

Agenda
Hightstown Borough Council
Workshop Meeting
April 6, 2015
First Aid Building
7:00 PM

PLEASE TURN OFF ALL CELL PHONES DURING YOUR ATTENDANCE AT THIS MEETING TO AVOID SOUNDS/RINGING OR CONVERSATION THAT MAY INTERFERE WITH THE MEETING OR THE ABILITY OF ATTENDEES TO HEAR THE PROCEEDINGS. THANK YOU FOR YOUR COOPERATION.

Meeting called to order by Mayor Lawrence Quattrone.

STATEMENT: 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 provided to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office.

Roll Call

Flag Salute

Approval of the Agenda

Minutes

March 16, 2015 Open Session

March 16, 2015 Executive Session

Public Comment I

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's Recognition

Greenway Walking Bridge Grant

Ordinances

- 2015-02** Final Reading and Public Hearing – An Ordinance Amending and Supplementing Chapter 7, Entitled “Traffic,” to the “Revised General Ordinances of the Borough of Hightstown, New Jersey”
- 2015-03** Final Reading and Public Hearing – An Ordinance to Establish Police Salaries for the Years 2015, 2016, 2017 and 2018
- 2015-04** Final Reading and Public Hearing (By Title Only) – An Ordinance Amending the Borough's Redevelopment Plan Relating to Sub-Area I (Bank Street) Within the Borough of Hightstown
- 2015-05** First Reading and Introduction – An Ordinance Amending and Supplementing Chapter 2, Entitled “Administration,” Section 26, Entitled “Municipal Court,” Sub-Section 6, Entitled “Public Defender; Application Fee” to the “Revised General Ordinances of the Borough of Hightstown, New Jersey”
- 2015-06** First Reading and Introduction – Bond Ordinance Providing a Supplemental Appropriation of \$215,000 for Various Road Improvements in and by the Borough of Hightstown in the County of Mercer, New Jersey, and Authorizing the Issuance of \$215,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

2015-07 First Reading and Introduction – Bond Ordinance Providing for Various Road Improvements in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$619,000 Therefor and Authorizing the Issuance of \$336,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Resolutions

- 2015-100** Authorizing the Payment of Bills
- 2015-101** Authorizing Emergency Temporary Appropriations
- 2015-102** Amending Resolution 2015-47 Appointing and Authorizing an Agreement for Professional Auditor Services – William E. Antonides, Jr., C.P.A., R.M.A.
- 2015-103** Appointing a Crossing Guard – Bryan P. Conlon
- 2015-104** Authorizing Receipt of Bids for Solid Waste Dumpster Service
- 2015-105** Extending a Contract for Solid Waste Dumpster Service – Sakoutis Brothers Disposal, Inc.
- 2015-106** Making and Confirming an Appointment to the Hightstown Borough Environmental Commission

Discussion

COAH
 Snow Removal Parking Ordinance Amendments
 Parking Permits Ordinance
 Hutchinson Street Update
 Tax Abatements for Historic Properties in Need of Extensive Renovation
 Shared Services Agreement – Senior Center (East Windsor)
 Borough Hall Office Summer Hours

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 2015-107

Contract Negotiations – Shared Services (Various – Police/Dispatch/Court)
 (Action will not be taken following executive session)

Adjournment

**Meeting Minutes
Hightstown Borough Council
Regular Meeting
March 16, 2015
7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:00 pm 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; and Carmela Roberts, Borough Engineer.

Mayor Quattrone requested that Resolution 2015-96 be removed from the Consent Agenda and voted on independently.

Councilmember Misiura moved the agenda as amended for approval; Councilmember Hansen seconded.

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

Agenda approved as amended 6-0.

Councilmember Stults moved the January 5, 2015 executive session minutes for approval, Councilmember Kurs seconded.

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

Minutes approved 6-0.

Councilmember Kurs moved the March 2, 2015 executive session minutes for approval; Councilmember Stults seconded.

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

Minutes approved 6-0.

Councilmember Hansen moved the March 2, 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:

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Doug Mair, 536 South Main Street – commented that since the grant was received for the bridge, the previously adopted bond ordinance should be rescinded; inquired as to why the Borough Council discussed the Administrator’s performance and salary in executive session one month before doing the ordinance; noted that his grievance is not with the Administrator’s raise, but with the process.

Lynn Woods, 315 Park Avenue – commented that she visited the new owner of the pizza shop and he is upset with the sign permit fees he had to pay; it is a shame that this is the first contact a new business owner has had with Borough. She suggested that Councilmember Stults discuss the fees with the Planning Board.

Rob Thibault, 504 South Main Street – commented that the newly acquired grants are great news; noted that the Council President referred to ordinance 2-9-7 during her comments at the last meeting, but the resolution was never done; he is disappointed that Council does not know the ordinance and that the public has a right to comment; there is a problem with the process.

Eugene Sarafin, 628 South Main Street – commented that he is thankful that government works in Hightstown, the state and federal government is unproductive; we elect Council to do what is best for the town, and the public must accept that.

Scott Caster, 12 Clover Lane – requested that the podium be moved to face the public so they can hear the comments. Mayor Quattrone stated that it was considered and that comments are directed to Council, not the public. He believes Hightstown has lost the definition of classic and an Association of the Businesses downtown is needed more than membership in the Classic Towns program; the businesses cannot get themselves together, they need the Mayor’s help to organize.

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

Five-Year Projection of Capital Needs

The Borough Engineer reviewed the bid results for the 2013 (Park Avenue, Greeley, and Glen Brook) and 2014 (Hutchinson, Grant and Park Way) road projects which were combined into one bid. She noted that grants in the amounts of \$252,836.00 and \$283,500.00 respectively, were received and that the projects include water and sewer improvements. The low bid is \$1.5M and they were good bids; Council bonded \$589,000.00 for the 2013 project, but the 2014 project has not yet been bonded.

Ms. Roberts reviewed the alternates in the bid noting the difference between high density polyethylene and ductile lines. She also reviewed the deductions that could be taken by reducing the scope of work, however she does not recommend cutting the scope, the project should be completed as bid without deductions.

There was discussion regarding pipes and valves, cost savings, repair cost projections, and the value of savings versus reliability. Mr. Underhill noted that the CFO included a contingency in the bond in case of change orders. The Engineer explained that given the size of the project, when you are doing work underground you never know what unexpected repairs that might be found.

Mr. Lang, CFO, reviewed the bonding needs for the project and gave details pertaining to interest and principal payments that will be due, noting that they will produce a minimal budget impact. Mr. Underhill noted that he is looking for Council’s authorization to have Bond Counsel prepare a bond ordinance for the remainder of the project; it should be introduced at the April 6th meeting. He noted that capital needs will be discussed at the budget meetings.

There was discussion regarding the engineer’s estimate and possible change orders, differences in the three lowest bids, grant funding, and the scope of the project. Council requested that a decision on the bond ordinance be postponed until the budget meeting on March 25th when the CFO can fully detail the Borough’s debt.

Ordinance 2015-02 First Reading and Introduction An Ordinance Amending and Supplementing Chapter 7, Entitled “Traffic,” to the “Revised General Ordinances of the Borough of Hightstown, New Jersey”

Mr. Underhill advised that the Police have recommended that the east side of Rev. Powell Drive be added to the ordinance to allow for emergency vehicles to make the turn off of Reed Street.

Councilmember Kurs moved that section 1 of ordinance 2015-02 be amended as recommended, Councilmember Stults seconded.

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

Ordinance amended 6-0.

Councilmember Hansen moved ordinance 2015-02 for introduction as amended, Councilmember Kurs seconded.

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

Ordinance introduced 6-0, Public hearing to be held on April 6, 2015.

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.

Name of Street	Side	Location
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

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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

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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
<u>Reed Street</u>	<u>North</u>	<u>From Mechanic Street to Rev. Powell Drive</u>
<u>Rev. Poweel Drive</u>	<u>East</u>	<u>From Reed Street to Chamberlin Avenue</u>
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
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(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 "Stop Intersections", 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.

Carmela Roberts, Borough Engineer, departed the meeting at this time.

Ordinance 2015-03 First Reading and Introduction An Ordinance to Establish Police Salaries for the Years 2015, 2016, 2017 and 2018

Councilmember Hansen moved ordinance 2015-03 for introduction, Councilmember Kurs seconded.

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

Ordinance introduced 6-0, Public hearing to be held on April 6, 2015.

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 – Academy - \$42,000.00
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.

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.

Ordinance 2015-04 First Reading and Introduction (By Title Only) An Ordinance Amending the Borough's Redevelopment Plan Relating to Sub-Area 1 (Bank Street) Within the Borough of Hightstown

Councilmember Misiura moved ordinance 2015-04 for introduction, Councilmember Montferrat seconded.

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

Ordinance introduced 6-0, Public hearing to be held on April 6, 2015.

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

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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.

Resolution 2015-84 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 Related Thereto

Councilmember Kurs moved resolution 2015-84, Councilmember Stults seconded.

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

Resolution adopted 6-0.

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 Council.

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.

Resolution 2015-85 Authorization for the Borough Engineer to Prepare and Application for the NJEIT Loan Program

Councilmember Montferrat moved resolution 2015-85, Councilmember Kurs seconded.

Borough Clerk Sopronyi explained that this resolution memorializes the previous verbal approval given by Council; it is required that the Borough Engineer submit a resolution of approval with the application.

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

Resolution adopted 6-0.

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.

Resolution 2015-86 Authorizing Payment of Bills

Councilmember Stults requested that item #A0162 be removed from the bills list and voted on separately.

Councilmember Bluth inquired about a payment in the amount of \$2,922.52 on the manual bills list made to Merino, Guillermo & Carmen. Since it was not immediately known what this payment was for, Councilmember Bluth requested that it be removed from the bills list until the purpose of the payment could be verified.

Councilmember Hansen moved resolution 2015-86 without item A0162 and the payment to Merino, Guillermo & Carmen, Councilmember Stults seconded.

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

Councilmember Bluth moved item A0162 for payment, Councilmember Hansen seconded.

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

Resolution adopted 5-0, with one abstention.

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>\$614,496.23</u>

Consent Agenda – Resolutions 2015-87, 2015-88, 2015-89, 2015-90, 2015-91, 2015-92, 2015-93, 2015-94, 2015-95, 2015-97, 2015-98

Councilmember Bluth moved the consent agenda; Councilmember Stults seconded.

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

Resolutions adopted 6-0.

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Resolution 2015-87
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

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
MEDICAL INSURANCE	Other Expenses	85,000.00
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>

Total Current Fund		<u><u>136,300.00</u></u>
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Water/Sewer	Other Expenses	150,000.00
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Total		<u><u>286,300.00</u></u>
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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:

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<u>Current:</u>	<u>From</u>	<u>To</u>
Financial Administration		
Salaries and Wages	\$ 8,000.00	\$ -
Legal Settlements		
Other Expenses	10,000.00	-
Legal Services and Costs		
Other Expenses		10,000.00
Police		
Salaries and Wages		16,000.00
Other Expenses	10,000.00	
Police Vehicle Purchase		
Other Expenses	1,000.00	
Snow Removal		
Other Expenses		8,000.00
Board of Health		
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	
TOTALS	\$ 40,000.00	\$ 40,000.00

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,

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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.

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.

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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.

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.

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 CTGP 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 CTGP and will serve as the Liaison to the organization; and

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

WHEREAS, that Borough Council finds that participation in the CTGP 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.

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.

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, 2015 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.

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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.

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.

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
March 16, 2015

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.

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.

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Resolution 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

Councilmember Kurs moved Resolution 2015-96; Councilmember Misiura seconded.

Councilmember Misiura stated that while this is a good bill and he would like to support it, he noted discrepancies between the bill and the resolution as written. He recommended that this resolution be tabled until it can be corrected to mimic the details in the bill.

Councilmember Kurs rescinded his motion; Councilmember Misiura rescinded his second.

Councilmember Misiura moved to table resolution 2015-96; Councilmember Stults seconded.

Council members Bluth, Hansen, Kurs, Misiura, Montferrat and Stults voted yes.

Resolution tabled 6-0.

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

Janine Krupa, Hightstown Police Officer – commented that she received a letter from the Mayor dated 2/10/2015 advising that Ms. Garcia had prepared and distributed to Mayor and Council a very thorough and detailed report on her investigation. She continued that this investigation was in response to a specific comment made from me to my supervisor and continued with a written document dated 9/5/2014. She respectfully requested a copy of the report from the investigation. Since her complaint involved issues covered by the U.S. EEOC, by law specific actions and responses are required; for the record she has not received a final interview before the report was written and released to the Mayor and Council; additionally she would like to inform the same Mayor and Council that the reference to the detailed investigation report should have advised that I was interviewed only once and that was on or about October 1, 2014. The actions contained in the document of 9/5/2014 and mentioned in the interview of 10/1/2014 have continued through last week and this past Saturday. I am now forced to place this request directly in front of the appropriate authority of the Borough, and I am now doing so on the record. Please take whatever steps are necessary to end the complained about actions and restore the proper working environment required by law and fairness. Also, since there was no final interview, I have not received back the copies which I provided for the investigation. From recent actions taken, it appears that these copies that I let Ms. Garcia copy, have been shared outside with the investigators and used in violation of the expected confinement granted for such investigations. I await your actions, the return of my copies, and confirmation that no additional copies were made. She then addressed mayor Quattrone, and noted that the letter dated 2/10/15 advising that my superior would be in contact with me regarding an investigation for my immediate supervisor saying “come over here so I can punch you in the face”, do you believe that this is hostile? Don’t you think that this is hostile? What about the officer sleeping on duty that I reported in September? We are now in March and nothing is going on. In the letter dated 2/10/2015, “Based on the investigation Ms. Garcia has determined that there does not appear to be any legal harassment. The investigation revealed that there are some issues that need to be addressed, which are summarized in the report. Her recommendations are as follows and she listed Anti-Harassment, Anti-Discrimination, and Anti-Bullying training. The Borough Administrator will make arrangements for the above training, and Lieutenant Gendron will conduct the investigation. Lieutenant Gendron may be in touch with you to discuss the comment or comments that referred to physical harm, which I understand from the report, involved a comment about being punched in the face.” So, I am asking Council and Mayor that if I have any more problems and allegations, which are hostile and which I have, which I have documented, who do I go to? My supervisor who threatened to punch me in my face? Or the people of my department who are continuing to harass me on a regular basis? Thank you.

Lynn Woods, 315 Park Avenue – made reference to resolution 2015-84 noting that it references a Police Chief, and she does not recommend the hiring of a Police Chief.

Eugene Sarafin – noted that he is confused that the Council is considering making cuts to the road project to save money, it will only cost twice as much to do later; he agrees that Council should know the Borough’s debt, but he does not think they should reduce the project from what was bid.

Scott Caster, 12 Clover Lane – recommended that Council consider the following during their police discussions with East Windsor: retain control, quality of service, and pay a reasonable rate; if negotiations are taking this long, how promptly will we be able to address issues in the future? He then referenced the personnel issues that have been in the papers and commented that Council is accountable for the hiring of Managers.

Doug Mair, 536 South Main St. – commented that the passing of the MOA with the police means that Hightstown will continue to have its own police for the next four years; thank you to the residents who supported the Police Department; if

Council continues to consider outsourcing, it means they did not negotiate the contract in good faith; he hopes Council will now begin looking at a new police facility. He then congratulated Mr. Underhill on his renewed appointment and noted that Council should review his position after August 7, 2015 and not before.

Rob Thibault, 504 South Main Street – commented that he is surprised that Council did not elaborate on ordinance 2015-03 since it means a large savings for taxpayers; inquired as to why the lieutenant is getting a huge increase with all the problems at the police Department and noted that it should be investigated.

