable to his position, except as noted in §B below:

- (1) The Hightstown Borough Code;
- (2) The Hightstown Borough Personnel Policy Manual; and,
- (3) Any collective bargaining agreement between the Borough and any recognized bargaining group/association.

B. However, if either the Borough Code or the Borough Personnel Policy Manual specifically address the position of Administrator and such specific language does not contradict the language of this Agreement, these specific language shall apply. Otherwise, the provisions of this Agreement shall control.

**14. Entire Agreement.** This Agreement contains the sole and entire Agreement between the Administrator and the Borough and shall supersede any and all other Agreements between the Administrator and the Borough as it relates to the position of Administrator. There are no agreements, representations and/or warranties, whether they be express or implied, except as set forth in this Agreement. This Agreement may not be canceled, changed, modified or amended orally. No change, modification or amendment hereof shall be effective or binding unless in a

written instrument signed by the Administrator and the Borough. Cancellation of this Agreement can occur at any time pursuant to law.

**15. Waiver.** No waiver of any provision of this Agreement shall be valid unless in writing and signed by the person or party against whom the same is applicable.

**16. Controlling Law.** All of the terms, conditions and other provisions of this Agreement shall be interpreted and governed by the laws of the State of New Jersey.

**17. Interpretation and Severability.** If any term or provision of this Agreement shall, to any extent, be deemed invalid or unenforceable by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby and each remaining term and provision of this Agreement should be valid and enforceable to the extent permitted by law.

IN WITNESS WHEREOF, the parties have hereto, by the signatures of their duly authorized representatives and officers, executed this Agreement on the dates set forth herein.

ATTEST:

HENRY UNDERHILL

\_\_\_\_\_  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Henry Underhill

ATTEST:

BOROUGH OF HIGHTSTOWN

\_\_\_\_\_  
Dated: \_\_\_\_\_

By: \_\_\_\_\_

# Resolution 2015-90

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **APPOINTING A CLASS II SPECIAL OFFICER – RYAN S. BUCK**

**WHEREAS**, the Mayor and Borough Council recognize that there is a need to hire a Class II Special Officer to assist the Police Department with various duties in accordance with the provisions of N.J.S.A. 40A:14-146.8 et. seq.; and,

**WHEREAS**, Lt. Frank Gendron has recommended that Ryan S. Buck of Tinton Falls, New Jersey be appointed as a Class II Special Officer for the Borough of Hightstown Police Department; and,

**WHEREAS**, Ryan S. Buck has completed and passed the required physical and psychological evaluations and background investigation; and

**WHEREAS**, Ryan S. Buck is qualified to serve as a Class II Special Officer and to carry out all of the duties of a Class II Special Officer; as well, if qualified, carry a Borough issued firearm only during his hours of work for the Borough Police Department; and,

**WHEREAS**, Ryan S. Buck shall not be eligible to receive pay and/or time off for any leave (vacation, holiday, sick leave, personal days, etc), shall not be eligible for overtime and shall not be eligible for health benefits from the Borough of Hightstown.

**WHEREAS**, the Borough Council finds it in the best interest of the health, safety and welfare of the residents to appoint Ryan S. Buck as a Class II Special Officer.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Hightstown that Ryan S. Buck is hereby appointed as a Class II Special Officer to assist the Hightstown Police Department, effective March 16, 2015, for the remainder of calendar year 2015.

**BE IT FURTHER RESOLVED** that Ryan S. Buck shall not be eligible for the following: (1) pay and/or time off for any leave (vacation, holiday, sick leave, personal days, etc); (2) overtime (whether in pay and/or compensatory time off); and, (3) health/insurance benefits of any kind from the Borough of Hightstown.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-91

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING REQUEST FOR PROPOSALS FOR A GRANT WRITER**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Purchasing Agent is hereby authorized to prepare and advertise a Request for Proposals for a Grant Writer for the Borough of Hightstown, and that the Borough is authorized to receive same after proper advertisement.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-92

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**AUTHORIZING PARTICIPATION IN THE CLASSIC TOWNS OF GREATER  
PHILADELPHIA INITIATIVE (CTGP) WITH THE DELAWARE VALLEY  
REGIONAL PLANNING COMMISSION (DVRPC)**

**WHEREAS**, the Delaware Valley Regional Planning Commission's (DVRPC) Classic Towns of Greater Philadelphia (CTGP) initiative is a cooperative marketing program that aims to promote the region's developed municipalities and neighborhoods as a great place to live, work and play; and

**WHEREAS**, the CTGP is committed to the growth, revitalization, and support of the region's older communities; and

**WHEREAS**, the CTGP promotes the inherent benefits of choosing to locate in developed communities with a large regional campaign that will be sustained over a long period of time and provides tools and training needed to launch local marketing campaigns; and

**WHEREAS**, participation in the CTBG provides invitation-only workshops, priority ranking for TCDI planning grants, and events focused on community marketing; and

**WHEREAS**, the Hightstown Historic Preservation Commission (HPC) has requested that Hightstown Borough join the CTBG and will serve as the Liaison to the organization; and

**WHEREAS**, participation in the CTBG will not be at the expense of the Borough Taxpayer; and

**WHEREAS**, that Borough Council finds that participation in the CTBG will be a benefit to the Borough and its residents.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown authorizes Hightstown Borough's participation in Delaware Valley Regional Planning Commission's (DVRPC) Classic Towns of Greater Philadelphia (CTGP) initiative and authorizes the appropriate Borough Officials to execute the documentation that may be necessary to effectuate and maintain the Borough's participation in the CTGP.

