

Agenda
Hightstown Borough Council
Workshop Meeting
 December 7, 2015
 First Aid Building
 7:00 PM Business Meeting

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

November 2, 2015 Workshop
 November 16, 2015 Business
 November 16, 2015 Executive

Proclamation

Larry Gunnell – 50 Years of Service

Engineer Items

UV Project Design Modification Authorization
2015-288 Authorizing Execution of Engineering Agreement for Rehabilitation of Settling Tanks
2015-289 Authorizing Execution of Engineering Agreement for Rehabilitation of Well #2
2015-290 Authorizing Change Order #3 and Payment #3 – Pioneer General Contracting Co., Inc. (Enchantment at Hightstown Road Improvement Project)
2015-291 Authorizing Payment #5 – Lucas Construction Group, Inc. (2014 Road Improvement Program)

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.

Ordinances

2015-23 **Final Reading & Public Hearing** Amending Chapter 3 “Police Regulations”, Section 3-10 “Abandoned or Wrecked Vehicles”, and Section 3-11 “Parking of Boats, Trailers and Registered Vehicles” of the “Revised General Ordinances of the Borough of Hightstown”
2015-24 **Final Reading and Public Hearing** An Ordinance Amending and Supplementing Chapter 28, Entitled “Zoning” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey.”

- 2015-27** **Final Reading & Public Hearing** Amending Chapter 7 Entitled “Traffic”, Section 35 Entitled “Handicapped Parking”, of the “Revised General Ordinances of the Borough of Hightstown”
- 2015-28** **Final Reading & Public Hearing** Amending Chapter 28 “Zoning” of the Revised General Ordinances of the Borough of Hightstown Regarding Home-Based Businesses
- Resolutions**
- 2015-292** Authorizing the Payment of Bills
- 2015-293** Authorizing Execution of a Donor Agreement with Better Beginnings Child Development Center
- 2015-294** Authorizing Execution of a Donor Agreement with RISE
- Consent Agenda**
- 2015-295** Proclaiming December 7, 2015 as Communities of Light Day
- 2015-296** Authorizing Release of Escrow and Performance Bond Funds – Peacock Inn Associates, Inc. (Block 48.01, Lot 21)
- 2015-297** Authorizing Release of Demolition Bond Funds – Peddie School (Block 63.01, Lot 43)
- 2015-298** Authorize Execution of Cultural Arts Commission Grant Agreement with Mercer County Cultural and Heritage Commission
- 2015-299** Authorizing a Shared Services Agreement with Hamilton Township for Certain Health Services (STD Clinic)
- 2015-300** Requesting Approval for Insertion of a Special Item of Revenue in the 2015 Budget - Drunk Driving Enforcement Grant
- 2015-301** Requesting Approval for Insertion of a Special Item of Revenue in the 2015 Budget – Drive Sober or Get Pulled Over Year End Holiday Crackdown Grant
- Discussion**
- Purchase of Police Vehicles
- Salaries for 2016
- 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.
- Executive Session:**
- Resolution 2015-302** Authorizing a Meeting Which Excludes the Public
- Contract Negotiations – Police/Court/Dispatch
Dispatch Severance
- Personnel – Professional Services
Employment Contracts
- (No Action will be taken following Executive Session)**
- Mayor/Council/Administrative Reports**
- Adjournment**

**Meeting Minutes
Hightstown Borough Council
Workshop Meeting
November 2, 2015
6:45 pm**

The meeting was called to order by Mayor Quattrone at 6:45 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."

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; Fred Raffetto, Borough Attorney; and Tamara Lee, Borough Planner.

Resolution 2015-272 Authorizing a Meeting Which Excludes the Public

Mayor Quattrone requested that resolution 2015-272 be amended to include contract negotiations – Shared Services (Police/Dispatch/Court).

Council President Hansen moved resolution 2015-272 as amended, Councilmember Bluth seconded.

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

Resolution adopted 5-0.

Resolution 2015-272

*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 November 2, 2015 at 6:45pm 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:

Litigation – COAH
Personnel – Professional Services
Contract Negotiations – Shared Service (Police/Dispatch/Court)

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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: February 2, 2016 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.

Mayor Quattrone called the public meeting to order at 7:16pm and again read the Open Public Meeting Statement.

The flag salute followed Roll Call.