Lynn Woods, 315 Park Avenue – commented that when there was a promotion to Sergeant there were no discipline records due to Hurricane Irene, but now Officer Marchione's records have surfaced. How can this be?

Scott Caster, 12 Clover Lane – commented that there was an article in the Trenton Times referencing Henry Underhill and an incident 10 years ago.

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

Mayor/Council/Administrative Comments and Committee Reports

Councilmember Montferrat –thanked the Engineer for writing the grants that the Borough has received; advised that the Historic Preservation Commission meets this Thursday; the Historic Preservation Conference will be held June 4 & 5 and he plans on attending.

Councilmember Misiura – noted that the Board of Health met on March 11th and they are looking for a local kennel for the Animal Control Officer to use, and they have prepared a nuisance ordinance that is presently under Attorney review; the TNR ordinance is being reviewed by the Board of Health and they will submit their comments to the Administrator when their review is complete.

Councilmember Stults – advised that the Planning Board introduced design standards and it is in sub-committee, the standards will assist with renovations downtown and new construction, and will include comments from the Zoning Officer; A-signs are being discussed and they will try to work with businesses; he met with the new deli owner on Ward Street to discuss concerns regarding parking, which will be in the rear of the deli, not at the diner; Council members Stults and Montferrat attended a redevelopment conference; there is a bill in the assembly regarding Liquor Licensing and it could benefit Hightstown.

Councilmember Kurs – noted that resolution 15-90 appointed a Special Officer; new ID cards have been issued to all Borough employees and the Borough Council will be receiving them as well; resolution 15-97 authorized membership in a co-op for equipment purchases that the First Aid and Fire Department can use to purchase the ambulance and fire truck; the Fire Department is in discussion with vendors regarding the fire truck; the First Aid installation is this Wednesday and they are also working with vendors for the ambulance.

Council President Hansen – advised that the Cultural Arts Commission meets this week; she supports the road project but she would like to review the debt prior to authorizing Bond Counsel to prepare a bond ordinance.

Mayor Quattrone – commented that he is excited that there are two new businesses in town and Hightstown received two big grants; we get our share of grants and are working toward a better Hightstown; we are also working toward hiring a grant writer; he is waiting for the official paperwork before having discussion regarding the bridge; while we try to work with businesses, we must maintain control, the problem is getting business owners to utilize the Borough resources available to them; the new contract makes the cost of the police lower and we have hired a Class II Officer; we are working on the parking issues downtown.

Resolution 2015-99 Authorizing a Meeting Which Excludes the Public

Councilmember Hansen moved Resolution 2015-99. Councilmember Misiura seconded.

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

Resolution adopted 6-0.

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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.

Councilmember Stults motioned to adjourn at 10:25 p.m. Councilmember Montferrat 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.

Name of Street	Side	Location
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
<u>Reed Street</u>	<u>North</u>	<u>From Mechanic Street to Rev. Powell Drive</u>
<u>Rev. Poweel Drive</u>	<u>East</u>	<u>From Reed Street to Chamberlin Avenue</u>
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 "Stop Intersections", 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: March 16, 2015

Adopted:

Debra L. Sopronyi
Municipal Clerk

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 – Academy - \$42,000.00
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: March 16, 2015

Adopted:

ATTEST:

Debra L. Sopronyi
Borough Clerk

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: March 16, 2015

Adopted:

ATTEST:

Debra L. Sopronyi
Municipal Clerk

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

PROPERTY OWNERS LIST (As of December 3, 2014)	
BLOCK/LOT	OWNER OF RECORD & MAILING ADDRESS
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

PROPERTY OWNERS LIST (As of December 3, 2014)	
BLOCK/LOT	OWNER OF RECORD & MAILING ADDRESS
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 nd Floor, Hightstown, NJ 08520
33/15 & 16	Eastern Dragon Ocean, Inc., 114 Main St., 2 nd 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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Ordinance 2015-05

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

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2, ENTITLED “ADMINISTRATION,” SECTION 26, ENTITLED “MUNICIPAL COURT”, SUB-SECTION 6, ENTITLED “PUBLIC DEFENDER; APPLICATION FEE” TO THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

WHEREAS, the Municipal Court Administrator has determined that amendments are needed to Chapter 2, Section 26, Sub-Section 6 of 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 Chapter 2, entitled “Administration,” Section 26, entitled “Municipal Court,” Sub-Section 26, entitled “Public Defender; Application fee” of the Revised General Ordinances of the Borough of Hightstown, is hereby amended to read (deletions are shown as ~~cross-outs~~ and additions are shown with underline):

Subsection 2-24.6 Public Defender; Application Fee.

A person applying for representation by the Borough Public Defender shall pay an application fee of ~~one~~ up to two hundred (\$~~100.00~~ 200.00) dollars. The Municipal Court may waive the fee, in whole or in part, if the Court determines, in its discretion, that the application fee represents an unreasonable burden on the person seeking representation. The Municipal Court may permit a person to pay the application fee over a specific period of time, not to exceed four (4) months. (Ord. No. 19-1994; Ord. #1997-36 § 2)

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:

Debra L. Sopronyi
Municipal Clerk

Lawrence D. Quattrone
Mayor

Ordinance 2015-06

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

**BOND ORDINANCE PROVIDING A SUPPLEMENTAL
APPROPRIATION OF \$215,000 FOR VARIOUS ROAD
IMPROVEMENTS IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,
AND AUTHORIZING THE ISSUANCE OF \$215,000 BONDS OR
NOTES OF THE BOROUGH TO FINANCE PART OF THE COST
THEREOF**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the supplemental amount of \$215,000, such sum being in addition to the \$682,000 appropriated (which included a \$252,836 Municipal Aid Grant from the State of New Jersey Department of Transportation (the "State Grant")) therefor by bond ordinance 2013-23 of the Borough, finally adopted November 18, 2015 (the "Original Bond Ordinance"), which includes a. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is being partially funded by the State Grant.

Section 2. In order to finance the additional cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$215,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is various road improvements, including Park Avenue, Greeley Street and Glen Brook Place, as described in the Original Bond Ordinance, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$644,164, including the \$429,164 authorized

by the Original Bond Ordinance and the \$215,000 bonds or bond anticipation notes authorized herein.

(c) The estimated cost of the improvement or purpose is \$897,000, including the \$682,000 appropriated by the Original Bond Ordinance and the \$215,000 appropriated herein.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$215,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$108,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$93,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$15,000 is estimated therefor herein.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the [ARule@](#)) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduced:

Adopted:

Debra L. Sopronyi
Municipal Clerk

Lawrence D. Quattrone
Mayor

Ordinance 2015-07

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

BOND ORDINANCE PROVIDING FOR VARIOUS ROAD IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$619,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$335,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$619,000, including the \$283,500 Grant from the State of Jersey Department of Transportation expected to be received (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is being partially funded by the State Grant.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$335,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is various road improvements, including Park Way, Grant Street and Hutchison Street, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$335,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$95,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or if other than as referred to in Section 1 hereof, to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduced:

Adopted:

Debra L. Sopronyi
Municipal Clerk

Lawrence D. Quattrone
Mayor

Resolution 2015-100

*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 \$ from the following accounts:

Current	\$75,489.83
W/S Operating	66,057.50
General Capital	13,177.95
Water/Sewer Capital	0.00
Grant	0.00
Trust	5,557.19
Housing Trust	0.00
Animal Control	63.80
Law Enforcement Trust	0.00
Housing Rehab Loans	0.00
Unemployment Trust	0.00
Escrow	<u>2,703.75</u>
 Total	 <u>\$163,050.02</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 April 6, 2015.

Debra L. Sopronyi
Borough Clerk

6-April, 2015

To: Mayor and Council

From: Finance Office

Re: Manual Bill List

CURRENT ACCOUNT

	<u>PO #</u>	<u>AMOUNT</u>
Merino, Guillermo & Carmen	15-00295	<u>2,922.52</u>
TOTAL		<u><u>2,922.52</u></u>

MANUAL TOTAL

2,922.52

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
 Range: First to Last Rcvd: Y Held: Y Aprv: N
 Format: Detail without Line Item Notes Bid: Y State: Y Other: Y Exempt: Y

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
A0554 ALL INDUSTRIAL SAFETY PRODUCTS											
	14-02135	11/20/14	NINJA ICE FULLY COATED GLOVES								
	1		NINJA ICE FULLY COATED GLOVES	75.00	4-01-26-305-001-032	B Clothing & Uniforms	R	11/20/14	03/31/15	203869	N
	2		NINJA ICE FULLY COATED GLOVES	75.00	4-01-26-305-001-032	B Clothing & Uniforms	R	11/20/14	03/31/15	203869	N
	3		APPROXIMATE SHIPPING	15.81	4-01-26-305-001-032	B Clothing & Uniforms	R	11/20/14	03/31/15	203869	N
				165.81							
			Vendor Total:	165.81							
A0098 ALTERNATIVE MICROGRAPHICS, INC.											
	15-00374	02/25/15	RECORDS RESTORATION								
	1	INV 27140 1/29/15		48.50	C-04-55-872-001-445	B Cleaning, Freeze Drying, etc	R	02/25/15	03/31/15	27140	N
			Vendor Total:	48.50							
AMERI005 AMERICAN ASPHALT COMPANY, INC											
	15-00339	02/23/15	EZ STREET HIGH PERF. ASPALT								
	1		EZ STREET HIGH PERF. ASPALT	790.00	5-01-26-290-001-127	B Street Repair & Maintenance	R	02/23/15	03/31/15	76191A	N
			Vendor Total:	790.00							
A0107 ANSELL GRIMM & ARRON, PC											
	15-00483	03/16/15	FEBRUARY 2015 LEGAL BILLS								
	1		GENERAL FILE 255185	845.50	5-01-20-155-001-027	B General Matters	R	03/16/15	03/31/15	255185	N
	2		ENGINEERING MATTERS 255186	150.00	5-01-20-155-001-027	B General Matters	R	03/16/15	03/31/15	255186	N
	3		LABOR MATTERS 255187	137.50	5-01-20-155-001-031	B Labor, Personnel & Union Council	R	03/16/15	03/31/15	255187	N
	4		LITIGATION 255188	350.00	5-01-20-155-001-033	B Litigation	R	03/16/15	03/31/15	255188	N
	5		POLICE MATTERS 255190	187.50	5-01-20-155-001-031	B Labor, Personnel & Union Council	R	03/16/15	03/31/15	255190	N
	6		REAL ESTATE LEASE 255189	125.00	5-01-20-155-001-027	B General Matters	R	03/16/15	03/31/15	255189	N
	7		REDEVELOPMENT ISSUES 255191	212.50	5-01-20-155-001-027	B General Matters	R	03/16/15	03/31/15	255191	N
	8		LEASE AGREEMENT 255193	130.00	5-01-20-155-001-027	B General Matters	R	03/16/15	03/31/15	255193	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
A0107 ANSELL GRIMM & ARRON, PC Continued											
	15-00483	03/16/15	FEBRUARY 2015 LEGAL BILLS	Continued							
	9		POLICE DEPT ISSUES 255192	75.00	5-01-20-155-001-031	R	03/16/15	03/31/15		255192	N
				2,213.00							
			Vendor Total:	2,213.00							
A0054 AQUA PRO-TECH LABORATORIES											
	15-00472	03/13/15	INV 5020026M SAMPLES 2/3-2/17								
	1		INV 5020026M SAMPLES 2/3-2/17	618.00	5-09-55-501-002-532	R	03/13/15	03/31/15		5020026M	N
			Vendor Total:	618.00							
ATTWI005 AT&T WIRELESS											
	15-00539	03/26/15	CELL PHONES 2/13-3/12								
	1		POLICE PHONES	232.89	5-01-43-507-001-029	R	03/26/15	03/31/15		287258726345	N
	2		DPW WIRELESS PHONES	244.14	5-01-31-440-001-079	R	03/26/15	03/31/15		287258726345	N
	3		WTP WIRELESS PHONES	181.79	5-09-55-501-003-548	R	03/26/15	03/31/15		287258726345	N
	4		AWWTP WIRELESS PHONES	102.07	5-09-55-501-003-550	R	03/26/15	03/31/15		287258726345	N
	5		AWWTP WIRELESS PHONES	369.02	5-09-55-501-003-550	R	03/26/15	03/31/15		287258726345	N
				391.87							
			Vendor Total:	391.87							
B0076 BERGEY'S TRUCK CENTER											
	15-00497	03/16/15	INV #PM129138R								
	1		INV #PM129138R COOLANT FILTER	9.22	5-01-26-290-001-034	R	03/16/15	04/01/15		PM129138R	N
	2		INV #PM129135R	103.50	5-01-26-290-001-034	R	03/16/15	04/01/15		PM129135R	N
				112.72							
			Vendor Total:	112.72							
B0127 BERRY BUSINESS PROCEDURES CO.											
	15-00418	03/03/15	FOR PAY'T SIGN/RETURN LABELS								
	1		FOR PAY'T SIGN/RETURN LABELS	36.00	5-01-20-125-001-036	R	03/03/15	03/31/15			N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
B0127 BERRY BUSINESS PROCEDURES CO. Continued											
	15-00418	03/03/15	FOR PAY'T SIGN/RETURN LABELS	Continued							
	2		SHIPPING	9.00	5-01-20-125-001-036	B Office Supplies	R	03/03/15	03/31/15		N
				45.00							
			Vendor Total:	45.00							
B0955 BROADVIEW NETWORKS											
	15-00444	03/06/15	INV 15938200 1/28/15-2/27/15								
	1		INV 15938200 1/28/15-2/27/15	1,802.19	5-01-31-440-001-085	B Telephone-Broadview	R	03/06/15	03/31/15	15938200	N
			Vendor Total:	1,802.19							
C0747 CAMPBELL FOUNDRY CO., INC.											
	15-00211	02/09/15	MANHOLE SEALS								
	1		HEAVY DUTY 1202 4" CASTINGS	578.00	5-09-55-501-002-529	B Sewer Main Repair/Supplies	R	02/09/15	03/31/15	229852	N
	2		HEAVY DUTY 1202 8" CASTINGS	578.00	5-09-55-501-002-529	B Sewer Main Repair/Supplies	R	02/09/15	03/31/15	229852	N
	3		MACHINE WORK INV 229965	200.00	5-09-55-501-002-529	B Sewer Main Repair/Supplies	R	03/24/15	03/31/15	INV 229965	N
				1,356.00							
			Vendor Total:	1,356.00							
C0396 CAVANAUGH'S, INC.											
	15-00494	03/16/15	INV #559989, #559990								
	1		INV #559989 PEST CONTROLL	20.00	5-01-26-310-001-029	B Maintenance Contracts	R	03/16/15	04/01/15	559989	N
	2		INV #559990 PEST CONTROLL	20.00	5-01-26-310-001-029	B Maintenance Contracts	R	03/16/15	04/01/15	559990	N
				40.00							
			Vendor Total:	40.00							
C0058 CINTAS CORPORATION #061											
	15-00140	01/30/15	2015 UNIFORM CONTRACT		B						
	7		INV 061725487 DATED 2/6/15	53.35	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/30/15	03/31/15	061725487	N
	8		INV 061729534 DATED 2/13/15	86.75	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/30/15	03/31/15	061729534	N
	9		INV 061733460 DATED 2/20/15	53.35	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/30/15	03/31/15	061733460	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
C0931 CRESTON INC.												
15-00402	03/03/15	15-00402	HYDRAULIC HOSE									
1	INV. 332710-001 - 43 SERIES			54.93	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	03/03/15	03/31/15		332710-001	N
15-00436	03/06/15	15-00436	INV 332813-001									
1	INV 332813-001			42.15	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	03/06/15	03/31/15		332813-001	N
Vendor Total:				97.08								
C0087 CUSTOM BANDAG, INC												
15-00429	03/06/15	15-00429	INV 80091870 DATED 2/24/15									
1	INV 80091870 DATED 2/24/15			23.32	5-09-55-501-002-502	B Vehicle Maintenance	R	03/06/15	03/31/15		80091870	N
Vendor Total:				23.32								
E0576 EAST WINDSOR REGIONAL SCHOOL												
15-00524	03/24/15	15-00524	FEBRUARY 2015 GAS USE									
1	FEBRUARY 2015 GAS- FIRE			486.79	5-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	03/24/15	04/01/15			N
2	FEBRUARY 2015 GAS- POLICE			1,159.34	5-01-31-460-001-145	B Motor Fuel - Police	R	03/24/15	04/01/15			N
3	FEBRUARY 2015 GAS- GARBAGE			537.06	5-01-31-460-001-147	B Motor Fuel - Public Works	R	03/24/15	04/01/15			N
4	FEBRUARY 2015 GAS- STREETS			1,081.52	5-01-31-460-001-147	B Motor Fuel - Public Works	R	03/24/15	04/01/15			N
5	FEBRUARY 2015 GAS- WATER			145.14	5-09-55-501-001-512	B Motor Fuel	R	03/24/15	04/01/15			N
6	FEBRUARY 2015 GAS- SEWER			65.06	5-09-55-501-002-512	B Motor Fuel	R	03/24/15	04/01/15			N
7	FUEL FACILITY ADMIN			120.00	5-01-31-460-001-144	B Upgrades to Fueling Facility	R	03/24/15	04/01/15			N
				3,594.91								
Vendor Total:				3,594.91								
EXETE005 EXETER SUPPLY CO., INC.												
14-02257	12/17/14	14-02257	METER/MODULE/PIPE/FLANGE ASSM									
1	MM-OCTAVE-4 - OCTAVE METER WO			2,269.00	4-09-55-501-001-524	B Meter & Meter Parts	R	12/17/14	03/31/15		318458	N
2	MM-CABLE-ENCODER - OCTAVE			225.00	4-09-55-501-001-524	B Meter & Meter Parts	R	12/17/14	03/31/15		318458	N
3	*F/F-4X0'57/8" - FLANGE X			267.96	4-09-55-501-001-524	B Meter & Meter Parts	R	12/17/14	03/31/15		318458	N
4	FASKB-4 - FLANGE ACCY. SET 4"			44.79	4-09-55-501-001-524	B Meter & Meter Parts	R	12/17/14	03/31/15		318458	N
				2,806.75								
Vendor Total:				2,806.75								