**BE IT FURTHER RESOLVED** that the Historic Preservation Commission of Hightstown Borough shall serve as the Borough's Liaison to the organization.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-93

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**SUPPORTING THE USE OF A “NO PASSING ZONE”  
ON ROUTE 33 IN HIGHTSTOWN BOROUGH AS RECOMMENDED  
BY THE NEW JERSEY DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the New Jersey Department of Transportation (NJDOT) recently completed a traffic investigation on Route 33 in the Borough of Hightstown; and

**WHEREAS**, the NJDOT investigation revealed the current centerline pavement markings on Route 33 meet and conform to design standards; and

**WHEREAS**, NJDOT will update existing records to reflect current No Passing Zone conditions along New Jersey Route 33.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown, of the County of Mercer in the State of New Jersey, that it supports the use of a “No Passing Zone” on Route 33 in Hightstown Borough as recommended by the New Jersey Department of Transportation.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be sent to the New Jersey Department of Transportation as requested.

#### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk



## State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600

CHRIS CHRISTIE  
*Governor*

JAMIE FOX  
*Commissioner*

KIM GUADAGNO  
*Lt. Governor*

February 24, 2015

Debra L. Sopronyi, Clerk  
156 Bank Street  
Hightstown, New Jersey 08520



**No Passing Zone**  
Route NJ 33  
Hightstown Borough  
Mercer County

Dear Ms. Sopronyi:

This is in reference to an investigation by the New Jersey Department of Transportation to inventory the existing centerline markings along Route NJ 33, in the Borough of Hightstown, County of Mercer.

Staff of the Bureau of Traffic Engineering (BTE) has completed an investigation. Based on this investigation, the existing centerline markings are in compliance with current design standards. Therefore, the existing centerline markings along Route NJ 33 will remain as is.

Although the centerline markings will not change, NJDOT will still need to update our records. In order to do so, these updates must be legally established as "No Passing Zones" requiring a Traffic Regulation Order (TRO). An initial step in the TRO process is to receive a Resolution of Support (Concurrence) from the municipal governing body. The New Jersey Department of Transportation now requests that the Resolution of Concurrence be submitted **within 90 days**. Enclosed is a sample for your use.

Once this office is in receipt of the certified adopted Resolution of Concurrence from the Hightstown Borough governing body, a Traffic Regulation Order will be promulgated.

Should you have any questions, please feel free to contact Robert Smetanka, Principal Traffic Investigator, at 609-530-2657.

Sincerely,

Michael E. Mihalic  
Supervisor, Traffic Investigations  
Bureau of Traffic Engineering

enc.

# Resolution 2015-94

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AMENDING RESOLUTION 2015-78**

**WHEREAS**, the Borough Council adopted resolution 2015-78 on February 17, 2015; and

**WHEREAS**, resolution 2015-78 designated April 25, 23015 as Arbor Day in the Borough; and

**WHEREAS**, due to circumstances beyond the Borough's control, the date for Arbor Day celebrations in the Borough must be revised to be held on April 18, 2015; and

**WHEREAS**, the Borough Council find it in the best interest of the Borough to amend the date designated as Arbor Day in the Borough of Hightstown to be April 18, 2015.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that resolution 2015-78 is hereby amended to change the date designated as **ARBOR DAY** in the Borough of Hightstown to be Saturday, April 18, 2015.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

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Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-95

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING AN EXTENSION TO THE RENEWED SHARED SERVICES AGREEMENT WITH EAST WINDSOR TOWNSHIP FOR EMERGENCY MEDICAL SERVICES**

**WHEREAS**, with the adoption of Resolution 2013-153 on July 1, 2013, the Borough Council approved a Shared Services Agreement with the Township of East Windsor for the provision of Emergency Medical Services for the period July 1, 2013 through June 30, 2014; and

**WHEREAS**, Resolution 2014-157 renewed the agreement through March 31, 2015; and

**WHEREAS**, the parties desire to extend the agreement to continue the provision of Emergency Medical Services to the Borough by the Township of East Windsor through May 31, 2015; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

**WHEREAS**, the Borough's net share of costs for these services, by the terms of the agreement, will be One Thousand Seven Hundred Fifty Dollars (\$1,750.00) for the extended 2-month period; and

**WHEREAS**, it is the intention of the Mayor and Council to provide adequate funding for this expenditure in the 2015 budget;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown as follows:

1. The extension of the Shared Services Agreement with the Township of East Windsor for Emergency Medical Services for the period April 1, 2015 through May 31, 2015 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. This extension is contingent upon receipt of a corresponding resolution of authorization from the East Windsor Governing Body.
3. This agreement is approved subject to the provision of adequate funds in the Borough's 2015 budget.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

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Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-96

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **SUPPORTING ASSEMBLY BILL A-1109 WHICH SEEKS TO IMPLEMENT STRICTER RULES AND REGULATIONS FOR ORGANIZATIONS THAT HOUSE AND CARE FOR INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES**