Tamara Lee, Borough Planner had departed during executive session and was no longer present; Councilmember Montferrat arrived during executive session and was now present; and George Lang, CFO arrived at this time and was now present.

Mayor Quattrone advised that ordinance 2015-23 was being re-introduced this evening, not adopted; so he requested that the agenda be amended to reflect this change.

Councilmember Misiura moved the agenda as amended for approval, Council President Hansen seconded.

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

Agenda approved 6-0.

Councilmember Kurs moved the October 5, 2015 workshop session minutes for approval, Council President Hansen seconded.

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

Minutes approved 6-0.

Council President Hansen moved the October 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 October 19, 2015 business session minutes for approval, Council President Hansen seconded.

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

Minutes approved 4-0, with two abstentions.

Councilmember Kurs moved the October 19, 2015 executive session minutes for approval, Councilmember Misiura seconded.

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

Minutes approved 4-0, with two abstentions.

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

Lynne Woods, 315 Park Avenue – commented that she hopes the vehicle ordinance issues are resolved as there are registered vehicles that have been abandoned on properties; there needs to be a definition of “abandoned”.

Rob Thibault, 504 S. Main Street – commented that he is concerned that the 2% escalation in the agreement with Roosevelt is not enough.

David Zaiser, Shade Tree Official – commented that the Borough need to manage the trees; value of the trees are based on a formula, and the trees that were taken down on Park Avenue valued approximately \$10,000; the Borough’s value of its trees overall is over \$1M. The Community Forestry Plan is on file with the State and the Borough must follow the rules with management through process and renewal. New trees should be planted to replace those removed for the road project, 18 trees need to be added at an approximate cost of \$6,000.

There was discussion regarding ash trees and the bore that is affecting them.

Barbara Jones, Environmental Commission Chair –commented that trees were taken down on Hutchinson for the road project, but they did not have to be the way the sidewalk was installed; the Borough needs to be creative. The Stormwater Management plan was not taken into account on Greeley and the Borough is being short-sited.

Mike Gargiullo, 113 First Avenue – thanked Council for listening and taking into consideration the restoration of vehicles in ordinance 2015-23.

Gerry Riccardi, JCP&L – gave Council a hand-out regarding a transmission line project being done due to increased demand in the area. He noted that additional poles are being installed and they are obtaining the rights of way from various property owners. The project is scheduled to be complete in 2016.

There was discussion regarding tree rights for line interference; a concerned resident in the Enchantment Development; voltage needed in the area; and wet lands and trees. Barbara Jones noted that the Environmental Commission would like to discuss the project with Mr. Riccardi.

J P Gibbons, 602 N. Main Street – commented that Mr. Riccardi should not have been permitted to talk for longer than 3 minutes; inquired how Council can vote on ordinance 2015-24 when the discussion is at the end of the meeting under home based business ordinance.

Councilmember Stults clarified that they are not the same ordinance.

Dan Buriak, 194 Stockton Street – thanked the Borough for its support on Saturday, the police did a great job; these events are community building; he would like to see it become an official event next year.

Eugene Sarafin, 628 S. Main Street – noted that he likes living in Hightstown and highlighted what pleases him.

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

Ordinance 2015-23 First Reading and Re-Introduction – An Ordinance Amending Chapter 3 “Police Regulations”, Section 3-10 “Abandoned or Wrecked Vehicles”. And Section 3-11 “Parking of Boats, Trailers and Registered Vehicles” of the “Revised General Ordinances of the Borough of Hightstown”

Councilmember Bluth moved ordinance 2015-23 for re-introduction, Council President Hansen seconded.

The Borough Attorney explained that there have been substantial changes to the ordinance, and given that the public needs the opportunity to address these changes, a re-introduction of the ordinance is needed.

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There was discussion regarding the need for definitions in the ordinance, protecting property owners, and the need for more revision.

Councilmember Montferrat moved to table the ordinance for re-introduction to permit time for the Borough Attorney to put definitions into the ordinance, Council President Hansen seconded.

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

Ordinance tabled 6-0.