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
F0477 FIREFIGHTER ONE LLC												
	14-02338	12/30/14	INV 141273 FIRETRUCK REPAIRS									
	1	INV 141273	FIRETRUCK REPAIRS	2,351.10	4-01-25-252-002-121	B Preventive Maintenance	R	12/30/14	03/31/15		141273/98425/88	N
	Vendor Total:			2,351.10								
M0714 GENSERVE, INC.												
	15-00403	03/03/15	WTP GENERATOR CONTRACTUAL SERV									
	1	INV. 0084635	- ER SERVICE CALL	510.00	5-09-55-501-001-502	B Vehicle Maintenance	R	03/03/15	03/31/15		0084635	N
	Vendor Total:			510.00								
G0171 GEORGE E. CONLEY ELECTRIC												
	15-00406	03/03/15	ELECTRICAL WORK									
	1	INV. 22505	- ADJUSTED FLOATS	330.00	4-01-26-310-001-199	B Miscellaneous	R	03/03/15	03/31/15		22505	N
	2	INV. 22672	- PULLED OUT BROKEN	1,975.23	5-01-26-290-001-127	B Street Repair & Maintenance	R	03/03/15	03/31/15		22672	N
	3	INV. 22686	- CHECKED MOTORS	440.00	5-09-55-501-001-503	B Water Plant Maintenance	R	03/03/15	03/31/15		22686	N
				<u>2,745.23</u>								
	Vendor Total:			2,745.23								
G1077 GEORGE S. COYNE CO., INC.												
	14-00269	02/21/14	ENDIMAL BLANKET 2014		B							
	9	ENDIMAL INV 206541	12/16/14	1,909.05	4-09-55-501-002-547	B Odor Control	R	08/19/14	03/31/15		206541	N
	15-00352	02/24/15	RES 2015- ZETA LYTE 8849FS		B							
	2	INV 208465	ZETAG 8849FS	2,120.77	5-09-55-501-002-544	B Zetag 8849 FS - George S. Coyne Co.,Inc.	R	02/24/15	03/31/15		208465	N
	3	INV 209768	ZETAG 8849FS	2,120.77	5-09-55-501-002-544	B Zetag 8849 FS - George S. Coyne Co.,Inc.	R	02/24/15	03/31/15		209768	N
				<u>4,241.54</u>								
	15-00387	03/02/15	SUPERFLOC A-1883RS									
	1	SUPERFLOC A-1883RS		2,285.64	5-09-55-501-002-554	B ZETA LYTE 1A POLYMER	R	03/02/15	03/31/15		207545	N
	Vendor Total:			8,436.23								

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
G0115 GILMARTIN, ROBERT D.												
	15-00416	03/03/15	BOARD OF HEALTH MEETING 3/11									
	1		BOARD OF HEALTH MEETING 3/11	93.00	5-01-27-330-001-039	B Recording Secty.	R	03/03/15	03/31/15		MARCH 11, 2015	N
	Vendor Total:			93.00								
G0038 GOLD TYPE BUSINESS MACHINE												
	15-00489	03/16/15	INFO COP ANNUAL RENEWAL									
	1		INFO COP ANNUAL RENEWAL	2,362.50	5-01-43-507-001-029	B Maint. Contracts - Other	R	03/16/15	03/31/15		6003	N
	Vendor Total:			2,362.50								
G0181 GRIFFITH ELECTRIC SPLY CO, INC												
	15-00474	03/13/15	INV 5514922 CORDS/PLUGS									
	1		INV 5514922 CORDS/PLUGS	141.39	5-09-55-501-002-503	B Sewer Plant Maintenance	R	03/13/15	03/31/15		5514922	N
	Vendor Total:			141.39								
H0053 HIGHTS FARM EQUIPMENT CO.												
	15-00431	03/06/15	INV #159587									
	1		INV #159587	25.96	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	03/06/15	03/31/15		159587	N
	2		INV #159588	10.58	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	03/06/15	03/31/15		159588	N
	3		INV 161877 BELT/STARTER SPRING	36.54	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	03/25/15	03/31/15		161877	N
				73.08								
	Vendor Total:			73.08								
H0048 HIGHTS REALTY LLC												
	15-00559	03/27/15	APRIL RENT POLICE DEPARTMENT									
	1		APRIL RENT POLICE DEPARTMENT	3,800.00	5-01-26-310-001-025	B Building Rental	R	03/27/15	03/31/15		APRIL 2015 RENT	N
	Vendor Total:			3,800.00								
H0690 HIGHTSTOWN DINER												
	15-00492	03/16/15	FOOD DURING SNOW STORM									
	1		FOOD DURING SNOW STORM 3/5/15	108.10	5-01-26-290-001-199	B Miscellaneous	R	03/16/15	04/01/15			N
	Vendor Total:			108.10								

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
J0378 J.W. KENNEDY & SON INC WELDING												
	15-00420	03/04/15	CYLINDER RENTAL 1645058									
	1		CYLINDER RENTAL 1645058	12.00	5-09-55-501-001-503	B Water Plant Maintenance	R	03/04/15	03/31/15		1645058	N
	15-00430	03/06/15	INV 1187618-01 2/23/15 AC75CO									
	1		INV 1187618-01 2/23/15 AC75CO	50.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	03/06/15	03/31/15		1187618-01	N
	2		DELIVERY CHARGE	15.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	03/06/15	03/31/15		1187618-01	N
	3		FUEL SURCHARGE	6.95	5-09-55-501-002-503	B Sewer Plant Maintenance	R	03/06/15	03/31/15		1187618-01	N
				<u>71.95</u>								
			Vendor Total:	83.95								
J0257 JCP&L												
	15-00463	03/12/15	DPW 100051508677 2/4-3/5/15									
	1		DPW 100051508677 2/4-3/5/15	77.39	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15		100051508677	N
	2		RESPOND POWER	120.37	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15		100051508677	N
				<u>197.76</u>								
	15-00464	03/12/15	DPW 100079096689 2/4-3/4/15									
	1		DPW 100079096689 2/4-3/4/15	3.45	5-01-31-430-001-071	B Electric-Borough Hall	R	03/12/15	03/31/15		100079096689	N
	2		RESPOND POWER	0.27	5-01-31-430-001-071	B Electric-Borough Hall	R	03/12/15	03/31/15		100079096689	N
	3		CREDIT	0.04	5-01-31-430-001-071	B Electric-Borough Hall	R	03/12/15	03/31/15		100079096689	N
				<u>3.68</u>								
	15-00465	03/12/15	DPW 100072968868 2/4-3/5/15									
	1		DPW 100072968868 2/4-3/5/15	27.92	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15		100072968868	N
	2		RESPOND POWER	32.72	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15		100072968868	N
				<u>60.64</u>								
	15-00466	03/12/15	DPW 100029000310 2/4-3/5/15									
	1		DPW 100029000310 2/4-3/5/15	170.64	5-01-31-430-001-071	B Electric-Borough Hall	R	03/12/15	03/31/15		100029000310	N
	2		RESPOND POWER	299.79	5-01-31-430-001-071	B Electric-Borough Hall	R	03/12/15	03/31/15		100029000310	N
				<u>470.43</u>								
	15-00467	03/12/15	DPW 100051508750 2/4-3/5/15									
	1		DPW 100051508750 2/4-3/5/15	95.81	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15		100051508750	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
J0257 JCP&L Continued											
	15-00467	03/12/15	DPW 100051508750 2/4-3/5/15		Continued						
	2		RESPOND POWER	175.85	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15	100051508750	N
				<u>271.66</u>							
	15-00547	03/26/15	EMS 100012445936 JAN/FEB								
	1		EMS 100012445936 1/6-2/3/15	341.24	5-01-25-260-001-074	B Electric	R	03/26/15	04/01/15	100012445936	N
	2		EMS 100012445936 2/4-3/5/	479.49	5-01-25-260-001-074	B Electric	R	03/26/15	04/01/15	100012445936	N
				<u>820.73</u>							
	Vendor Total:			1,824.90							
J0258 JCP&L (STREET LIGHTING)											
	15-00468	03/12/15	DPW 100086395041 2/3-3/5/15								
	1		DPW 100086395041 2/3-3/5/15	15.86	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15	100086395041	N
	2		RESPOND POWER	16.73	5-01-31-435-001-075	B Street Lighting	R	03/12/15	03/31/15	100086395041	N
				<u>32.59</u>							
	15-00469	03/12/15	100100104247 2/3-3/5/15								
	1		100100104247 2/3-3/5/15	3.93	5-01-31-430-001-071	B Electric-Borough Hall	R	03/12/15	03/31/15	100100104247	N
	2		RESPOND POWER	0.91	5-01-31-430-001-071	B Electric-Borough Hall	R	03/12/15	03/31/15	100100104247	N
				<u>4.84</u>							
	15-00540	03/26/15	100011415765 2/19-2/20/15								
	1		100011415765 2/19-2/20/15	1,872.99	5-01-31-435-001-075	B Street Lighting	R	03/26/15	03/31/15	100011415765	N
	15-00541	03/26/15	100011415724 2/19-3/20/15								
	1		100011415724 2/19-3/20/15	419.02	5-01-31-435-001-075	B Street Lighting	R	03/26/15	03/31/15	100011415724	N
	Vendor Total:			2,329.44							
J0259 JERSEY CENTRAL POWER & LIGHT											
	14-01368	07/23/14	FIXED COST AGREEMENT 06/23/14								
	1		FIXED COST AGREEMENT 06/23/14	11,480.70	C-04-55-833-001-444	B IMPROV AUTH. JCP&L 2004-17	R	07/23/14	04/01/15	90414760	N
	Vendor Total:			11,480.70							

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
J0069 JERSEY ELEVATOR SERVICE												
	15-00432	03/06/15	INV #153796									
	1		INV #153796 FULL MAINTENANCE	334.65	5-01-26-310-001-029	B Maintenance Contracts	R	03/06/15	03/31/15		153796	N
	Vendor Total:			334.65								
LECAM005 LE CAMERA												
	14-02335	12/30/14	FIRE OFFICIAL CAMERA & ACCESS.									
	1		CANON EOS 70D DSLR CAMERA WITH	1,349.00	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	2		PROTECTION PLAN 2 YEAR DROPS	175.98	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	3		LCD SCREEN PROTECTOR/CANON 70D	24.95	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	4		CANON LP-E6 RECHARGEABLE LITH-	59.00	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	5		CANON 430 EXII SPEEDLITE TTL	249.00	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	6		PROTECTION PLAN 2YR DROPS/SPIL	38.00	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	7		CANON EF 70-300 MM F/4.5-5.6	649.00	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	8		PROT. PLAN 2 YR DROPS/SPILLS	100.98	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	9		BG-C10 BATTERY GRIP FOR CANON	84.95	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	10		VANGUARD ALTA 235 AB 50 5-SECT	139.95	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	11		MICROFIBER CLEANING CLOTH	4.99	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	12		LENS CLEANING KIT	4.95	4-01-25-256-002-048	B FIRE PREVENTION	R	12/30/14	03/31/15			N
	13		CASE & STRAP	169.90	4-01-25-256-002-048	B FIRE PREVENTION	R	04/01/15	04/01/15		CHAD REED CAMRA	N
	14		WIDE ANGLE LENS W/WATERPROOF	300.00	4-01-25-256-002-048	B FIRE PREVENTION	R	04/01/15	04/01/15			N
	Vendor Total:			3,350.65								
L0037 LINCOLN FINANCIAL GROUP												
	15-00573	03/31/15	APRIL LIFE INSURANCE									
	1		APRIL LIFE INSURANCE	269.50	5-01-23-210-003-115	B Medical Ins-Emp] Grp Health	R	03/31/15	04/01/15		2982931431	N
	2		APRIL LIFE INSURANCE	15.40	5-09-55-501-001-514	B INSURANCE	R	03/31/15	04/01/15		2982931431	N
	3		APRIL LIFE INSURANCE	15.40	5-09-55-501-001-514	B INSURANCE	R	03/31/15	04/01/15		2982931431	N
	4		APRIL LIFE INSURANCE	53.90	5-09-55-501-002-514	B Insurance	R	03/31/15	04/01/15		2982931431	N
	Vendor Total:			354.20								