**WHEREAS**, the implementation of Assembly Bill A-1109 (also called “Stephen Komminos’ Law”) would improve protections for individuals with developmental disabilities by providing increased transparency of investigations conducted in connection with an allegation of abuse, neglect or exploitation of individuals with developmental disabilities; and

**WHEREAS**, Assembly Bill A-1109 was created to honor the memory of Stephen Komminos, an individual with developmental disabilities who died at the age of 22 while under the care of a private licensed facility for persons with developmental disabilities in Haddonfield, New Jersey; and

**WHEREAS**, the adoption of Assembly Bill A-1109 provides for six bi-monthly unannounced site visits to be conducted at any facility that houses individuals with developmental disabilities, including but not limited to any public or private agency, organization, or institution providing care to the developmentally disabled; and

**WHEREAS**, upon adoption of Assembly Bill A-1109, the Commission of Human Services or the commissioner’s designee is required to designate members of the public to serve as advocates for individuals with developmental disabilities and staff members of the public to serve as advocates for individuals with developmental disabilities, and staff members from the Special Response Unit in the Department of Human Services to participate in the bi-monthly unannounced visits. A member of a law enforcement agency would also participate in the visits, which would be conducted to determine if the patients/residents of said organization are being subject to abuse, neglect or exploitation by a caregiver; and

**WHEREAS**, this Bill also requires the Commissioner or his/her designee to provide written notification to the guardian or an authorized family member of an individual with a developmental disability receiving services from the Division of Developmental Disabilities, of any injury to the individual with a development disability, as soon as possible, but no later than one hour after the occurrence of the injury; and

**WHEREAS**, a State developmental center and any private licensed facility for individuals with developmental disabilities are to bi-annually host an event in order to provide an opportunity for parents and guardians to share experiences about their family members and wards; and

**WHEREAS**, Assembly Bill A-1109 also amends Public Law 2010, c.5 (C.30:6D-73, et seq.) which established the Central Registry of Offenders Against Individuals with Developmental Disabilities (Central Registry) in DHS to prevent those caregivers who are identified as offenders against individuals with developmental disabilities from working with such individuals in the future; and

**WHEREAS**, this Bill further amends the current law to change from a disorderly persons offense to a fourth degree crime the failure of a case manager or supervisor to report an incident and makes it a third degree, rather than a fourth degree crime, if the unreported incident results in death; and

**WHEREAS**, the confidentiality provisions of the Central Registry law would further be amended to permit records and reports of any investigation to be provided to a guardian or other person responsible for the welfare of the individual with a developmental disability; and

**WHEREAS**, the adoption of Assembly Bill A-1109 is in the best interests of the State of New Jersey, its residents and their families.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Hightstown that the Borough supports the adoption of A-1109, which would implement stricter rules and regulations for organizations that house and care for individuals with developmental disabilities; and

**BE IT FURTHER RESOLVED**, that we urge our State Senator and our representatives in the General Assembly to join as co-sponsors of A-1109; and

**BE IT FURTHER RESOLVED**, that copies of this Resolution be forwarded to the Honorable Governor Chris Christie, our District Representatives and the New Jersey State League of Municipalities.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

---

Debra L. Sopronyi  
Borough Clerk

ASSEMBLY COMMITTEE SUBSTITUTE FOR  
**ASSEMBLY, No. 1109**

**STATE OF NEW JERSEY**  
**216th LEGISLATURE**

ADOPTED SEPTEMBER 11, 2014

**Sponsored by:**

**Assemblywoman VALERIE VAINIERI HUTTLE**

**District 37 (Bergen)**

**Assemblyman GARY S. SCHAER**

**District 36 (Bergen and Passaic)**

**Assemblywoman GABRIELA M. MOSQUERA**

**District 4 (Camden and Gloucester)**

**Assemblyman CARMELO G. GARCIA**

**District 33 (Hudson)**

**Assemblywoman CLEOPATRA G. TUCKER**

**District 28 (Essex)**

**Assemblyman JAMEL C. HOLLEY**

**District 20 (Union)**

**Co-Sponsored by:**

**Assemblyman Diegnan, Assemblywomen Lampitt, Schepisi, Assemblyman Auth, Assemblywomen Simon, N.Munoz, Assemblymen S.Kean, Rumana, Mukherji, Benson, Assemblywoman Watson Coleman, Assemblymen Gusciora, Lagana, Fiocchi, Singleton, Wolfe, Coughlin and Danielsen**

**SYNOPSIS**

Provides protections for individuals with developmental disabilities through accountability and transparency; designated as "Stephen Komninos' Law."

**CURRENT VERSION OF TEXT**

Substitute as adopted by the Assembly Human Services Committee.

(Sponsorship Updated As Of: 2/24/2015)

ACS for **A1109** VAINIERI HUTTLE, SCHAER

2

1 **AN ACT** concerning individuals with developmental disabilities,  
 2 designated as Stephen Komninos' Law, supplementing Title 30  
 3 of the Revised Statutes, and amending P.L.2010, c.5.