Ordinance 2015-23

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

AMENDING CHAPTER 3 “POLICE REGULATIONS”, SECTION 3-10 “ABANDONED OR WRECKED VEHICLES”, AND SECTION 3-11 “PARKING OF BOATS, TRAILERS AND REGISTERED VEHICLES” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN”

WHEREAS, the Borough Council finds that enforcement of certain regulations within Chapter 3, Sections 10 and 11 of the “Revised General Ordinances of the Borough of Hightstown” should be enforceable by the Housing Inspector, Construction Official, or the Zoning Officer; and

WHEREAS, the Police Department has determined that such a change in the ordinance is advantageous to the residents of the Borough.

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

Section 1. Section 3-10 “Abandoned or Wrecked Vehicle” is hereby amended as follows (underline for additions, strikethroughs for deletions):

Section 3-10

ABANDONED OR WRECKED VEHICLES*

Subsections:

- | | |
|---------------|---|
| 3-10.1 | Definitions. |
| 3-10.2 | Abandoning Vehicles Unlawful. |
| 3-10.3 | Leaving Non-operating Vehicles on Streets Unlawful. |
| 3-10.4 | Storage on Private or Borough Property Restricted; Exceptions. |
| 3-10.5 | Impoundment; Redemption. |

* **Editor’s Note:** For additional regulations on property maintenance, see Chapter XIV.

3-10.1 Definitions.

As used in this section:

“Property” shall mean any real property within the Borough which is not a street or highway.

“Street” or “highway” shall mean the entire width between the boundary lines of every way maintained, when any part thereof is open to the use of the public for purposes of vehicular travel.

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“Vehicle” shall mean a machine propelled by other than human power, designed to travel along the ground by the use of wheels, treads, runners or slides and to transport persons or property or pull machinery, including, but not by way of limitation, an automobile, truck, trailer, motorcycle, tractor, buggy and wagon. (1991 Code § 217-1)

3-10.2 Abandoning Vehicles Unlawful.

No person shall abandon a vehicle within the Borough, and no person shall leave a vehicle at any place within the Borough for such time and under such circumstances as to cause the vehicle to reasonably appear to be abandoned. (1991 Code § 217-2)

3-10.3 Leaving Non-operating Vehicles on Streets Unlawful.

No person shall leave any unregistered, partially dismantled, non-operating, wrecked or junked vehicle on a street or highway within the Borough. (1991 Code § 217-3; Ord. No. 2002-04)

3-10.4 Storage on Private or Borough Property Restricted; Exceptions.

a. No person in charge or control of property within the Borough, whether as owner, tenant, occupant, lessee or otherwise, shall allow unregistered, partially dismantled, non-operating, wrecked, junked or discarded vehicles to be parked or stored anywhere on private property except on a paved or stoned driveway or an approved extension of a driveway, and such vehicles shall not be permitted to remain on the property longer than forty-eight (48) hours. ~~and Moreover,~~ no person shall leave such vehicles on any property within the Borough for a longer period than forty-eight (48) hours.

b. This section shall not apply to a vehicle in an enclosed building; a vehicle on the premises of a business enterprise operated in a lawful place and manner, when necessary to the operation of the business enterprise; or a vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the Borough. (1991 Code § 217-4; Ord. No. 2002-04)

c. If an unregistered, partially dismantled, non-operating, wrecked, junked or discarded vehicle is parked on private or Borough property in any other manner than as permitted pursuant to this Section, then it shall be considered a violation of this Section.

3-10.5 Impoundment; Redemption.

The Chief of Police or any member of the Police Department designated by him is authorized to remove or have removed any vehicle left at any place within the Borough which appears to be present in violation of this section. Such a vehicle shall be impounded until lawfully claimed or disposed of in accordance with applicable statutes. The Chief of Police or any member of the Police Department acting for him shall notify the registered and legal owner, in writing, by personal service or by certified mail, at the last known address of the owner, of the removal of the vehicle, the reason for the removal and the location of the vehicle. The vehicle shall be retained and impounded until the owner or his authorized agent pays the cost of such taking and removal, together with a garage charge of two (\$2.00) dollars for each day that the vehicle is retained and impounded. (1991 Code § 217-5)

3-10.6 Violations and Penalties.

In addition to the penalties set forth in Subsection 3-10.5, a summons may be issued for any violation of the provisions of this Section by any member of the Police Department, or by the Housing Inspector, the Construction Official, or the Zoning Officer. Any person violating any provision of this Section shall, upon conviction, be subject to the fine(s) prescribed in Section 1-5 of the Borough Code, or as otherwise provided by law.