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
N0073 NEW JERSEY GRAVEL & SAND CO												
	15-00302	02/20/15	2 LOADS OF SAND FILL									
	1		SAND FILL - 2 LOADS DELIVERED	750.00	5-09-55-501-001-535	B Hydrants and Line Repair	R	02/20/15	03/31/15		803993,804006	N
			Vendor Total:	750.00								
N0425 NJ DEPT. OF HEALTH & SR SERV.												
	15-00438	03/06/15	FEB 2015 DOG PILOT PROGRAM									
	1		FEB 2015 DOG PILOT PROGRAM	63.80	T-13-05-265-000-001	B DUE STATE OF NEW JERSEY	R	03/06/15	03/31/15		FEBRUARY 2015	N
			Vendor Total:	63.80								
N0275 NJ LEAGUE OF MUNICIPALITIES												
	15-00095	01/21/15	CLASS II OFFICER AD									
	1		AD FOR CLASS II OFFICER	110.00	5-01-20-120-001-021	B Advertisements	R	01/21/15	03/31/15		7324SD	N
	15-00160	01/30/15	SEMINAR									
	1		REGISTRATION FOR DEBRA	75.00	5-01-20-120-001-042	B Education & Training	R	01/30/15	03/31/15		S-10431	N
	2		REGISTRATION FOR HENRY	75.00	5-01-20-100-001-042	B Education & Training	R	01/30/15	03/31/15		S-10431	N
				150.00								
			Vendor Total:	260.00								
N0021 NORTHERN TOOL & EQUIPMENT CO.												
	15-00386	02/26/15	1/2 IMPACT MODEL DW059K-2									
	1		1/2 IMPACT MODEL DW059K-2	299.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/26/15	03/31/15		32496589	N
			Vendor Total:	299.00								
00050 ONE CALL CONCEPT INC												
	15-00435	03/06/15	INV #5025085									
	1		INV #5025085 FEBRUARY 2015	18.48	5-09-55-501-001-535	B Hydrants and Line Repair	R	03/06/15	03/31/15		5025085	N
			Vendor Total:	18.48								
P0005 PARIS AUTOMOTIVE SUPPLY												
	15-00477	03/13/15	PARTS FOR PICKUP INV 054135									
	1		PARTS FOR PICKUP	67.37	5-09-55-501-002-502	B Vehicle Maintenance	R	03/13/15	03/31/15		054135	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
P0005 PARIS AUTOMOTIVE SUPPLY Continued											
	15-00491	03/16/15	FEBRUARY 2015 INVOICES								
	1		FEBRUARY 2015 INVOICES	475.53	5-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	03/16/15	03/31/15		N
	2		FEBRUARY 2015 INVOICE #052427	114.00	5-01-26-310-001-024	B Building Maintenance	R	03/16/15	03/31/15	052427	N
	3		FEBRUARY 2015 INVOICE #053120	52.14	5-01-26-315-001-133	B Vehicle Maint. - Fire Dept.	R	03/16/15	03/31/15	053120	N
	4		FEBRUARY 2015 INVOICE #053001	3.99	5-01-28-369-001-199	B Miscellaneous	R	03/16/15	03/31/15	053001	N
				<u>645.66</u>							
			Vendor Total:	713.03							
P0088 PARKER MCCAY, P.A.											
	15-00567	03/30/15	253822,23,24,26,27,28								
	1		253822 LABOR MATTERS	266.00	5-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/30/15	03/31/15	2538222	N
	2		253823 IA INVEST LABOR MATTERS	14.00	5-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/30/15	03/31/15	2538223	N
	3		253824 DISCIPLINARY HEARING	10,180.65	5-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/30/15	03/31/15	2538224	N
	4		253826 DISCIPLINARY HEARING	49.25	5-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/30/15	03/31/15	2538226	N
	5		253827 DISCIPLINARY HEARING	106.42	5-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/30/15	03/31/15	2538227	N
	6		253828 DISCIPLINARY HEARING	44.81	5-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/30/15	03/31/15	2538228	N
				<u>10,661.13</u>							
	15-00575	03/31/15	INV 2534831 FOR DEC, 2014 SVCS								
	1		INV 2534831 FOR DEC, 2014 SVCS	2,069.25	4-01-20-155-001-031	B Labor,Personnel & Union Council	R	03/31/15	04/01/15	2534831	N
			Vendor Total:	12,730.38							
PENNS005 PENNSYLVANIA STATE UNIVERSITY											
	15-00317	02/20/15	TRAINING - GENDRON								
	1		TRAINING - GENDRON	345.00	5-01-25-240-001-042	B Education & Training	R	02/20/15	03/31/15		N
			Vendor Total:	345.00							
P0073 PRIME SOLUTION INC.											
	15-00217	02/10/15	60 PSI REGULATORPROJ 1130-11								
	1		60 PSI REGULATOR PROJ 1130-11	250.11	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/10/15	03/31/15	6299	N
	2		SHIPPING AND HANDLING	17.89	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/17/15	03/31/15	9266	N
				<u>268.00</u>							

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
P0073 PRIME SOLUTION INC. Continued											
	15-00270	02/13/15	RFP PARTS								
			1 HOSE BARB/COLLAR	162.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/13/15	03/31/15	6308	N
			2 60 PSI GUAGE 2 1/2"	30.83	5-09-55-501-002-503	B Sewer Plant Maintenance	R	02/13/15	03/31/15	6308	N
				<u>192.83</u>							
			Vendor Total:	460.83							
P0557 PRINCETON PACKET											
	15-00525	03/24/15	HYDRANT FLUSHING SPRING 2015								
			1 HYDRANT FLUSHING SPRING 2015	96.10	5-09-55-501-001-510	B Advertisements	R	03/24/15	03/31/15	1006621	N
			2 AFFIDAVIT CHARGES	15.00	5-09-55-501-001-510	B Advertisements	R	03/24/15	03/31/15	1006621	N
				<u>111.10</u>							
			Vendor Total:	111.10							
P0044 PSE&G											
	15-00535	03/26/15	EMS 6550326206 1/13-2/12-3/16								
			1 EMS 6550326206 1/13-2/12	667.65	5-01-25-260-001-073	B Natural Gas Heat	R	03/26/15	03/31/15	6550326206	N
			2 EMS 6550326206 2/12-3/16	570.62	5-01-25-260-001-073	B Natural Gas Heat	R	03/26/15	03/31/15	6550326206	N
				<u>1,238.27</u>							
	15-00536	03/26/15	PW 6675946706 2/11-3/16								
			1 PW 6675946706 2/11-3/16	184.56	5-01-31-446-001-143	B Gas/Heat - Fire House	R	03/26/15	03/31/15	6675946706	N
	15-00537	03/26/15	6503987609 2/11-3/16								
			1 6503987609 2/11-3/16	317.88	5-01-31-446-001-070	B Gas Heat - Borough Hall	R	03/26/15	03/31/15	6687890808	N
	15-00538	03/26/15	PW 6503987609 2/11-3/16								
			1 PW 6503987609 2/11-3/16	13.09	5-09-55-501-001-505	B Gas Service	R	03/26/15	03/31/15	6503987609	N
	15-00584	04/01/15	6579810904 dpw 2/11-3/16								
			1 6579810904 dpw 2/11-3/16	2,091.87	5-01-31-446-001-070	B Gas Heat - Borough Hall	R	04/01/15	04/01/15	6579810904	N
	15-00585	04/01/15	DPW 6606292905 2/11-3/16/15								
			1 DPW 6606292905 2/11-3/16/15	406.96	5-09-55-501-001-505	B Gas Service	R	04/01/15	04/01/15	6606292905	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
P0044 PSE&G Continued											
15-00586	04/01/15	DPW 6539567103	2/11-3/16/15								
1	DPW 6539567103	2/11-3/16/15	1,072.78	5-01-31-446-001-143	B Gas/Heat - Fire House	R	04/01/15	04/01/15		6539567103	N
15-00587	04/01/15	AWWTP 6679486904	2/11-3/16								
1	AWWTP 6679486904	2/11-3/16	547.98	5-09-55-501-002-505	B Gas Service	R	04/01/15	04/01/15		6679486904	N
2	AWWTP 6679486904	2/11-3/16	562.06	5-09-55-501-002-505	B Gas Service	R	04/01/15	04/01/15		6679486904	N
			<u>1,110.04</u>								
Vendor Total:			6,435.45								
Q0176 QC, INC.											
15-00501	03/16/15	INV #1672862,#1673057,#1678330									
1	INV #1672862		107.00	5-09-55-501-001-532	B Outside Testing/Labs	R	03/16/15	03/31/15		1672862	N
2	INV #1673057		168.00	5-09-55-501-001-532	B Outside Testing/Labs	R	03/16/15	03/31/15		1673057	N
3	INV #1678330		107.00	5-09-55-501-001-532	B Outside Testing/Labs	R	03/16/15	03/31/15		1678330	N
			<u>382.00</u>								
Vendor Total:			382.00								
R0077 ROBERTS ENGINEERING GRP LLC											
15-00229	02/11/15	2015 WATER/SEWER BLANKET			B						
3	INV 13839	WELL NO. 2 REHAB	2,370.50	5-09-55-501-001-508	B Engineer	R	02/11/15	03/31/15		13839	N
4	INV 13876	WELL NO. 2 REHAB	3,933.75	5-09-55-501-001-508	B Engineer	R	02/11/15	03/31/15		13876	N
5	INV 13840	SETTING TANK REPAIRS	718.00	5-09-55-501-001-508	B Engineer	R	03/12/15	03/31/15		13840	N
6	INV 13877	SETTING TANK REPAIRS	1,117.50	5-09-55-501-001-508	B Engineer	R	03/12/15	03/31/15		13877	N
7	INV 13873	GENERAL SEWERS	4,750.00	5-09-55-501-002-508	B Engineer	R	02/11/15	03/31/15		13873	N
8	INV 13874	CHEMICALS/SLUDGE	120.00	5-09-55-501-002-508	B Engineer	R	02/11/15	03/31/15		13874	N
9	INV 13891	GENERAL WATER	120.00	5-09-55-501-001-508	B Engineer	R	03/12/15	03/31/15		13891	N
10	INV 13895	SETTING TANK REPAIRS	1,489.25	5-09-55-501-001-508	B Engineer	R	03/12/15	03/31/15		13895	N
11	INV 13894	WELL#2 REHAB	1,564.50	5-09-55-501-001-508	B Engineer	R	03/12/15	03/31/15		13894	N
12	13892	CHEM/SLUDGE REM CONTRCT	180.00	5-09-55-501-002-508	B Engineer	R	02/11/15	03/31/15		13892	N
13	13893	ULTRAVIOLET DISINFECTION	1,076.00	5-09-55-501-002-508	B Engineer	R	02/11/15	03/31/15		13893	N
14	13890	GENERAL SEWERS	118.00	5-09-55-501-002-508	B Engineer	R	03/30/15	03/31/15		13890	N
			<u>17,557.50</u>								
15-00512	03/23/15	INV #13800 - TECKNO PROPERTIES									
1	INV #13800 - TECKNO PROPERTIES		937.50	TECKN03-14	P MINOR SUBDIVISION	R	03/23/15	03/31/15		#13800	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
R0077 ROBERTS ENGINEERING GRP LLC Continued													
	15-00513	03/23/15	INV. #13879-PEDDIE DORM A										
	1		INV. #13879-PEDDIE DORM A	455.00	PEDDE02-14		P NEW DORMS	R	03/23/15	03/31/15		#13879	N
	15-00568	03/30/15	13896 2014 ROAD PROGRAM DESIGN										
	1		13896 2014 ROAD PROGRAM DESIGN	1,648.75	C-04-55-873-001-446		B ENGINEER-PARK WAY, GRANT AVE,HUTCHINSON	R	03/30/15	03/31/15		13896	N
	Vendor Total:			20,598.75									
R0039 RR DONNELLEY													
	15-00409	03/03/15	VITAL STATISTICS SAFETY PAPER										
	1		VITAL STATISTICS SAFETY PAPER	73.50	5-01-20-125-001-023		B Printing & Stationary	R	03/03/15	03/31/15		811533448	N
	Vendor Total:			73.50									
RUTGE005 RUTGERS, PUBLIC HEALTH SCHOOL													
	15-00379	02/25/15	EPIDEMIOLOGY&PREV OF VAC PREV.										
	1		EPIDEMIOLOGY&PREV OF VAC PREV.	90.00	5-01-27-330-001-042		B Education & Training	R	02/25/15	03/31/15		JAMIE YATES	N
	Vendor Total:			90.00									
S0122 SAKOUTIS BROTHERS DISPOSAL,INC													
	15-00025	01/16/15	2015 DUMPSTER SERVICE			B							
	5		APRIL DUMPSTER SERVICE 311052	2,437.50	5-01-26-305-001-029		B Contract-Sakoutis Brothers Dsp-Dumpsters	R	03/11/15	03/31/15		311052	N
	Vendor Total:			2,437.50									
S0746 SAMZIES UNIFORMS, INC													
	15-00322	02/20/15	CLOTHING ALLOWANCE-STEPHENSEN										
	1		CLOTHING ALLOWANCE-STEPHENSEN	459.94	5-01-25-240-001-043		B Uniform Allowance/Leather Gds.	R	02/20/15	03/31/15		93513	N
	15-00368	02/25/15	CLOTHING ALLOWANCE - MECCA										
	1		CLOTHING ALLOWANCE - MECCA	282.95	5-01-25-240-001-043		B Uniform Allowance/Leather Gds.	R	02/25/15	03/31/15		93515	N
	Vendor Total:			742.89									

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
S1096 STAPLES BUSINESS ADVANTAGE											
	15-00528	03/24/15	OFFICE SUPPLIES								
	1		OFFICE SUPPLIES - CENTRAL	675.18	5-01-20-125-001-036	R	03/24/15	03/31/15			N
	2		OFFICE SUPPLIES - FIRE INSP	46.70	5-01-25-256-002-036	R	03/24/15	03/31/15			N
	3		OFFICE SUPPLIES - CONSTRUCTION	20.75	5-01-33-195-001-036	R	03/24/15	03/31/15			N
				742.63							
			Vendor Total:	742.63							
R0537 STITCHES N INK											
	14-01804	09/25/14	INV 1654 & 2004 ANIMAL WELFARE								
	1		INV 1654 200 COLOR COPIES	45.00	T-12-56-286-000-861	R	09/25/14	03/31/15		1654	N
	2		INV 2004 MUGS & TUMBLERS	955.50	T-12-56-286-000-876	R	09/25/14	03/31/15		2004	N
				1,000.50							
	15-00104	01/23/15	INV DATED 12/2/14 EMBROIDERY								
	1		TOMMY & JOHN EMBROIDERY &	25.00	5-09-55-501-002-507	R	01/23/15	03/31/15		12/3/14	N
			Vendor Total:	1,025.50							
T0002 TAMARA L. LEE, PP, AICP, LLA,											
	15-00511	03/23/15	INV #1- Site visit/prep plan								
	1		INV #1- Site visit/prep plan	630.00	TECKN03-14	R	03/23/15	03/31/15		#1	N
			Vendor Total:	630.00							
T0030 THE TIMES											
	15-00527	03/24/15	LEGAL ADS 2/20/15								
	1		NOTICE OF DECISION	23.20	5-01-21-180-001-021	R	03/24/15	03/31/15		1089910	N
			Vendor Total:	23.20							
NJDEP005 TREASURER, STATE OF NEW JERSEY											
	15-00461	03/12/15	OPRA REQUEST NO. 165747								
	1		OPRA REQUEST NO. 165747	2.07	5-01-20-100-001-033	R	03/12/15	03/31/15		165747	N
			Vendor Total:	2.07							