4  
 5 **BE IT ENACTED** by the Senate and General Assembly of the State  
 6 of New Jersey:

7  
 8 1. (New section) The Commissioner of Human Services, or the  
 9 commissioner's designee, shall designate employees of the  
 10 Department of Human Services, who are not employees of a State  
 11 developmental center but may be case managers employed by the  
 12 department or an agency under contract with the department, as  
 13 applicable, to conduct at least three unannounced site visits  
 14 annually to randomly check whether the individuals with  
 15 developmental disabilities who are receiving services from a  
 16 program, facility, or living arrangement licensed or funded by the  
 17 department, other than a community care residence which is subject  
 18 to visits pursuant to section 7 of P.L.2012, c.69 (C.30:6D-5.13), are  
 19 at risk of, or are being subjected to, abuse, neglect, or exploitation  
 20 by a caregiver, and report the same pursuant to section 3 of  
 21 P.L.2010, c.5 (C.30:6D-75).

22  
 23 2. (New section) a. The Commissioner of Human Services, or  
 24 the commissioner's designee, shall designate staff to notify the  
 25 guardian or authorized family member of an individual with a  
 26 developmental disability receiving services from a program,  
 27 facility, community care residence, or living arrangement licensed  
 28 or funded by the department of any physical injury to the individual  
 29 with a developmental disability, as soon as possible, but no later  
 30 than 24 hours after the occurrence of the injury.

31 b. A provider or licensee, as applicable, of a program, facility,  
 32 community care residence, or living arrangement licensed or funded  
 33 by the department shall notify the guardian or authorized family  
 34 member of an individual with a developmental disability receiving  
 35 services from the provider or licensee of any physical injury to the  
 36 individual with a developmental disability as soon as possible, but  
 37 not more than two hours after the occurrence of the injury, unless  
 38 there is an extraordinary circumstance which prevents such  
 39 notification in which case the provider or licensee shall notify the  
 40 guardian or authorized family member as soon as possible, but not  
 41 more than eight hours after the occurrence of the injury.

42 c. Notifications pursuant to this section shall be in person, or  
 43 by telephone, and other electronic means shall be used to follow up  
 44 the telephoned notification.

45 d. As used in this section "authorized family member" means a

**EXPLANATION** – Matter enclosed in bold-faced brackets **[thus]** in the above bill is not enacted and is intended to be omitted in the law.

Matter underlined thus is new matter.

## ACS for A1109 VAINIERI HUTTLE, SCHAER

3

1 relative of the individual with a developmental disability authorized  
2 by the individual's guardian, or by the individual if the individual is  
3 his own guardian, to receive information pursuant to this section.

4  
5 3. (New section) Within 48 hours of receipt of a report of an  
6 incident involving physical injury, or abuse or neglect as those  
7 terms are defined in section 2 of P.L.2010, c.5 (C.30:6D-74), in a  
8 program, facility, community care residence, or living arrangement  
9 licensed or funded by the Department of Human Service for an  
10 individual with a developmental disability, the Commissioner of  
11 Human Services shall send an employee of the department, who is  
12 not an employee of a State developmental center but may be a case  
13 manager employed by the department or an agency under contract  
14 with the department, as applicable, to the location of the reported  
15 incident to verify the level of severity of the incident.

16  
17 4. Section 2 of P.L.2010, c.5 (C.30:6D-74) is amended to read  
18 as follows:

19 2. As used in this act:

20 "Abuse" means wrongfully inflicting or allowing to be inflicted  
21 physical abuse, sexual abuse, or verbal or psychological abuse or  
22 mistreatment by a caregiver upon an individual with a  
23 developmental disability.

24 "Authorized family member" means a relative of the individual  
25 with a developmental disability authorized by the individual's  
26 guardian, or by the individual if the individual is his own guardian,  
27 to receive information pursuant to P.L.2010, c.5 (C.30:6D-73 et  
28 seq.).

29 "Caregiver" means a person who receives State funding, directly  
30 or indirectly, in whole or in part, to provide services or supports, or  
31 both, to an individual with a developmental disability; except that  
32 "caregiver" shall not include an immediate family member of a  
33 person with a developmental disability.

34 "Central registry" means the Central Registry of Offenders  
35 Against Individuals with Developmental Disabilities established  
36 pursuant to **[this act]** P.L.2010, c.5 (C.30:6D-73 et seq.).

37 "Commissioner" means the Commissioner of Human Services.

38 "Department" means the Department of Human Services.

39 "Developmental disability" means developmental disability as  
40 defined in section 3 of P.L.1977, c.82 (C.30:6D-3).

41 "Exploitation" means the act or process of a caregiver using an  
42 individual with a developmental disability or his resources for  
43 another person's profit or advantage.

44 "Intimate parts" means the following body parts of a person:  
45 sexual organs, genital area, anal area, inner thigh, groin, buttock, or  
46 breast.

## ACS for A1109 VAINIERI HUTTLE, SCHAER

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1 "Lewdness" means the exposing of the genitals for the purpose  
2 of arousing or gratifying the sexual desire of a caregiver or an  
3 individual with a developmental disability, or any flagrantly lewd  
4 and offensive act which the caregiver knows or reasonably expects  
5 is likely to be observed by an individual with a developmental  
6 disability.

7 "Neglect" shall consist of any of the following acts by a  
8 caregiver on an individual with a developmental disability: willfully  
9 failing to provide proper and sufficient food, clothing, maintenance,  
10 medical care, or a clean and proper home; or failure to do or permit  
11 to be done any act necessary for the well-being of an individual  
12 with a developmental disability.