Section 2. Section 3-11 “Parking of Boats, Trailers and Registered Vehicles” is hereby amended as follows (underline for additions, strikethroughs for deletions):

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Section 3-11

PARKING OF BOATS, TRAILERS AND REGISTERED VEHICLES

Subsections:

- 3-11.1** **Definitions.**
- 3-11.2** **Parking in Public Streets Restricted; Repairs.**
- 3-11.3** **Storage of Boats, Trailers and Camping Vehicles on Private Property.***
- 3-11.4** **Storage of Registered, Operating Vehicles on Private Property**

3-11.1 **Definitions.**

As used in this section:

Trailer or Camping and recreational vehicle shall mean any boat mounted on a trailer or any vehicle or structure used or intended to be used as a conveyance upon the public streets or highways and duly licensed as such, including self-propelled and non-self-propelled vehicles or structures designed, constructed and reconstructed or added to by means of accessories in such a manner as to permit the occupancy thereof as a dwelling or sleeping place, temporary or permanent, for one (1) or more persons and having no foundations other than wheels, skids, jacks or similar devices so arranged as to be integral with or portable by the trailer or camping and recreational vehicle, including any trailer or camping and recreational vehicle so arranged and installable as not be subject to transportation. (1991 Code § 203-1)

3-11.2 **Parking in Public Streets Restricted; Repairs.**

a. No person shall park any camping vehicle for any period exceeding two (2) hours on any street in the Borough except for the purpose of repair.

b. If any person desires to repair a camping vehicle while it is parked on any street, he shall obtain a permit therefor from the Police Department. Such permit shall not be issued unless the camping vehicle cannot be removed to a garage, service station or other premises for the purpose of repair and shall be granted on request without fee. It shall be valid for a period of forty-eight (48) hours from the issuance thereof but may, for good cause shown, be renewed for an additional forty-eight (48) hour period or periods as necessity may require. Any camping vehicle undergoing repairs while parked in a street shall not be used by any person as a dwelling or sleeping place during such period of repair. (1991 Code § 203-2)

3-11.3 **Storage of Boats, Trailers and Camping Vehicles on Private Property.***

Any owner of a boat, trailer or camping vehicle may park or store his equipment on private residential property in the Borough subject to the following conditions:

a. If the boat, trailer or camping vehicle is parked or stored outside of a garage or building, it shall be parked or stored to the rear of the front building line of the lot, on a paved or stoned driveway or an approved extension of a driveway, except that a boat, trailer or camping vehicle may be parked anywhere on private residential property for loading or unloading purposes.

b. At no time shall a parked or stored boat or camping vehicle be occupied or used for living, sleeping or housekeeping purposes or for storage of other than equipment used in connection with the vehicle.

c. Only one (1) of each such vehicle shall be permitted to be parked at one (1) time on any one (1) property. (1991 Code § 203-3; Ord. No. 2002-04)

* **Editor's Note:** For additional regulations on property maintenance, see Chapter XIV.

3-11.4 **Storage of Registered, Operating Vehicles on Private Property**

Registered, operating vehicles shall be parked or stored on a paved or stoned driveway or an approved extension of a driveway.

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If a vehicle is parked on private property in any other manner, then it shall be considered a violation of this Section. (Ord. No. 2002-04)

3-11.5 Violations and Penalties.

For any violation of the provisions of this Section, a summons may be issued by any member of the Police Department, or by the Housing Inspector, the Construction Official, or the Zoning Officer. Any person violating any provision of this Section shall, upon conviction, be subject to the fine(s) prescribed in Section 1-5 of the Borough Code, or as otherwise provided by law.

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

Ordinance 2015-24 Final Reading and Public Hearing Amending and Supplementing Chapter 28, Entitled “Zoning” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey”

Council President Hansen Councilmember Misiura moved ordinance 2015-24 for introduction, seconded.

The Borough Attorney reviewed the changes requested by the Planning Board and suggested adding non-residential zone as a requirement for the placement of the bins.

There was discussion regarding the Attorney’s suggestion and the timeframe for compliance. It was decided that the ordinance would be amended to make the change suggested by the Attorney on page one and to change the compliance time from 6 months to 60 days on page 3 in E.