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
T1066 TROPICANA CASINO RESORT												
	15-00415	03/03/15	APRIL 26-29 2015									
	1		RESERVATION FOR DEBRA L	195.00	5-01-20-120-001-041	B Conferences & Meetings	R	03/03/15	03/31/15			N
	2		OCCUPANCY FEE	30.00	5-01-20-120-001-041	B Conferences & Meetings	R	03/03/15	03/31/15			N
				225.00								
			Vendor Total:	225.00								
U0007 UNIVAR USA												
	15-00359	02/24/15	RES 2015-61 CHLORINE		B							
	3		HB786381 CHLORINE	162.00	5-09-55-501-001-526	B Chlorine	R	02/24/15	03/31/15		HB786381	N
	15-00362	02/24/15	RES 2015-41 SULFUR DIOXIDE		B							
	2		INV HB786381 SULFUR DIOXIDE	1,035.00	5-09-55-501-002-543	B Sulfur Dioxide (SO 2)	R	02/24/15	03/31/15		HB786381	N
	15-00363	02/24/15	RES 2015-34 CALCIUM HYDROXIDE		B							
	2		INV HB785221 CAL HYDROXIDE LIM	1,240.00	5-09-55-501-001-527	B Calcium Hydroxide - Lime	R	02/24/15	03/31/15		HB785221	N
	15-00364	02/24/15	RES 2015-34 CALCIUM HYDROXIDE		B							
	2		INV HB787724 CALCIUM HYDROXIDE	622.00	5-09-55-501-002-553	B Calcium Hydroxide (Lime)	R	02/24/15	04/01/15		HB787724	N
			Vendor Total:	3,059.00								
U0144 UPS												
	15-00471	03/12/15	INV #0000161Y33105 ACCT 161Y33									
	1		INV #0000161Y33105 ACCT 161Y33	11.90	5-09-55-501-002-509	B Office Supplies - Admin.	R	03/12/15	03/31/15		161Y33105	N
			Vendor Total:	11.90								
U1141 US HEALTHWORKS												
	15-00315	02/20/15	INV #0198347-NJ, #0198532-NJ									
	1		INV #0198347-NJ	60.00	5-01-26-290-001-093	B Employee Physicals/Drug Tests	R	02/20/15	03/31/15		0198347-NJ	N
	2		INV #0198532-NJ	210.00	5-01-26-290-001-093	B Employee Physicals/Drug Tests	R	02/20/15	03/31/15		0198532-NJ	N
	3		INV #0198532-NJ	98.00	5-09-55-501-002-536	B Employee Physicals/Hepatitis B	R	02/20/15	03/31/15		0198532-NJ	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
V0290 VITAL COMMUNICATIONS INC.													
	15-00450	03/10/15	MONTHLY VPN FEE 61136	3/2/15									
	1	MONTHLY VPN FEE 61135	3/2/15	204.00	5-01-20-150-001-029	B	Maintenance Contracts	R	03/10/15	03/31/15		61135	N
	Vendor Total:			204.00									
W0070 WASTE MANAGEMENT LANDFILL													
	15-00247	02/13/15	INV0099271-2382-9	2/1/15									
	1	INV0099271-2382-9	2/1/15	1,325.28	5-09-55-501-002-540	B	Grit/Screening Disposal-Waste Mgmt	R	02/13/15	03/31/15		0099271-2382-9	N
	Vendor Total:			1,325.28									
W0073 WASTE MANAGEMENT OF NJ, INC.													
	15-00099	01/23/15	2015 RECYCLING CONTRACT			B							
	3	FEBRUARY RECYCLING CONTRACT		2,540.00	5-01-26-311-001-029	B	Recycling Contract co-mingle-paper/cdbd	R	01/23/15	03/31/15		2567256-0502-4	N
	4	2572512-0502-3 MARCH RECYCLING		2,616.00	5-01-26-311-001-029	B	Recycling Contract co-mingle-paper/cdbd	R	01/23/15	03/31/15		2572512-0502-3	N
				5,156.00									
	Vendor Total:			5,156.00									
W0071 WASTE MGMT OF NEW JERSEY, INC.													
	15-00248	02/13/15	INV 2568211-0502-8	1/15									
	1	TICKET 718334	12/31/14	1,218.88	4-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
	2	TICKET 718338	01/02/15	1,318.94	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
	3	TICKET 718341	01/05/15	1,330.76	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
	4	TICKET 724253	01/09/15	1,395.37	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
	5	TICKET 724250	01/13/15	1,225.97	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
	6	TICKET 728856	01/16/15	1,183.42	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
	7	TICKET 733006	01/22/15	1,161.36	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
	8	TICKET 733007	01/23/15	745.35	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/13/15	03/31/15		2568211-0502-8	N
				9,580.05									
	15-00249	02/13/15	INV 2568187-0502-0	2/1/15									
	1	INV 2568187-0502-0	2/1/15	405.06	5-09-55-501-002-540	B	Grit/Screening Disposal-Waste Mgmt	R	02/13/15	03/31/15		2568187-0502-0	N
	15-00366	02/24/15	RES 2015-42 SLUDGE			B							
	2	TICKET 741445	2/05/15	1,281.12	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/24/15	03/31/15		741445	N
	3	TICKET 741446	2/06/15	1,348.09	5-09-55-501-002-538	B	Sludge Removal/Disposal-Waste Management	R	02/24/15	03/31/15		7414468851	N

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

Total Purchase Orders:	136	Total P.O. Line Items:	265	Total List Amount:	163,050.02	Total Void Amount:	0.00				
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Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	4-01	8,266.81	0.00	8,266.81	0.00	0.00	0.00	8,266.81
	4-09	5,934.68	0.00	5,934.68	0.00	0.00	0.00	5,934.68
	Year Total:	14,201.49	0.00	14,201.49	0.00	0.00	0.00	14,201.49
CURRENT FUND	5-01	67,223.02	0.00	67,223.02	0.00	0.00	0.00	67,223.02
	5-09	60,122.82	0.00	60,122.82	0.00	0.00	0.00	60,122.82
	5-21	0.00	0.00	0.00	0.00	0.00	2,703.75	2,703.75
	Year Total:	127,345.84	0.00	127,345.84	0.00	0.00	2,703.75	130,049.59
GENERAL CAPITAL	C-04	13,177.95	0.00	13,177.95	0.00	0.00	0.00	13,177.95
TRUST OTHER - FUND #12	T-12	5,557.19	0.00	5,557.19	0.00	0.00	0.00	5,557.19
ANIMAL CONTROL TRUST FUND #13	T-13	63.80	0.00	63.80	0.00	0.00	0.00	63.80
	Year Total:	5,620.99	0.00	5,620.99	0.00	0.00	0.00	5,620.99
Total of All Funds:		160,346.27	0.00	160,346.27	0.00	0.00	2,703.75	163,050.02

Project Description	Project No.	Rcvd Total	Held Total	Project Total
HIGHTS REALTY LLC	2015-01	90.00	0.00	90.00
NEW DORMS	PEDDE02-14	806.25	0.00	806.25
MINOR SUBDIVISION	TECKN03-14	1,807.50	0.00	1,807.50
Total of All Projects:		<u>2,703.75</u>	<u>0.00</u>	<u>2,703.75</u>

Resolution 2015-101

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>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	273,700.00	139,800.00	413,500.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	200,000.00	300,000.00	500,000.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	473,700.00	439,800.00	913,500.00

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 April 6, 2015.

Debra L. Sopronyi
Borough Clerk

April 6, 2015

Current Fund

Mayor & Council S/W	\$1,500.00
Municipal Clerk S/W	\$5,000.00
Collection of Taxes S/W	\$2,000.00
Assessment of Taxes S/W	\$2,000.00
Public Safety S/W	\$100,000.00
Police & Fire Communications S/W	\$20,000.00
Uniform Fire Safety S/W	\$10,000.00
Streets & Roads S/W	\$10,000.00
Sanitation/Solid Waste S/W	\$15,000.00
Recycles S/W	\$5,000.00
Board of Health S/W	\$10,000.00
State Uniform Constr Code S/W	\$5,000.00

Engineering O/E	\$2,000.00
Insurance O/E	\$50,000.00
Municipal Prosecutor O/E	\$1,200.00
Vehicle Maintenance O/E	\$5,000.00
Electric O/E	\$5,000.00
Street Lighting O/E	\$5,000.00
Gas, Heating Oil O/E	\$5,000.00
Social Security O/E	\$10,000.00
Shared Services-Roosevelt Clerk	\$5,000.00

TOTAL CURRENT FUND **\$273,700.00**

Water & Sewer O/E	\$100,000.00
Water & Sewer S/W	\$100,000.00

TOTAL WATER & SEWER **\$200,000.00**

Total Temporary Appropriation **\$473,700.00**

Resolution 2015-102

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

**AMENDING RESOLUTION 2015-47 APPOINTING AND AUTHORIZING AN
AGREEMENT FOR PROFESSIONAL AUDITOR SERVICES – WILLIAM E.
ANTONIDES, JR., C.P.A., R.M.A.**

WHEREAS, resolution 2015-47 appointed and authorized an agreement for Professional Services for an Auditor for the year 2015; and

WHEREAS, the resolution stated that the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

WHEREAS, the resolution should have stated that the term of the contract shall be until completion of the audit for the budget year 2015.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Hightstown that resolution 2015-47 is hereby amended to state that the term of the contract shall be until completion of the audit for the budget year 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 April 6, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-103

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

APPOINTING A CROSSING GUARD – BRYAN P. CONLON

WHEREAS, the Mayor and Borough Council recognize that there is a need to hire a Crossing Guard; and,

WHEREAS, Lt. Frank Gendron has recommended that Bryan P. Conlon of East Windsor, New Jersey be appointed as a Crossing Guard for the Borough of Hightstown Police Department; and,

WHEREAS, Bryan P. Conlon has completed and passed the required evaluations and background investigations.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown that Bryan P. Conlon is hereby appointed as a Crossing Guard effective March 18, 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 April 6, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-104

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

AUTHORIZING RECEIPT OF BIDS FOR SOLID WASTE DUMPSTER SERVICE

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Purchasing Agent is hereby authorized to prepare specifications and advertise for bids for Solid Waste Disposal Service 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 April 6, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-105

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

EXTENDING A CONTRACT FOR SOLID WASTE DUMPSTER SERVICE – SAKOUTIS BROTHERS DISPOSAL, INC.

WHEREAS, four (4) bids were received on June 9, 2010 for Solid Waste Dumpster Service; and,

WHEREAS, the contract was awarded to Sakoutis Brothers Disposal, Inc., of Colts Neck, New Jersey; and,

WHEREAS, pursuant to N.J.S. A. 40A:11 – 15 (3) the bid was for a period of five (5) years, said contract being awarded for a period of one (1) year with the Borough reserving the right to renew at the end of each one-year contract period for a total aggregate contract period of five (5) years; and,

WHEREAS, the final fifth year of the contract is set to expire on June 30, 2015; and,

WHEREAS, the Purchasing Agent has reached out to the vendor who has agreed to continue their service under the present contract through July 31, 2015 in order to allow proper time for the bid and award process; and

WHEREAS, funds for this expenditure will be made available in the 2015 budget; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the present contract for Solid Waste Dumpster Service in Hightstown Borough is hereby extended with Sakoutis Brother Disposal, Inc. of Colts Neck, New Jersey for an additional month ending July 31, 2015 in the amount of \$2,437.50.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 6, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-106

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

MAKING AND CONFIRMING AN APPOINTMENT TO THE HIGHTSTOWN BOROUGH ENVIRONMENTAL COMMISSION

BE IT RESOLVED that the following appointment to the Hightstown Borough Environmental Commission is hereby made and confirmed by the Mayor and Council of the Borough of Hightstown:

Renato A. DiLorenzo

Ux. 3 yrs.

December 31, 2016

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on April 6, 2015.

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2015-107

*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 April 6, 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: July 6, 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 April 6, 2015.

Debra L. Sopronyi
Borough Clerk

TAMARA LEE CONSULTING LLC

156 Lindbergh Road
Hopewell, New Jersey 08525-2601
(609)333-0678
(609)333-0679 (fax)
e-mail: tamaralee@tleepplan.com

MEMORANDUM

To: Mayor and Council
Hightstown Planning Board

From: Tamara L. Lee, PP, AICP, LLA, ASLA



Re: COAH/Supreme Court

Date: March 11, 2015

I've reviewed the Supreme Court's decision regarding COAH and I think it would be advisable for Council and the PB to discuss its implications soon, if possible. While 'doing nothing' is an option, I would not recommend it.

In short, the Supreme Court has directed trial courts to evaluate affordable housing plans and certify towns, removing COAH from the process. The Court has established two courses of action; one for towns that were certified by COAH under Round Three (before the rules were invalidated) and another for towns like Hightstown that have been in limbo.

To become certified by the trial court, Hightstown will be required to present a housing plan and demonstrate that it is compliant with the Fair Housing Act. Towns will be judged both on their affordable housing plans and their ongoing efforts to produce affordable housing over the last few years. I think the Habitat projects on S. Academy Street and the agreement to extend controls on the Hightstown Group Home will help Hightstown in this regard.

At this point, we can't know exactly how to prepare an affordable housing plan (or if we can re-use our last one) until the trial courts calculate the affordable housing obligations for each town. The Supreme Court told the trial courts to use methodologies from the First and Second Rounds to calculate need – that is, assign numbers to each town; do not use growth share calculations. Until we receive those numbers, we won't know how many affordable housing units Hightstown will need to include in a housing plan.

Judges were advised to be flexible and use discretion when assessing plans. Towns may use some of the techniques for creating affordable housing that were developed under Round Three, since only the growth share calculation was invalidated, not the affordable housing mechanisms. This gives us some flexibility to propose creative ways to satisfy the housing obligation, for instance, we might be able to argue that it is more appropriate to emphasize rehabilitating homes in Hightstown rather than building new ones. The Supreme Court also recommended that 1.33 credits be assigned to affordable housing developed as part of redevelopment projects. This could affect planning for the Rug Mill.

The next 90 days are a transitional period, during which the trial courts will establish a process and develop fair share obligation numbers. After that, we have a couple of options. This is a good time to discuss them and consider how best to respond to the ruling. After the transitional period, the Borough will have 30 days to submit a housing plan and a total of five months to submit supplemental information if necessary. Immunity from Builders' Remedy after the initial 30 days is not automatic and will be determined on a case-by-case basis by the trial judge if a challenge is initiated. Consideration will reflect the town's demonstrated commitment to affordable housing during these last few unsettled years of COAH chaos.

There's a lot that I would like to discuss with you, including our stance on the Housing Authority property and the role of the Fair Share Housing Center (FSHC) in this process; the Supreme Court gave FSHC special standing. We might start by meeting with just a few members of both Council and the PB. You might also prefer to discuss this at regular meetings of both groups or one big special meeting with both boards. Either way, we will not have as much time as we need, so I hope we can start the conversation fairly soon.

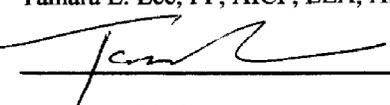
Of course, I'm available to answer any questions. Looking forward to hearing from you.

TAMARA LEE CONSULTING LLC

156 Lindbergh Road
Hopewell, New Jersey 08525-2601
(609)333-0678
(609)333-0679 (fax)
e-mail: tamaralee@tleplan.com

MEMORANDUM

To: Mayor Quattrone
Henry Underhill, Borough Admin.

From: Tamara L. Lee, PP, AICP, LLA, ASLA


Re: Meeting Notes

Date: March 31, 2015

Thank you for meeting with me to review the status of COAH. The following is a summary of our discussion yesterday.

As I explained, the Supreme Court has transferred the responsibility for certifying municipalities from COAH to the trial courts. After June 8th towns will have 30 days to submit filings to the Court, explaining why they should be certified as required by the Fair Housing Act. In Hightstown's case, our last Affordable Housing Plan was submitted for expedited review with a revised Spending Plan in July, 2012. We did not revise the Housing Element and Fair Share Plan with that last submission. The last complete submission was made in 2008; it included a Housing Element, Fair Share Plan and a Spending Plan.