13 "Physical abuse" means a physical act directed at an individual  
14 with a developmental disability by a caregiver of a type that causes  
15 one or more of the following: pain, injury, anguish, or suffering.  
16 Such acts include, but are not limited to, the individual with a  
17 developmental disability being kicked, pinched, bitten, punched,  
18 slapped, hit, pushed, dragged, or struck with a thrown or held  
19 object.

20 "Sexual abuse" means an act or attempted act of lewdness, sexual  
21 contact, or sexual penetration between a caregiver and an individual  
22 with a developmental disability. Any form of sexual contact or  
23 activity between a caregiver and an individual with a developmental  
24 disability, absent marriage, domestic partnership, or civil union, is  
25 sexual abuse, regardless of whether the individual with a  
26 developmental disability gives consent or the caregiver is on or off  
27 duty.

28 "Sexual contact" means an intentional touching by a caregiver or  
29 individual with a developmental disability, either directly or  
30 through clothing, of the intimate parts of the individual with a  
31 developmental disability or the caregiver for the purpose of  
32 sexually arousing or sexually gratifying the caregiver. Sexual  
33 contact of the caregiver with himself must be in view of the  
34 individual with a developmental disability whom the caregiver  
35 knows to be present.

36 "Sexual penetration" means vaginal intercourse, cunnilingus,  
37 fellatio, or anal intercourse between a caregiver and an individual  
38 with a developmental disability or insertion of the hand, finger, or  
39 object into the anus or vagina, either by the caregiver or upon the  
40 caregiver's instruction.

41 "Verbal or psychological abuse or mistreatment" means any  
42 verbal or non-verbal act or omission by a caregiver that inflicts one  
43 or more of the following: emotional harm; mental distress; or  
44 invocation of fear, humiliation, intimidation, or degradation to an  
45 individual with a developmental disability. Examples include, but  
46 are not limited to: bullying; ignoring need; verbal assault; use of

## ACS for A1109 VAINIERI HUTTLE, SCHAER

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1 racial or ethnic slurs; or intimidating gestures, such as shaking a fist  
2 at an individual with a developmental disability.

3 (cf: P.L.2010, c.5, s.2)

4

5 5. Section 3 of P.L.2010, c.5 (C.30:6D-75) is amended to read  
6 as follows:

7 3. a. (1) A case manager or case manager's supervisor in the  
8 department, a person employed or volunteering in a program,  
9 facility, community care residence, or living arrangement licensed  
10 or funded by the department, a person conducting an unannounced  
11 site visit pursuant to section 1 of P.L. , c. (C. ) (pending  
12 before the Legislature as this bill), or a person providing  
13 community-based services with indirect State funding to a person  
14 with a developmental disability, as applicable, having reasonable  
15 cause to believe that an individual with a developmental disability  
16 has been subjected to abuse, neglect, or exploitation by a caregiver  
17 shall report the same immediately to the department by telephone or  
18 otherwise, and if appropriate the department shall notify, as soon as  
19 possible but no later than 24 hours after the occurrence of the abuse,  
20 neglect, or exploitation, the guardian or authorized family member  
21 of the individual with a developmental disability who was the  
22 subject of the abuse, neglect, or exploitation.

23 (2) Such report, where possible, shall contain the name and  
24 address of the individual with a developmental disability and the  
25 caregiver responsible for the care, custody, or control of the  
26 individual with a developmental disability, and the guardian, or  
27 other person having custody and control of the individual and, if  
28 known, the condition of the individual with a developmental  
29 disability, the nature and possible extent of the individual's injuries,  
30 maltreatment, abuse, neglect or exploitation, including any evidence  
31 of previous injuries, maltreatment, abuse, neglect, or exploitation,  
32 and any other information that the person believes may be helpful  
33 with respect to the injuries, maltreatment, abuse, neglect, or  
34 exploitation of the individual with a developmental disability and  
35 the identity of the alleged offender.

36 b. Within the department, the commissioner shall:

37 (1) maintain a unit to receive and prioritize such reports **[,];**

38 (2) provide for verification of the unit's prioritization of the  
39 reports by sending an employee or case manager to the appropriate  
40 location within 48 hours to verify the level of severity of the report,  
41 pursuant to section 3 of P.L. , c. (C. )(pending before the  
42 Legislature as this bill);

43 (3) initiate appropriate responses through timely and appropriate  
44 investigative activities **[,];**

45 (4) alert appropriate staff **[,];** and

## ACS for A1109 VAINIERI HUTTLE, SCHAER

6

1       (5) ensure that findings are reported in a uniform and timely  
2 manner.

3       c. (1) A person employed or volunteering in a program,  
4 facility, community care residence, or living arrangement licensed  
5 or funded by the department, or a person providing community-  
6 based services with indirect State funding to a person with a  
7 developmental disability, as applicable, who fails to report an act of  
8 abuse, neglect, or exploitation against an individual with a  
9 developmental disability while having reasonable cause to believe  
10 that such an act has been committed, is a disorderly person.