Council President Hansen moved ordinance 2015-24 for adoption, Councilmember Kurs seconded.

Mayor Quattrone opened the public hearing on ordinance 2015-24 and the following individuals spoke:

Scott Caster, 12 Clover Lane – inquired as to whether the Borough has consulted with those who have the clothing bins in their lots; he has a concern that this ordinance will allow too many bins.

Eugene Sarafin, 628 S. Main Street – recommended that Council reconsider this ordinance as things can be picked up by appointment; the Borough should be licensing those who pick up items by appointment.

Scott Caster, 12 Clover Lane – commented that the parking lots downtown are privately owned and the property owners can place bins in those lots.

There being no further comments, the public hearing was closed.

Council President Hansen advised that there is presently no regulation on clothing bins in the Borough, this ordinance will regulate them.

There was discussion regarding limiting the locations to church lots only and that legitimate non-profits must own the bins; it was suggested that the number also be restricted by ordinance. The Borough Attorney advised that the legality of the suggested changes should be examined before adopting the ordinance.

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Councilmember Montferrat suggested that this ordinance, as currently written, be adopted; the Council could work on further revisions, but regulation of some kind is needed now.

Councilmember Misiura motioned to table the ordinance so the Borough Attorney can check into whether the Borough can restrict the bins as discussed, Councilmember Bluth seconded.

Roll Call Vote: Council members Bluth, Hansen, Kurs, Misiura, and Stults voted yes; Councilmember Montferrat voted no.

Ordinance tabled 5-1.

Ordinance 2015-24

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

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 28, ENTITLED “ZONING” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

BE IT ORDAINED by the Borough Council of the Borough of Hightstown, County of Mercer, New Jersey, that the Chapter 28, entitled “Zoning” of the “Revised General Ordinances of the Borough of Hightstown” is hereby amended to add a new Section, Clothing Bins, as follows:

SECTION 1: Purpose

The purpose of this ordinance is to accommodate clothing bins intended for charitable purposes only in appropriate locations, while protecting the public’s health, safety and welfare. In addition, this ordinance provides a permitting process for charitable clothing bins to ensure compliance with the provisions of the requirements and standards established herein.

SECTION 2: Add a Section to Chapter 28, Scope and Purpose, as follows:

Clothing Bins, Locations and Permits

Charitable clothing bins may be placed only in the following locations and under all applicable conditions:

At church and other religious institution parking lots (1 bin per site); and

At other sites located in non-residential zoning districts that are under private ownership, provided that bin placement meets all conditions herein (1 bin per site).

No charitable clothing bins shall be placed on Borough-owned property or in residential zoning districts.

Notwithstanding any other provision to the contrary, following the adoption of this Ordinance, no person or entity shall place, use or employ a donation charitable clothing bin, for solicitation purposes, unless all of the following requirements are met:

A. The donation charitable clothing bin is owned by a charitable organization registered with the Attorney General for the State of New Jersey pursuant to P.L. 1994, c. 16 or any person or entity; and

B. The registered charitable organization or other person or entity owning and monitoring the clothing bin for charitable purposes only has obtained a permit valid for a period not to exceed one year, from the Borough Zoning Officer, in accordance with the following:

1. In applying for such permit, the registered charitable organization, person or entity shall include the following information, at a minimum.

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a) The size of the clothing bin (enclosed and not larger than 6 feet by 6 feet) and the specific location where the bin will be situated, as precisely as possible;

b) The manner in which the charitable organization or other person or entity anticipates any clothing or donations collected via the bin would be used, sold or dispersed, and the method by which the proceeds of collected donations would be allocated or spent;

c) The name, address, and telephone number of the bona fide office of the applicant and of person or entity sharing or profiting from any clothing or other donations collected via the bin;

d) The schedule of pick-ups removing the articles from the bins, which shall be no less often than once per week, and the name and telephone number of the person or entity to be notified if the bin is overflowing prior to the scheduled date of pick-up; and

e) Written and notarized consent from the property owner, or the owners authorized representative, to place the bin on his/her/its property.

2. The Zoning Officer shall not approve an application and grant a permit to place, use, or employ a donation charitable clothing bin if he determines that the placement of the bin could constitute a safety hazard. Such hazards shall include, but are not limited to, the placement of a donation charitable clothing bin in existing parking spaces, in any area which interferes with pedestrian or vehicular traffic or access, obscures site visibility, hinders firefighting, violates any site plan approval applicable to the property, or is at a location which stores large amounts of, or sells, fuel or other flammable liquids or gasses.