To insure that our court filing is not challenged based on insufficiency, I've proposed that we prepare an updated Housing Plan incorporating both the 2012 Spending Plan and the 2008 Housing Element and Fair Share Plan. I will revise the information to include 2010 census data since the last plan was based on the 2000 census. Using current data, we will demonstrate that Hightstown is not a community that uses zoning to discriminate against low and moderate income households, therefore Hightstown need not be subject to the remedies of the Fair Housing Act. Nonetheless, we will also propose reasonable efforts to provide opportunities for certified affordable housing.

We talked about ways to revise the proposed Housing Plan. They include:

- An affordable housing overlay zone on South Academy and Rogers Avenue. Theoretically, that might generate 22 to 25 units. It was pointed out that some of the homes in that area could be redeveloped, while others might not need redevelopment. Since our meeting, it's occurred to me that an overlay zone could be written to encourage both redevelopment for older homes and 'market to affordability' for intact properties. The latter would give property owners incentives to deed restrict their homes for affordability. We would work out the details of those incentives when we draft the ordinance.
- Reallocate the \$100,000 that was previously proposed to extend controls on the Holly House to the Borough's Rehabilitation Program.

- Continue to include the group home on Spring Crest, the three units approved on Williams Street and add the Habitat units on S. Academy to the plan.
- Since we've spent down the housing funds, the plan will no longer include funding for the Public Housing Authority, though we will argue that those units should count toward our official obligation.

Gary and Fred will investigate if the Borough can collect development fees and then we will discuss where they might be appropriate. Since the Borough tends to want to control residential growth but encourage commercial ratables, we might want to institute development fees in residential zones only.

I mentioned that I would not recommend affordable housing on the Rug Mill site, because of its proximity to the downtown, the need to maximize economic redevelopment in the downtown and the nearby Public Housing property.

The plan will mention the need for predominantly economic redevelopment on the Minute Maid property, however, the Borough should be aware that some may argue that affordable units on that property should be permitted. If that happens, the Borough might consider an affordable housing overlay zone to allow some units over commercial space if the property is redeveloped in its entirety. This way the economic potential of the Borough could be preserved.

I recommend that the Borough submit a draft document to the Court in June. Subsequent to that submission, and assuming the submission is not successfully challenged for incompleteness, the Borough will have five months to hold the requisite public hearings, prepare a final document and generate the necessary Governing Body and Planning Board resolutions. The Borough should be aware that the Fair Share Housing Center claims that Hightstown should be responsible for 96 new affordable units under Round 3, a calculation they included in their last brief to the Supreme Court. Our planning arguments will be designed to effectively refute that.

Moving forward, I will meet with Council on Monday, April 6th to review all of this and hopefully secure authorization to revise the Plan. Gary will attempt to obtain a copy of the Borough's Round 1 certification, since we could not locate a copy of it.

Because the Borough has consistently responded to the changing events of COAH's evolution, the Court should look favorably upon Hightstown. The Supreme Court noted that the planning judgment of responsible municipalities should not be overturned lightly. I am hopeful that more reasonable heads will prevail this time around.

As always, please call if you have any questions.

Cc: Debra Sopronyi, Borough Clerk
Sandy Belan, PB Secretary
Fred Montferrat, PB Chair

Gary Rosensweig, Esq.
Carmela Roberts, PE
Fred Raffetto, Esq.

m. Permits; Qualification; Issuance.

A person seeking issuance of a parking permit for the Stockton Street lot shall file an application with the office of Borough Clerk on forms provided by ~~her~~ the Borough Clerk.

1. Qualification. Permits shall be issued only to:

- a. Residents of Block 33 and residents of those lots situated in Block 23 which border Main Street.
- b. Owners of businesses located in Block 33 and in those lots situated in Block 23 which border Main Street.
- c. Employees of businesses located in Block 33 and in those lots situated in Block 23 which border Main Street.
- d. Owners of businesses located in Block 21.01 which have no onsite parking.
- e. Employees of businesses located in Block 21.01 which have no onsite parking.
- f. Residents of Block 21.01 which have no onsite parking.
- g. Owners of businesses located in Block 54.
- h. Employees of businesses located in Block 54.

Proof of eligibility shall be provided at the time of application, and shall consist of: for residents, a valid New Jersey driver's license showing address of residence; and for business owners or employees, a notarized statement by the business owner, on forms supplied by the Borough Clerk, attesting to eligibility of applicant. Owners and employees of industrial businesses shall not be eligible to obtain parking permits under this subsection.

Permits issued to owners or employees of businesses located in Block 54 shall be valid only in the permit parking area leased by the Borough, located at 105 South Main Street, and shall not be valid in the Stockton Street municipal parking lot.

2. *Permit Period.* Permits issued shall cover the period from the date of issuance through the following June 30, except that no permits issued shall expire before June 30, 2003.

3. *Contents.* The application shall contain the following information:

- a. The name, address and day and evening telephone numbers of the applicant.
- b. Proof of eligibility as detailed herein.

If, while the application is pending or during the term of any permit granted thereunder, there is any change that would alter the information given in the application, the applicant shall notify the Borough Clerk, in writing, within twenty-four (24) hours after such change.

4. *Fee.* The fee for parking permits in the Stockton Street lot shall be seventy-five (\$75.00) dollars per permit period and shall be paid at the filing of the application. Such fee shall be prorated on a monthly basis if application is made after the first month of the permit period and the monthly rate shall be charged for each month or partial month remaining in the permit period.

5. *Regulation.* The issued permit shall be displayed on the rear view mirror of the vehicle, at the time of using the appropriate parking lot. If the parking permit is not properly displayed, the vehicle owner shall be found in violation of this ordinance

n. **Enforcement.**

Parking regulations detailed herein shall be enforced by the Hightstown Police Department and any parking enforcement officers appointed by the Borough in accordance with *N.J.S.A. 40A:9-154.7*.

o. **Penalties.**

Unless another penalty is expressly provided for by New Jersey statute, every person convicted of a violation of this Ordinance or any supplement thereto shall be liable to a penalty of not more than fifty-nine dollars (\$59.00) or imprisonment for a term not exceeding fifteen (15) days, or both.

(Ord. No. 2002-03; Ord. No. 2003-20; Ord. No. 2003-24; Ord. No. 2004-24; Ord. No. 2006-04; Ord. No. 2006-12; Ord. No. 2006-26; Ord. No. 2008-03; Ord. No. 2008-20)

5 YEAR ABATEMENT AND EXEMPTION LAW**N.J.S.A. 40A:21-1, P.L. 1991, c. 441 et seq.**

This law consolidates the provisions for exemptions and abatements for improvements to one and two family homes, multiple dwellings and commercial/industrial buildings. At least part of the municipality must be determined to be an "area in need of rehabilitation" by resolution of local governing body. Claim Form EA-1 must be filed with assessor within 30 days of completion of the improvement, conversion alteration or construction.

ONE AND TWO FAMILY DWELLINGS Exemption amounts for improvements to one/two family dwellings must be \$5,000, \$15,000 or \$25,000 of taxable value. **Abatements** cannot exceed 30% of the exemption amount. An existing one/two family dwelling must be more than 20 years old to be eligible. **New construction** - Optional provisions may be specified for exemption of some portion of assessed value of new dwelling construction or the conversion of other buildings and structures to dwelling use. **Abatements** may be allowed up to 30% of the cost of the new construction or conversion alteration, provided that the total abatement granted over the five year abatement period does not exceed the full cost of construction/conversion.

MULTIPLE DWELLINGS - An amount up to the assessor's true value of improvements or conversion alterations may be **exempt** for multiple dwellings. **Abatement** of up to 30% of assessed value prior to improvement/conversion is available, provided that the total abatement granted over the five year abatement period does not exceed the full cost of construction/conversion. Tax agreements for new multi-dwelling construction may require **payments in lieu of taxes** per statutory formula.

COMMERCIAL and/or INDUSTRIAL STRUCTURES - An amount of up to the true value of improvements, as determined by the assessor, may be exempt. Tax agreements for exemption and abatement of new commercial and industrial construction must be authorized by ordinance. Such agreements provide for **payments in lieu of taxes** per statutory formula.

Form E/A-1 (Rev. 11/96) **STATE OF NEW JERSEY**
APPLICATION FOR EXEMPTION AND/OR ABATEMENT FOR THE IMPROVEMENT,
CONVERSION OR CONSTRUCTION OF PROPERTY PURSUANT TO P.L. 1991, C.441
(N.J.S.A. 40A:21-1 et seq.) AND AUTHORIZED BY MUNICIPAL ORDINANCE.
(Italicized words are defined in law excerpts on reverse side)

Municipality _____ County _____
 This application must be filed with the assessor within 30 days following completion of the improvement, conversion or conversion alteration, or construction.

I. I/we, _____, residing/having offices at
 (Name of Applicant)

 (Address)

in the Municipality of _____ in the County of _____
 hereby make claim for a tax exemption and/or abatement of taxes, pursuant to P.L.1991, Chapter 441, and the authorizing municipal ordinance, for premises located at _____
 which is further described as Block _____, Lot _____ on the Tax Map of the municipality.

II. **COMPLETE THE APPLICABLE SECTION "A" OR "B"**

The following statements are made in support of this claim:

A. The subject property is a one or two family dwelling upon which claimant has completed:

- New construction;*
- Conversion or conversion alteration of a building or structure into a dwelling;*
- Improvement of an existing dwelling.*

B. The subject property is a multiple dwelling, commercial or industrial structure:

- Improvement to a multiple dwelling;*
- Conversion or conversion alteration of building or structure to a multiple dwelling;*
- Improvement to a commercial or industrial building or structure;*
- Construction of multiple dwelling under tax agreement;*
- Construction of commercial or industrial structure under tax agreement.*

III. **ALL APPLICANTS MUST COMPLETE THIS SECTION**

- A. Date of completion of new construction, conversion, or improvement _____, 19_____.
- B. Total cost of project \$ _____.
- C. Brief description of the nature and type of construction, conversion, or improvement.

IV. Prior exemptions and/or abatement granted under P.L.1991, c.441 amount to
 \$ _____;

(State "none" if no prior exemptions have been granted on subject premises.)

Attached hereto is proof of all matters required (Assessor may require copy of ordinance, evidence of governing body's approval of categories of improvements or specific project improvements, and such additional proof as may be required to establish eligibility.)

Attached hereto is a copy of the tax agreement, if applicable, executed between the municipality and claimant.
 There are no delinquent or unpaid property taxes or penalties for non-payment of taxes due on the property.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Date _____ Signature _____
 Title (if any) _____

Date _____ Approved _____
 Disapproved _____ (Assessor)

This form is prescribed by the Director, Division of Taxation, in the Department of the Treasury, as required by law and may be reproduced for distribution, but no alteration may be made therein without prior approval.

NOTICE

THIS APPLICATION MUST BE FILED WITH THE ASSESSOR WITHIN 30 DAYS, INCLUDING SATURDAYS AND SUNDAYS, FOLLOWING THE COMPLETION OF THE IMPROVEMENT, CONVERSION ALTERATION, OR CONSTRUCTION.

DEFINITIONS FROM EXCERPTS OF P.L. 1991, c.441

"ABATEMENT" - means that portion of the assessed value of a property as it existed prior to construction, improvement or conversion of a building or structure thereon, which is exempted from taxation pursuant to this act.

"COMMERCIAL OR INDUSTRIAL STRUCTURE" - means structure or part thereof used for the manufacturing, processing or assembling of material or manufactured products, or for research, office, industrial, commercial, retail, recreational, hotel or motel facilities, or warehousing purposes, or for any combination thereof, which the governing body determines will tend to maintain or provide gainful employment within the municipality, assist in the economic development of the municipality, maintain or increase the tax base of the municipality and maintain or diversify and expand commerce within the municipality. It shall not include any structure or part thereof used or to be used by any business relocated from another qualifying municipality unless: the total square footage of the floor area of the structure or part thereof used or to be used by the business at the new site together with the total square footage of the land used or to be used by the business at the new site exceeds the total square footage of that utilized by the business at its current site of operations by at least 10%; and the property that the business is relocating to has been the subject of a remedial action plan costing in excess of \$250,000 performed pursuant to an administrative consent order entered into pursuant to authority vested in the Commissioner of Environmental Protection under P.L. 1970, c.33 (C.13:1D-1 et seq.), the "Water Pollution Control Act," P.L. 1977, c.74 (C.58:10A-1 et seq.), the "Solid Waste Management Act," P.L. 1970, c.39 (C.13:1E-1 et seq.), and the "Spill Compensation and Control Act," P.L. 1976, c.141 (C.58:10-23.11 et seq.)

"CONSTRUCTION" - means the provision of a new dwelling, multiple dwelling or commercial or industrial structure, or the enlargement of the volume of an existing multiple dwelling or commercial or industrial structure by more than 30%, but shall not mean the conversion of an existing building or structure to another use.

"CONVERSION" or **"CONVERSION ALTERATION"** - means the alteration or renovation of a nonresidential building or structure, or hotel, motel, motor hotel or guesthouse, in such manner as to convert the building or structure from its previous use to use as a dwelling or multiple dwelling.

"COST" - means when used with respect to abatements for dwellings or multiple dwellings, only the cost or fair market value of direct labor and materials used in improving a multiple dwelling, or of converting another building or structure to a multiple dwelling, or of constructing a dwelling, or of converting another building or structure to a dwelling, including any architectural, engineering, and contractor's fees associated therewith, as the owner of the property shall cause to be certified to the governing body by an independent and qualified architect, following the completion of the project.

"DWELLING" - means a building or part of a building used, to be used or held for use as a home or residence, including accessory buildings located on the same premises, together with the land upon which such building or buildings are erected and which may be necessary for the fair enjoyment thereof, but shall not mean any building or part of a building, defined as a "multiple dwelling" pursuant to the "Hotel and Multiple Dwelling Law", P.L. 1967, c.76 (c.55:13A-1 et seq.). A dwelling shall include, as they are separately conveyed to individual owners, individual residences within a cooperative, if purchased separately by the occupants thereof, and individual residences within a horizontal property regime or a condominium, but shall not include "general common elements" or "common elements" of such horizontal property regime or condominium as defined pursuant to the "Horizontal Property Act," P.L. 1963, c.168 (c.46:8A-1 et seq.), or the "Condominium Act", P.L. 1969, c.257 (c.46:8B-1 et seq.), or of a cooperative, if the residential units are owned separately.

"EXEMPTION" - means that portion of the assessor's full and true value of any improvement, conversion alteration, or construction not regarded as increasing the taxable value of a property pursuant to this act.

"IMPROVEMENT" - means a modernization, rehabilitation, renovation, alteration or repair which produces a physical change in an existing building or structure that improves the safety, sanitation, decency or attractiveness of the building or structure as a place for human habitation or work, and which does not change its permitted use. In the case of a multiple dwelling, it includes only improvements which affect common areas or elements, or three or more dwelling units within the multiple dwelling. In the case of a multiple dwelling or commercial or industrial structure, it shall not include ordinary painting, repairs and replacement of maintenance items, or an enlargement of the volume of an existing structure by more than 30%. In no case shall it include the repair of fire or other damage to a property for which payment of a claim was received by any person from an insurance company at any time during the three year period immediately preceding the filing of an application pursuant to this act.

"MULTIPLE DWELLING" - means a building or structure meeting the definition of "multiple dwelling" set forth in the "Hotel and Multiple Dwelling Law", P.L. 1967, c.76 (c.55:13A-1 et seq.), and means for the purpose of improvement or construction of the "general common elements" and "common elements" of a condominium, a cooperative, or a horizontal property regime.