11       (2) A case manager or case manager's supervisor in the  
12 department who fails to report an act of abuse, neglect, or  
13 exploitation of an individual with a developmental disability while  
14 having reasonable cause to believe that such an act has been  
15 committed, shall be guilty of a **[disorderly person's offense]** crime  
16 of the fourth degree, unless the abuse, neglect, or exploitation  
17 results in the death of an individual with a developmental disability,  
18 in which case the case manager or case manager's supervisor shall  
19 be guilty of a crime of the **[fourth]** third degree.

20       d. In addition to any penalty imposed pursuant to this section, a  
21 person convicted under this section shall be subject to a penalty in  
22 the amount of \$350 for each day that the abuse, neglect, or  
23 exploitation was not reported, payable to the Treasurer of the State  
24 of New Jersey, which shall be used by the department to fund the  
25 provision of food and care to individuals with developmental  
26 disabilities residing in community care residences.

27       e. A case manager or case manager's supervisor who is charged  
28 with failure to report an act of abuse, neglect, or exploitation of an  
29 individual with a developmental disability while having reasonable  
30 cause to believe that such an act has been committed, shall be  
31 temporarily reassigned to duties that do not involve contact with  
32 individuals with developmental disabilities or other vulnerable  
33 populations and shall be terminated from employment if convicted.

34       In the case of a case manager or case manager's supervisor who  
35 is employed by the department, the case manager or supervisor shall  
36 retain any available right of review by the Civil Service  
37 Commission.

38 (cf: P.L.2012, c.69, s.9)

39

40       6. Section 4 of P.L.2010, c.5 (C.30:6D-76) is amended to read  
41 as follows:

42       4. a. Upon receipt of a report pursuant to section 3 of **[this**  
43 **act]** P.L.2010, c.5 (C.30:6D-75), the department shall designate an  
44 entity, as established by the commissioner, that shall immediately  
45 take such action as shall be necessary to ensure the safety of the  
46 individual with a developmental disability and to that end may

## ACS for A1109 VAINIERI HUTTLE, SCHAER

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1 request appropriate assistance from local and State law enforcement  
2 officials or contact Adult Protective Services to provide assistance  
3 in accordance with the provisions of P.L.1993, c.249 (C.52:27D-  
4 406 et seq.). The guardian of the individual with a developmental  
5 disability also shall be authorized to request appropriate assistance  
6 from local and State law enforcement officials.

7 b. The commissioner shall adopt rules and regulations  
8 necessary to provide for an investigation of a reported incident and  
9 subsequent substantiation or non-substantiation of an allegation of  
10 abuse, neglect, or exploitation of an individual with a  
11 developmental disability by a caregiver, **[by]** which shall include:  
12 (1) maintaining a Special Response Unit to investigate serious  
13 unusual incidents, as defined by applicable rules and regulations, in  
14 facilities or community programs licensed, contracted, or regulated  
15 by the department and a unit to investigate incidents that occur in  
16 State developmental centers; and (2) providing an opportunity for a  
17 guardian or authorized family member to submit information to  
18 facilitate an investigation and to represent the individual and be  
19 informed of the progress of the investigation. During its  
20 investigation of an allegation of abuse, neglect, or exploitation of an  
21 individual with a developmental disability by a caregiver, the  
22 Special Response Unit or the unit designated to investigate  
23 incidents that occur in a State developmental center, as applicable,  
24 shall make a good faith effort to notify the caregiver of the  
25 possibility of the caregiver's inclusion on the registry, and give the  
26 caregiver an opportunity to respond to the department concerning  
27 the allegation. A guardian of an individual with a developmental  
28 disability, upon request, may be permitted to attend or observe the  
29 investigation, unless the attendance or observation would impede  
30 the investigation.

31 c. The Special Response Unit, the department, or other  
32 investigating entity shall forward to the commissioner, or the  
33 commissioner's designee, a substantiated incident of abuse, neglect,  
34 or exploitation of an individual with a developmental disability for  
35 inclusion of an offending caregiver on the central registry. The  
36 Special Response Unit, the department, or other investigating entity  
37 shall also forward to the commissioner, or the commissioner's  
38 designee, all unsubstantiated incidents of abuse, neglect, or  
39 exploitation of an individual with a developmental disability. As  
40 soon as possible, and no later than 14 days after receipt of the  
41 incident of abuse, neglect, or exploitation, the commissioner or the  
42 commissioner's designee shall review the incident. The offending  
43 caregiver of a substantiated incident shall be included on the central  
44 registry as expeditiously as possible. The Special Response Unit  
45 shall retain a record of all unsubstantiated incidents.

46 d. Upon the initiation of an investigation, the department shall:  
47 (1) ensure that any communication concerning the alleged abuse,

## ACS for A1109 VAINIERI HUTTLE, SCHAER

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1 neglect, or exploitation of an individual with a developmental  
 2 disability between a caregiver, case manager of the caregiver, the  
 3 case manager's supervisor, or a person at the appropriate Regional  
 4 Office of the Division of Developmental Disabilities is identified,  
 5 safeguarded from loss or destruction, and maintained in a secure  
 6 location; and (2) contact the Office of the Attorney General, which  
 7 shall determine whether to participate in the investigation.

8 e. The Special Response Unit shall issue a written report of the  
 9 investigation that includes the conclusions of the unit, the rationale  
 10 for the conclusion, and a detailed summary of any communication  
 11 secured pursuant to subsection d. of this section. The report shall  
 12 also include an assessment of the role of any case manager of a  
 13 caregiver or the case manager's supervisor, if applicable, in the  
 14 allegation of abuse, neglect, or exploitation, and a recommendation  
 15 about whether any civil or criminal action should be brought against  
 16 the case manager or supervisor. The report shall be made part of  
 17 the record for review in any civil or criminal proceeding that may  
 18 ensue.

19 A written summary of the conclusions of the investigation shall  
 20 be provided to the guardian or authorized family member of the  
 21 individual with a developmental disability who is the subject of the  
 22 alleged abuse, neglect, or exploitation.

23 f. A licensed provider in another state shall be permitted access  
 24 to the central registry.

25 (cf: P.L.2012, c.69, s.10)

26

27 7. Section 5 of P.L.2010, c.5 (C.30:6D-77) is amended to read  
 28 as follows:

29 5. a. There is established a Central Registry of Offenders  
 30 Against Individuals with Developmental Disabilities in the  
 31 department.

32 b. The commissioner shall adopt rules and regulations that  
 33 define the procedures and standards for inclusion of an offending  
 34 caregiver on the central registry, and for notification of such  
 35 inclusion to the caregiver and to the guardian or authorized family  
 36 member of the individual with a developmental disability who was  
 37 the subject of the abuse, neglect, or exploitation that led to the  
 38 caregiver's inclusion on the central registry. The commissioner or  
 39 the commissioner's designee shall designate staff to notify the  
 40 guardian or authorized family member of the individual of any  
 41 action taken by the department to remediate a condition that may  
 42 have contributed to the occurrence of the abuse, neglect, or  
 43 exploitation of the individual.

44 (1) For inclusion on the central registry in the case of a  
 45 substantiated incident of abuse, the caregiver shall have acted with  
 46 intent, recklessness, or careless disregard to cause or potentially  
 47 cause injury to an individual with a developmental disability.

## ACS for A1109 VAINIERI HUTTLE, SCHAER

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1 (2) For inclusion on the central registry in the case of a  
 2 substantiated incident of neglect, the caregiver shall have acted with  
 3 gross negligence, recklessness, or in a pattern of behavior that  
 4 causes or potentially causes harm to an individual with a  
 5 developmental disability.

6 (3) In the case of a substantiated incident of exploitation, the  
 7 commissioner shall establish a dollar amount for inclusion on the  
 8 central registry.

9 c. The commissioner also shall adopt rules and regulations:

10 (1) necessary to provide for an appeals process, through the  
 11 "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B-1 et  
 12 seq.), of the commissioner's determination to include an alleged  
 13 offending caregiver's name on the central registry. The  
 14 commissioner's determination shall be a final agency decision  
 15 subject to review by the Appellate Division of the Superior Court;

16 (2) concerning the dissemination of information in the central  
 17 registry;

18 (3) that will prohibit persons included on the central registry  
 19 from employment in facilities or programs of the Division of  
 20 Developmental Disabilities in the department and those facilities or  
 21 programs licensed, contracted, or regulated by the department, or  
 22 from providing community-based services with indirect State  
 23 funding to persons with developmental disabilities; and

24 (4) necessary to provide for the removal of a person's name  
 25 from the central registry. A person may apply for removal of his  
 26 name to the commissioner after a period of five years of being  
 27 placed on the central registry. The person shall affirmatively  
 28 demonstrate to the commissioner clear and convincing evidence of  
 29 rehabilitation, using the provisions of P.L.1968, c.282 (C.2A:168A-  
 30 1 et seq.) as a guide.

31 d. The commissioner may adopt rules and regulations that will  
 32 allow bona fide employers serving vulnerable populations to inquire  
 33 of the department if potential or current employees are included on  
 34 the central registry, consistent with federal and State privacy and  
 35 confidentiality laws.

36 e. No information received in the central registry shall be  
 37 considered as a public or government record within the meaning of  
 38 P.L.1963, c.73 (C.47:1A-1 et seq.) or P.L.2001, c.404 (C.47:1A-5 et  
 39 al.).

40 (cf: P.L.2010, c.5, s.5)

41

42 8. Section 6 of P.L.2010, c.5 (C.30:6D-78) is amended to read  
 43 as follows:

44 6. All records of a report made pursuant to **【this act】** section 3  
 45 of P.L.2010, c.5 (C.30:6D-75), all information obtained by the  
 46 department in investigating such reports, and all reports of findings

## ACS for A1109 VAINIERI HUTTLE, SCHAER

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1 forwarded to the central registry pursuant to **【this act】** P.L.2010,  
2 c.5 (C.30:6D-73 et seq.) shall be kept confidential and may be  
3 disclosed only insofar as information is shared with a guardian in  
4 connection with a guardian's attendance or observation of an  
5 investigative interview pursuant to subsection b. of section 4 of  
6 P.L.2010, c.5 (C.30:6D-76) or under circumstances expressly  
7 authorized by rules and regulations promulgated by the  
8 commissioner.