Structure and Effects of Tax Abatements

A. Legal Background

While New Jersey law authorizes multiple types of tax abatements, this report focuses on the two types of abatements designed to carry out the community redevelopment and rehabilitation goals of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. These abatement types include specifically the Five-Year Exemption and Abatement Law, N.J.S.A. 40A:21-1 et seq., and the Long Term Tax Exemption Law, N.J.S.A. 40A:20-1 et seq. Both of these abatement statutes have their origins in authorizing language in the New Jersey State Constitution itself.¹ They encompass residential, commercial, and industrial properties. For purposes of this report, unless indicated otherwise we use the term "abatement" to refer to tax exemptions granted under either of these two statutes.

The Five-Year Exemption and Abatement Law generally concerns rehabilitation of particular buildings and structures, with an abatement period that lasts no more than five years. These so-called "short-term" tax abatements can be structured as reduced property tax bills that exclude all or part of improvement value or as payments in lieu of taxes (PILOTs). Procedurally, a municipality must first adopt an ordinance invoking its five-year abatement authority and setting out application procedures. This ordinance, referred to as the general ordinance, defines the eligibility criteria, which may include types of structures, types of permissible improvements, as well as qualifying geographic zones or similar designations.

Defining eligibility requirements in the general ordinance provides the most meaningful mechanism for local control over short-term abatements. Unlike the Long Term Tax Exemption Law which gives municipalities broad discretion in deciding

which applicants are entitled to receive abatements, the Five-Year Exemption and Abatement Law leaves little room for such discretion. An applicant merely must satisfy all of the criteria in the statute and general ordinance to be entitled to approval. Applications for individual short-term abatements are presented to the local governing body and must include a general description of the project, plans demonstrating the structure of the project, a statement of reasons for seeking the abatement, claimed benefits to be realized by the applicant if the application is approved, and a statement of taxes currently being assessed and taxes to be paid during the period of the abatement. The application is approved by an ordinance authorizing execution of a tax agreement.

The Long Term Tax Exemption Law is more focused on broader areas of redevelopment. It allows for a longer abatement term to carry out a larger development plan through declaring an area as being "in need of redevelopment." These long-term abatements may last up to 30 years from completion of a project or 35 years from execution of the financial agreement. The process is initiated when the municipality passes a resolution calling for the municipal planning board to study the need for designating an area "in need of redevelopment." Upon adopting the planning board's recommendations and formalizing the redevelopment area designation, a municipality adopts a redevelopment plan, engages redevelopment entities to carry out the plan, and may authorize long-term tax abatements in the process. Developers submit abatement applications to the governing body for review. The financial agreement ultimately is approved through adoption of a local ordinance. The agreement exempts a project from taxation, but requires payment of a PILOT in an amount based generally on a percentage of project costs or revenue generated by the project, depending on the type of project.

STRUCTURE AND EFFECTS OF TAX ABATEMENTS

Page 5

For both types of abatements, municipalities are able to abate portions of property taxes that otherwise would be paid to the municipality as well as to other entities such as counties and school districts. These other entities, however, are not afforded a statutory role in the designation of redevelopment areas, the approval of redevelopers, the selection of projects, the decision to award an abatement, or the formation of the financial agreement. In the case of short-term abatements, the tax loss resulting from the abatement agreement is proportional across the municipal, county, and school district levels. In the case of long-term abatements, the tax losses fall more dramatically on counties and schools. Specifically, under the long-term abatement statute, the county receives 5% of the PILOT (a percentage that yields substantially less than the ordinary tax structure) and the local school district does not receive any portion of the PILOT.²

B. Effects of Abatements

Abatement laws are intended to improve local conditions and spur economic development that otherwise would not occur, and are valued by many municipal leaders as an important tool for redevelopment. This report attempts to add to the discussion surrounding economic development incentives generally and tax abatements specifically by identifying a number of unintended effects and negative outcomes that can result from such abatements.

In the broadest sense, tax abatements are meant to encourage rehabilitation and redevelopment of distressed areas. For example, the Long Term Tax Exemption Law explains that the goal of abatement laws is “the restoration of deteriorated or neglected properties to a use resulting in the elimination of the blighted condition.”³ Similarly, as one township’s website has observed regarding the Five-Year Exemption and Abatement Law, it is meant to

“encourage new commercial and industrial development, thereby, increasing the commercial ratable base, whereby, alleviating some of the tax burden from the residential property owners. Additionally, new commercial and industrial development will create job opportunities within the municipality.”⁴ Such tax incentives can serve as tipping points for potential private-sector investment that is critical to successful community rehabilitation or redevelopment. That is, tax abatements can offer financial incentives that make beneficial development possible.

The potential benefits of abatements include additional short and long-term employment for local residents, attracting new businesses or improving existing businesses, luring new residents which in turn can generate additional tax revenue, generating a tax-revenue stream on once vacant or underdeveloped property, improving safety and commerce, and increasing adjacent property values. A recent publication by one New Jersey municipality touted many of these benefits, stating that “abatements are granted to projects that increase the city tax base, redevelop underutilized property, create jobs and improve . . . housing stock.”⁵

However, abatement programs can also create inequities and the potential for waste and abuse. The inequities stem from shifting tax burdens, while the potential for waste and abuse lies in the process of choosing developers and projects.

For example, as noted previously, under long-term abatement arrangements property tax collections on the development – which normally are split among several entities – are eliminated, and 95% of the negotiated PILOT is kept by the municipality, with 5% for the county and nothing for the school district. In many cases, the negotiated PILOT provides more funds to the municipality than it would have otherwise received, while the other government entities receive less. This system distorts the costs and benefits of an abatement deal, as municipalities

may receive greater funds while other entities, particularly school districts, absorb costs.

PILOTs also shift the tax burden among regional and local taxpayers. Governing bodies set tax rates to provide a certain level of revenue for operating expenses. If selected properties are exempt from taxes, then any necessary revenue must be obtained from the remaining tax base. Thus, tax abatements may raise the tax rates for those not receiving abatements by removing a previously paying ratable (i.e., a taxable property) from the tax rolls, or by exempting a new development that could have paid taxes or that imposes extra costs on local government entities. The imposition of a PILOT may offset this shift of tax burdens within a municipality; however, PILOTs do little to help other local entities reliant on tax revenue, such as counties and school districts.

Cronyism may emerge in the approval process of long-term abatements, further compounding these inequities. Cronyism provides unfair advantages to favored developers and, in the process, can lead to less beneficial terms for the municipality and other affected parties. Historical evidence of corruption of the redevelopment process in New Jersey confirms that this threat is real in the long-term abatement context.⁶ Similarly, inappropriate or non-remedial development precludes other options physically and financially, and may result in "rehabilitation" that ultimately is not meaningful or beneficial.

Thus, the positive and negative effects of a particular abatement agreement must be analyzed and weighed in determining whether an abatement is worthwhile and how to structure the abatement for optimal societal benefit.

Importantly, the asserted benefits of granting tax abatements are far from guaranteed. Developers may overpromise benefits that do not materialize. In that regard, a number of studies have cast doubt on whether tax abatements generally attain their desired goals, including whether they actually affect business

expansion, development, and relocation decisions.⁷ These studies indicate that businesses are influenced primarily by other factors such as available workforce, infrastructure, transportation, and financing. While developers sometimes state that abatements were important to their investment decisions,⁸ it is unclear how much credence to give such self-serving statements by those who do not want to jeopardize their current or future tax deals. Where an awarded abatement did not have a strong impact on the underlying investment decision, the result is an unnecessary public giveaway for a project already set to occur.

Even in cases where an abatement truly impacts the decision to invest, a different set of potentially negative outcomes arise. The receiving firm may be or become dependent on the incentive for profit or viability. As a result, when the abatement expires, the firm may require a renewed abatement (if it has not already exceeded statutory limitations) or it may leave the community, risking a termination of some or all beneficial gains.⁹

Meanwhile, the cost and burden-shifting effects are real. At least in the near term, and at least for some entities, tax receipts are lost. At the same time, new development may increase the amount and types of government services being demanded. Compounding the issue, the ability to obtain PILOTs creates a "moral hazard" for municipalities because they may be shielded from the negative revenue effects of the abatement. While municipalities are incentivized to take greater risk and pursue abatements that may increase their own revenue intake, the costs are pushed onto counties, school districts, other taxpayers, and potentially the state through greater state aid obligations. In instances where the development at issue would have occurred without an abatement, the tax distortions are even more severe.

Overall, while striving to induce investment, tax abatements present a risk of becoming unnecessary

STRUCTURE AND EFFECTS OF TAX ABATEMENTS**Page 7**

giveaways or incentivizing unsustainable development. As stated in one New Jersey court case and echoed elsewhere, "The general rule in interpreting tax exemptions is that such exemptions are to be strictly construed because an exemption from taxation is a departure from the equitable principle that everyone should bear his just and equal share of the public tax burden."¹⁰ In determining whether to enter into an abatement agreement, it is important to consider the realistic benefits, the total costs, and other possible means to spur the desired development.

INTERLOCAL SERVICES AGREEMENT
 BETWEEN
 EAST WINDSOR TOWNSHIP
 AND
 HIGHTSTOWN BOROUGH
 FOR SENIOR SERVICES

THIS AGREEMENT, made this _____ day of _____ 2014, between the TOWNSHIP OF EAST WINDSOR, a municipal corporation of the State of New Jersey, with offices at 16 Lanning Boulevard, East Windsor, Mercer County, New Jersey 08520, hereinafter called "East Windsor," and HIGHTSTOWN BOROUGH, a municipal corporation of the State of New Jersey, with offices at 156 Bank Street, Hightstown, Mercer County, New Jersey 08520, hereinafter called "Hightstown."

WITNESSETH

WHEREAS, East Windsor operates the Senior Citizen Center and programs at the facility owned by East Windsor located at 40 Lanning Boulevard, East Windsor, New Jersey (hereinafter called "the Center"); and

WHEREAS, East Windsor Township and Hightstown Borough have entered into Interlocal Service Agreements whereby the Center and its programs have been available to senior citizens of Hightstown Borough; and

WHEREAS, Hightstown desires to continue to make the programs and services of the Center available to its senior citizens through a contract with East Windsor; and

WHEREAS, the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq., permits local units of this State to enter into a contract with any other local unit for the provision within their jurisdiction of any service which any party to the agreement is empowered to render within its own jurisdiction.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. INCORPORATION OF RECITALS

The WHEREAS clauses set forth above are hereby incorporated into and made a part of this agreement.

2. TERM/EFFECTIVE DATE

The term of this agreement shall be from March 1, 2014 through February 28, 2015. This agreement shall become effective upon the adoption of resolutions by both East Windsor and Hightstown approving same and authorizing its execution by the appropriate officials.

3. SCOPE OF SERVICES

During the term of this agreement, East Windsor shall operate the Center and make available to the senior citizens of Hightstown all of the services and programs offered through the Center, including but not limited to the Mercer County Nutrition Project for the Elderly and Senior Transportation. East Windsor shall be responsible for the operation of the Center, its services and programs. In connection therewith, East Windsor shall employ a Senior Citizen Center Director, provide necessary maintenance and upkeep of the Center, provide for daily scheduling and routing for the Senior Bus Service, and provide coordination with Mercer County, as needed, to maintain and operate the Nutrition Project for the Elderly.

SENIOR SERVICES INTERLOCAL
Page 2

4. MAINTENANCE OF RECORDS

East Windsor shall maintain records of the names and addresses of the senior citizens of each municipality who attend the Center or participate in its services or programs. To the extent practicable, these records shall reflect the number and nature of services or programs utilized by each participant. These records will be updated and provided to Hightstown on a monthly basis. Additionally, the Center shall be open for inspection by Hightstown officials during normal operating hours.

5. HIGHTSTOWN'S CONTRIBUTION FOR OPERATION OF THE CENTER

The parties agree that Hightstown shall pay to East Windsor Twenty-seven thousand one hundred ninety-five dollars and ninety-nine cents (\$27,195.99).

6. Hightstown's contribution for any successor agreement following the end of this term shall be based on the actual costs of operating the Center in 2014 as certified by the East Windsor's Chief Financial Officer, net of Senior Transportation bus fares, any unanticipated Federal, State or County revenue, along with the attendance and participation records of the Center maintained by East Windsor.

7. PAYMENT

Hightstown shall pay to East Windsor for services provided under this agreement the sum of \$27,195.99 payable as follows:

May 1, 2014	\$6,799.00
August 1, 2014	\$6,799.00
November 1, 2014	\$6,799.00
February 1, 2015	\$6,799.00

8. INDEMNIFICATION

Hightstown shall defend and hold harmless East Windsor against any and all claims brought against East Windsor or any of its agents or employees arising out of East Windsor providing any services to Hightstown senior citizens on behalf of Hightstown under the terms of this agreement. Provided, however, that Hightstown shall not be responsible for any such claims arising out of the willful, wanton, malicious or criminal conduct of any agent or employee of East Windsor. Hightstown shall provide a certificate of insurance naming East Windsor as an additional insured providing coverage for the obligations under this agreement.

9. RENEWAL

Prior to March 1, 2015, the parties will need to notify the other in writing if it desires to continue services and negotiate a new contract.

SENIOR SERVICES INTERLOCAL

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IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the respective dates indicated below:

ATTEST:

TOWNSHIP OF EAST WINDSOR

Susan Jackson, Deputy Municipal Clerk

JANICE S. MIRONOV, Mayor

Date: _____

ATTEST:

BOROUGH OF HIGHTSTOWN

Debra Sopronyi, Borough Clerk

STEVEN KIRSON, Mayor

Date: _____

SHARED SERVICES AGREEMENT
BETWEEN
EAST WINDSOR TOWNSHIP
AND
HIGHTSTOWN BOROUGH
FOR SENIOR SERVICES

THIS AGREEMENT, made this 1st day of March 2015, between the TOWNSHIP OF EAST WINDSOR, a municipal corporation of the State of New Jersey, with offices at 16 Lanning Boulevard, East Windsor, Mercer County, New Jersey 08520, hereinafter called "East Windsor," and HIGHTSTOWN BOROUGH, a municipal corporation of the State of New Jersey, with offices at 156 Bank Street, Hightstown, Mercer County, New Jersey 08520, hereinafter called "Hightstown."

WITNESSETH

WHEREAS, East Windsor operates the Senior Citizen Center and programs at the facility owned by East Windsor located at 40 Lanning Boulevard, East Windsor, New Jersey (hereinafter called "the Center"); and

WHEREAS, East Windsor Township and Hightstown Borough have entered into Shared Service Agreements whereby the Center and its programs have been available to senior citizens of Hightstown Borough; and

WHEREAS, Hightstown desires to continue to make the programs and services of the Center available to its senior citizens through a contract with East Windsor; and

WHEREAS, the Shared Services and Consolidation Act, N.J.S.A. 40:8A-1 et seq., permits local units of this State to enter into a contract with any other local unit for the provision within their jurisdiction of any service which any party to the agreement is empowered to render within its own jurisdiction.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. INCORPORATION OF RECITALS

The WHEREAS clauses set forth above are hereby incorporated into and made a part of this agreement.

2. TERM/EFFECTIVE DATE

The term of this agreement shall be from March 1, 2015 through February 29, 2016. This agreement shall become effective upon the adoption of resolutions by both East Windsor and Hightstown approving same and authorizing its execution by the appropriate officials.

3. SCOPE OF SERVICES

During the term of this agreement, East Windsor shall operate the Center and make available to the senior citizens of Hightstown all of the services and programs offered through the Center, including but not limited to the Mercer County Nutrition Project for the Elderly and Senior Transportation. East Windsor shall be responsible for the operation of the Center, its services and programs. In connection therewith, East Windsor shall employ a Senior Citizen Center Director, provide necessary maintenance and upkeep of the Center, provide for daily scheduling and routing for the Senior Bus Service, and provide coordination with Mercer County, as needed, to maintain and operate the Nutrition Project for the Elderly.