9 The department shall only disclose information that is relevant to  
10 the purpose for which the information is required or is shared in  
11 connection with a guardian's attendance or observation of an  
12 investigative interview pursuant to subsection b. of section 4 of  
13 P.L.2010, c.5 (C.30:6D-76); except that the department shall not  
14 disclose information which would likely endanger the life, safety,  
15 or physical or emotional well-being of an individual with a  
16 developmental disability or the life or safety of any other person, or  
17 which may compromise the integrity of a department investigation,  
18 civil or criminal investigation, or judicial proceeding. If the  
19 department denies access to specific information on this basis, the  
20 requesting entity may seek disclosure through the Superior Court.  
21 Nothing in **【this act】** P.L.2010, c.5 (C.30:6D-73 et seq.) shall be  
22 construed to permit the disclosure of any information deemed  
23 confidential by federal or State law.

24 (cf: P.L.2010, c.5, s.6)

25

26 9. The Commissioner of Human Services, pursuant to the  
27 "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B-1 et  
28 seq.), shall adopt rules and regulations necessary to effectuate the  
29 purposes of this act.

30

31 10. This act shall take effect on the first day of the seventh  
32 month next following the date of enactment, but the Commissioner  
33 of Human Services may take such anticipatory administrative action  
34 in advance thereof as shall be necessary for the implementation of  
35 this act.

# Resolution 2015-97

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING PARTICIPATION IN THE HOUSTON-GALVESTON AREA COUNCIL (H-GAC COOPERATIVE PURCHASING PROGRAM), PURSUANT TO P.L. 2011, C. 139**

**WHEREAS**, The Houston-Galveston Area Council (H-GAC Cooperative Purchasing Program), is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code with the authority to institute a cooperative purchasing program that reduces the cost of goods and services by aggregating the purchasing power of public agencies nationwide pursuant to P.L.2011, c. 139; and

**WHEREAS**, the Borough of Hightstown as a contracting unit, may without advertising for bids, purchase any materials, supplies or equipment entered into on behalf of the Houston-Galveston Area Council (H-GAC), 3555 Timmons Lane, Suite 120, Houston, Texas 77027 pursuant to the provisions of P.L.2011, c. 139 which permits contracting units to use contracts awarded by national or regional cooperative or other states that were competitively bid. The law supplements existing law on the use of such contracts and is intended to provide additional flexibility to local government in the area of procurement; and

**WHEREAS**, the Borough Council desires to enter into a contract with the Houston-Galveston Area Council (H-GAC) and to purchase certain products and services from vendors through the H-GAC Cooperative Purchasing Program, which shall be subject to all the conditions applicable to the the current H-GAC contract; and

**WHEREAS**, the Borough Council authorizes the Borough Administrator and/or Qualified Purchasing Agent to execute any paperwork required to enter into the Houston-Galveston Area Council (H-GAC) and to purchase products and services from the H-GAC Cooperative Purchasing Program contracts.

**WHEREAS**, pursuant to the rules of the Local Finance Board of the State of New Jersey no amount of any contract shall be chargeable until certification of available funds is made and upon receipt of a properly executed purchase order.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown, of the County of Mercer in the State of New Jersey, that the Borough Administrator and/or Qualified Purchasing Agent are authorized to execute the necessary paperwork required to enter into the Houston-Galveston Area Council (H-GAC) and to purchase products and services from the H-GAC Cooperative Purchasing Program contracts.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

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Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-98

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING REFUNDS OF TAX AND WATER/SEWER PAYMENTS**

**WHEREAS**, Mercer St. Warehouse/Bruckner Southern of 2170 Rte. 27, Edison, New Jersey owns the property known as Block 48/Lots 26, 27, 32, 33, 34 and 35 in Hightstown Borough; and

**WHEREAS**, Mercer St. Warehouse/Bruckner Southern erroneously made tax and water/sewer payments for the property known as Block 48/Lot 30 in Hightstown Borough; and

**WHEREAS**, Block 48/Lot 30 is owned by Hightstown Real Estate, LLC of 500 Mercer Street, Hightstown, New Jersey; and

**WHEREAS**, the payer, Mercer St. Warehouse/Bruckner Southern, has requested that a refund in the amount of \$39,052.66 for taxes and \$279.80 for water/sewer be issued for the erroneous payments made for the following:

Taxes paid by Mercer St Warehouse for 2013: \$16,158.50  
Taxes paid by Mercer St Warehouse for 2014: \$22,894.16  
Water/Sewer paid by Mercer St Warehouse for 2014: \$131.70  
Water/Sewer paid by Mercer St Warehouse for 2015: \$148.10

**WHEREAS**, the Tax and Water/Sewer Collector has requested that said erroneously made payments be refunded to Mercer St. Warehouse/Bruckner Southern in the amount of \$39,052.66 for taxes and \$279.80 for water/sewer.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Tax and Water/Sewer Collector and Treasurer are hereby authorized to issue a refund in the amount of \$39,052.66 for taxes and \$279.80 for water/sewer to Mercer St. Warehouse/Bruckner Southern of 2170 Rte. 27, Edison, New Jersey, representing the erroneously made overpayments as set forth herein.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

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Debra L. Sopronyi  
Borough Clerk

# Resolution 2015-99

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on March 16, 2015 directly following the general meeting in the First Aid Building located at 168 Bank Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Shared Services (Various – Police/Dispatch/Court)

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: June 16, 2015 or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 16, 2015.

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Debra L. Sopronyi  
Borough Clerk