SENIOR SHARED SERVICES AGREEMENT
Page 2

4. MAINTENANCE OF RECORDS

East Windsor shall maintain records of the names and addresses of the senior citizens of each municipality who attend the Center or participate in its services or programs. To the extent practicable, these records shall reflect the number and nature of services or programs utilized by each participant. These records will be updated and provided to Hightstown on a quarterly basis. Additionally, the Center shall be open for inspection by Hightstown officials during normal operating hours.

5. HIGHTSTOWN'S CONTRIBUTION FOR OPERATION OF THE CENTER

The parties agree that Hightstown shall pay to East Windsor Twenty-seven thousand six hundred six dollars and eighty-three cents (\$27,606.83).

6. Hightstown's contribution for any successor agreement following the end of this term shall be based on the actual costs of operating the Center in 2015 as certified by East Windsor's Chief Financial Officer, net of Senior Transportation bus fares, any unanticipated Federal, State or County revenue, along with the attendance and participation records of the Center maintained by East Windsor.

7. PAYMENT

Hightstown shall pay to East Windsor for services provided under this agreement the sum of \$27,606.83 payable as follows:

May 1, 2015	\$6,901.71
August 1, 2015	\$6,901.71
November 1, 2015	\$6,901.71
February 1, 2016	\$6,901.71

8. INDEMNIFICATION

Hightstown shall defend and hold harmless East Windsor against any and all claims brought against East Windsor or any of its agents or employees arising out of East Windsor providing any services to Hightstown senior citizens on behalf of Hightstown under the terms of this agreement. Provided, however, that Hightstown shall not be responsible for any such claims arising out of the willful, wanton, malicious or criminal conduct of any agent or employee of East Windsor. Hightstown shall provide a certificate of insurance naming East Windsor as an additional insured providing coverage for the obligations under this agreement.

9. RENEWAL

Prior to March 1, 2016, the parties will need to notify the other in writing if it desires to continue services and negotiate a new contract.

SENIOR SHARED SERVICES AGREEMENT
Page 3

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the respective dates indicated below:

ATTEST:

TOWNSHIP OF EAST WINDSOR

Gretchen McCarthy, Municipal Clerk

JANICE S. MIRONOV, Mayor

Date: _____

ATTEST:

BOROUGH OF HIGHTSTOWN

Debra Sopronyi, Borough Clerk

Lawrence A. Quattrone, Mayor

Date: _____

TOWNSHIP OF EAST WINDSOR
DETAIL OF 2015 ESTIMATED EXPENSES

Salaries

Senior Center Coordinator	\$ 51,258.00	100%	\$ 51,258.00
Recreation Director	\$ 14,375.00	25%	\$ 57,500.00
Recreation Secretary	\$ -	25%	
P/T Substitutes	\$ 3,100.00	100%	\$ 3,100.00
Custodian	\$ 16,513.00	100%	\$ 16,513.00

Fringe**2015****Insurance**

Senior Center Coordinator	\$ 10,000.00	100%	\$ 10,000.00
Recreation Director	\$ 6,727.35	25%	\$ 26,909.40
Recreation Secretary	\$ -	25%	
Brady	\$ 2,730.62	20%	\$ 34,132.80
Assistant to the Twp. Mgr.	\$ 2,077.94	20%	\$ 10,389.72
Assistant Manager	\$ 5,381.88	20%	\$ 26,909.40
Askenstedt	\$ 5,318.68	20%	\$ 26,593.40
Finance Director	\$ 1,000.00	20%	\$ 5,000.00

Workmen's Comp	\$ 997.09	\$ 33,236.48	
Fica		PERS	
Leacock	\$ 3,921.24	Total Wages	\$ 104,533.21
Recreation Director	\$ 1,099.69		
Recreation Secretary	\$ -		
Jim Brady, Manager	\$ 351.58		4%
Assistant to the Twp. Mgr.	\$ 249.39		
Eric Schubiger, Assistant Ma	\$ 296.82	2015 PERS	\$ 433,633.00
Bill Askenstedt, Director, DP ¹	\$ 301.96	PERS	\$ 17,345.32
Finance Director	\$ 260.10		
Custodian/P/T	\$ 1,500.39		
Total Fringe	\$ 54,106.30		

Community Bus Grant

Local Share	\$ 37,420.00
Hightstown-Interlocal	\$ 2,180.00
Community Bus Costs not covered by Gr.	\$ 35,240.00

Administration**Estimate 15**

Jim Brady, Manager	\$ 4,800.00	\$ 120,000.00
Assistant to the Twp. Mgr.	\$ 3,260.00	\$ 81,500.00
Eric Schubiger, Assistant Ma	\$ 3,880.00	\$ 97,000.00
Bill Askenstedt, Director, DP ¹	\$ 3,947.21	\$ 98,680.32
Finance Director	\$ 3,400.00	\$ 85,000.00

Total **\$ 19,287.21** **\$ 482,180.32**

Insurance

Gen Liability 2015 \$ 164,439.00 \$ 14,799.51

Property 2015	\$ 32,898.00	\$ 2,960.82	Bldg Budgets	%	2014
			Police	50%	\$ 254,733.00
			Ward St	10%	\$ 50,250.00
			Municipal	26%	\$ 133,305.00
			Senior Center	13%	\$ 66,355.00
			Total	100%	\$ 504,643.00

Total **\$ 197,337.00** **\$ 17,760.33**

	2015 Total	Senior Center & Interlocal	Buildings & Grounds	Utilities
<u>Direct Costs</u>				
Office Supplies	\$ 1,600.00	\$ 1,600.00	\$ -	\$ -
Printed Supplies	\$ -	\$ -	\$ -	\$ -
Uniforms & Clothing	\$ 955.00	\$ -	\$ 955.00	\$ -
Minor Tools & General Hardware	\$ 200.00	\$ -	\$ 200.00	\$ -
Emergency & Safety Equipment	\$ 725.00	\$ 75.00	\$ 650.00	\$ -
Flags, Trophies & Awards	\$ 800.00	\$ 300.00	\$ 500.00	\$ -
Stationary Equipment	\$ 1,950.00	\$ -	\$ 1,950.00	\$ -
Books and Publications	\$ 50.00	\$ 50.00	\$ -	\$ -
Photographic Supplies & Equipment	\$ -	\$ -	\$ -	\$ -
Food	\$ 1,800.00	\$ 1,800.00	\$ -	\$ -
Recreation Supplies	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -
Other Consumable Supplies	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
Grounds	\$ 3,300.00	\$ -	\$ 3,300.00	\$ -
Trees, Plants & shrubbery	\$ 500.00	\$ -	\$ 500.00	\$ -
Janitorial Supplies	\$ 3,300.00	\$ 100.00	\$ 3,200.00	\$ -
Lighting Supplies	\$ 850.00	\$ -	\$ 850.00	\$ -
Electrical Service	\$ 28,000.00	\$ -	\$ -	\$ 22,000.00
Telephone Service	\$ 6,500.00	\$ -	\$ -	\$ 6,500.00
Natural Gas Service	\$ 13,000.00	\$ -	\$ -	\$ 11,000.00
Alarm System	\$ 1,700.00	\$ -	\$ 1,700.00	\$ -
Other Building Services	\$ 4,050.00	\$ -	\$ 4,050.00	\$ -
Other Contractual Services	\$ 51,393.00	\$ 42,393.00	\$ 9,000.00	\$ -
Other Equipment	\$ 960.00	\$ 960.00	\$ -	\$ -
Memberships	\$ -	\$ -	\$ -	\$ -
Meetings & Conferences	\$ 150.00	\$ 150.00	\$ -	\$ -
Training & Tuition	\$ -	\$ -	\$ -	\$ -
Sub-total	\$ 126,783.00	\$ 52,428.00	\$ 26,855.00	\$ 39,500.00
<u>Salaries & Wages</u>				
Senior Center Coordinator	\$ 51,258.00	\$ 51,258.00	\$ -	\$ -
P/T Substitutes	\$ 3,100.00	\$ 3,100.00	\$ -	\$ -
Custodian	\$ 16,513.00	\$ -	\$ 16,513.00	\$ -
Recreation Department Director	\$ 14,375.00	\$ 14,375.00	\$ -	\$ -
Clerical Support	\$ 1,850.58	\$ 1,850.58	\$ -	\$ -
Fringe Benefits for Employees	\$ 54,106.30	\$ 54,106.30	\$ -	\$ -
Sub-total	\$ 141,202.88	\$ 124,689.88	\$ 16,513.00	\$ -
Total Budget	\$ 267,985.88	\$ 177,117.88	\$ 43,368.00	\$ 39,500.00

Indirect Costs

	2015 Total	2014 Total
Community Bus not covered by Grant	\$ 37,420.00	\$ 37,420.00
Insurance	\$ 17,760.33	\$ 15,854.24
Depreciation	\$ 3,605.00	
Administration	\$ 19,287.21	\$ 18,947.21
Total Indirect Costs	\$ 78,072.54	\$ 72,221.45

Revenues

Bus Fares Collected	\$ 973.00
Total Revenues	\$ 973.00

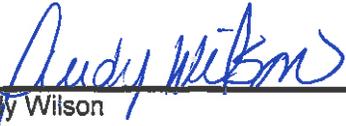
TOTAL COSTS LESS REVENUE \$ 345,085.42

	2015 Total	Senior Center	Buildings & Grounds	Utilities
Budgeted	\$ 267,985.88	\$ 177,117.88	\$ 43,368.00	\$ 39,500.00
Indirect Costs	\$ 78,072.54	\$ 78,072.54	\$ -	\$ -
Total Expenses	\$ 346,058.42	\$ 255,190.42	\$ 43,368.00	\$ 39,500.00
Total Revenues	\$ (973.00)	\$ (973.00)		
Total Costs Less Revenues	\$ 345,085.42	\$ 254,217.42	\$ 43,368.00	\$ 39,500.00

PERCENTAGE OF USE	2014* Participation	2015 Amount	2014 Participation	2014 Amount
East Windsor	92%	\$ 317,478.59	92%	\$317,049.13
Hightstown	8%	\$ 27,606.83	8%	\$27,195.99
Total	100%	\$ 345,085.42	100%	\$ 344,245.12

Interlocal Service Agreement Payments

May 1, 2015	\$ 6,901.71
August 1, 2015	\$ 6,901.71
November 1, 2015	\$ 6,901.71
February 1, 2016	\$ 6,901.71
Total Due	\$ 27,606.83



Judy Wilson
Finance Director

*2015 figures will be based on 2014 participation as of 12/31/14.

	Agreement Year		
	2015	2014	2013
<u>Direct Costs</u>			
Office Supplies	\$ 1,600.00	\$ 1,200.00	\$ 1,200.00
Printed Supplies	\$ -	\$ 2,400.00	\$ 2,400.00
Uniforms & Clothing	\$ 955.00	\$ 955.00	\$ 955.00
Minor Tools & General Hardware	\$ 200.00	\$ 200.00	\$ 200.00
Emergency & Safety Equipment	\$ 725.00	\$ 725.00	\$ 725.00
Flags, Trophies & Awards	\$ 800.00	\$ 800.00	\$ 800.00
Stationary Equipment	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Books and Publications	\$ 50.00	\$ 50.00	\$ 50.00
Photographic Supplies & Equipment	\$ -	\$ -	\$ -
Food	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
Recreation Supplies	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Other Consumable Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Grounds	\$ 3,300.00	\$ 3,300.00	\$ 1,200.00
Trees, Plants & shrubbery	\$ 500.00	\$ 500.00	\$ 500.00
Janitorial Supplies	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00
Lighting Supplies	\$ 850.00	\$ 850.00	\$ 850.00
Electrical Service	\$ 28,000.00	\$ 28,000.00	\$ 25,000.00
Telephone Service	\$ 6,500.00	\$ 6,500.00	\$ 5,000.00
Natural Gas Service	\$ 13,000.00	\$ 13,000.00	\$ 11,000.00
Alarm System	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00
Other Building Services	\$ 4,050.00	\$ 4,050.00	\$ 2,250.00
Other Contractual Services	\$ 51,393.00	\$ 47,253.00	\$ 47,253.00
Other Equipment	\$ 960.00	\$ 960.00	\$ 960.00
Memberships	\$ -	\$ -	\$ -
Meetings & Conferences	\$ 150.00	\$ 150.00	\$ 150.00
Training & Tuition	\$ -	\$ -	\$ -
Sub-total	\$ 126,783.00	\$ 124,643.00	\$ 114,243.00
<u>Salaries & Wages</u>			
Senior Center Coordinator	\$ 51,258.00	\$ 51,258.00	\$ 51,257.00
P/T Substitutes	\$ 3,100.00	\$ 3,100.00	\$ 7,000.00
Custodian	\$ 16,513.00	\$ 16,513.00	
Recreation Department Director	\$ 14,375.00	\$ 14,375.00	
Clerical Support	\$ 1,850.58	\$ 1,850.58	\$ 3,541.19
Fringe Benefits for Employees	\$ 54,106.30	\$ 54,358.00	\$ 45,869.49
Sub-total	\$ 141,202.88	\$ 141,454.58	\$ 107,667.68
Total Budget	\$ 267,985.88	\$ 266,097.58	\$ 221,910.68

Indirect Costs

	2015	2014	2013
Community Bus not covered by Grant	\$ 37,420.00	\$ 37,420.00	\$ 25,820.00
Insurance	\$ 17,760.33	\$ 17,760.33	\$ 15,854.24
Depreciation	\$ 3,605.00	\$ 3,605.00	\$ 3,605.00
Administration	\$ 19,287.21	\$ 19,607.21	\$ 18,827.21
Lost Property Taxes	\$ 712.00	\$ 712.00	\$ 712.00
Total Indirect Costs	\$ 78,072.54	\$ 79,104.54	\$ 64,818.45
Revenues			
Bus Fares Collected	\$ 973.00	\$ 957.00	\$ 1,000.00
Total Revenues	\$ 973.00	\$ 957.00	\$ 1,000.00
TOTAL COSTS LESS REVENUE	\$ 345,085.42	\$ 344,245.12	\$ 285,729.13

	2015 Total	2014 Total	2013 Total
Budgeted	\$ 267,985.88	\$ 266,097.58	\$ 221,910.68
Indirect Costs	\$ 78,072.54	\$ 79,104.54	\$ 64,818.45
Total Expenses	\$ 346,058.42	\$ 345,202.12	\$ 286,729.13
Total Revenues	\$ (973.00)	\$ (957.00)	\$ (1,000.00)
Total Costs Less Revenues	\$ 345,085.42	\$ 344,245.12	\$ 285,729.13



Judy Wilson
Finance Director



The Borough of Hightstown

Clerk's Office

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FROM THE DESK OF
DEBRA L. SOPRONYI, RMC/QPA
BOROUGH CLERK

TO: Mayor & Council
DATE: April 2, 2015
RE: Summer Hours

Summer Hours are proposed as in previous years:

Monday – Wednesday 8:00am to 5:30pm
Thursday, 8:00am to 4:30pm
(Lunch Hour reduced to ½ hour)

Dates for Summer Hours: May 29, 2015 through September 4, 2015.

The only holiday affected by the hours is July 4th, which holiday is to be observed on July 3, 2015. In order to assure the offices are not closed for a four day weekend for the 4th of July the proposal is to offer the employees an alternate day off during the summer hours period.