3. The fee for the application for the permit shall be \$25.00.

4. All permits for a donation charitable clothing bin may be renewed by a charitable organization or other person or entity upon payment of the \$25.00 renewal fee and by application that shall include the following information:

a) The location where the bin is situated, as precisely as possible, and, if applicant intends to move it, the new location where the bin would be situated after the renewal is granted;

b) The manner in which the person or entity has used, sold or dispersed any clothing or other donations collected via the bin, the method by which the proceeds of collected donation have been allocated or spend, and any changes the person or entity anticipated it may make in these processes during the period covered by the renewal;

c) The name, address and telephone number of the bona fide office of the applicant and any person or entity which shared or profited from any clothing or other donations collected via the bin, and of any entities which may do so during the period covered by the renewal;

d) The schedule of pick-ups removing the articles from the bins, which can be no less often than once per week, and the name and telephone number of the person or entity to be notified if the bin is overflowing prior to the scheduled date of pick-up; and

e) Written and notarized consent from the property owner, or the owner's authorized representative, to place the bin on his/her/its property;

5. The following information shall be clearly, permanently and conspicuously written in either permanent paint or marker on the exterior of the donation charitable clothing bin:

a) The name and address of the registered charitable organization or person or entity owning the bin, and of any other person or entity which may share or profit from any clothing or other donations collected via the bin.

b) The telephone number of the organization's bona fide office and, if applicable, the telephone number of the bona fide office of any other person or entity which may share or profit from any clothing or other donations

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collected via the bin. The telephone number of an answering machine or service unrelated to the charitable organization does not satisfy this requirement.

c) The charitable organization or other person or entity's registration number, permit number and its date of expiration.

d) A statement, indicating the manner in which the charitable organization or other person or entity anticipated any clothing or other donations collected via the bin would be used, sold or dispersed, and the method by which the proceeds of collected donations would be allocated or spent.

6. Any clothing bin permitted hereunder shall be kept clean, properly painted, maintained, and shall be free of defects. Only clothing shall be deposited in a charitable clothing bin and no material shall be placed or stored on or outside of a clothing bin.

C. An enforcement official designated by the Borough Administrator, shall receive and investigate, within 30 days, all complaints about bins, and shall enforce this Ordinance.

1. Whenever it appears to the enforcement official that an entity, or person or entity has engaged in or is engaging in any act or practice in violation of this Ordinance, the organization or person or entity who placed the bin shall be issued a warning, stating that if the violation is not rectified or an appeal taken within 45 days, then the bin, any clothing or other donations collected via the bin will be sold at public auction. In addition to any other means used to notify the person or entity who placed the bin, a warning shall be affixed to the exterior of the bin itself, and the bin shall not be used until the violations are cured and the appeal is decided.

2. In the event that the person or entity or entity who placed the bin does not cure the violation or request a hearing before the Borough Administrator within 45 days of the posting of the warning, the Borough may seize the bin, remove it or have it removed, at the expense of the person or entity who placed the bin, and sell it at public auction, and otherwise dispose of any clothing or other donations collected via the bin, which proceeds shall be paid to the Borough's Chief Financial Officer.

3. In addition, any person or entity who violates any provision of PL 2007, C.209 shall be subject to a penalty for each violation as specified pursuant to PL 2007, C.209, of up to \$20,000 per violation and such other penalties or remedies permitted by law.

D. If any provision or portion of a provision of this Ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the Ordinance shall not be invalidated.

E. Within 60 days from the enactment of this Ordinance all existing charitable clothing bins shall meet all conditions of this Ordinance and shall obtain and display permits or be removed from their location by the person or entity placing the bin or shall be subject to removal by the Borough at the cost and expense of the person or entity placing or owning the bin. During the 60 day period, no additional charitable clothing bins may be placed in the Borough.

SECTION 3 Severability

The provisions of this Ordinance are severable, and the invalidity of any section, subdivision, paragraph or other wording in this Ordinance shall not affect the validity or effectiveness of the remainder of this Ordinance.

SECTION 4 Effective Date

This Ordinance shall take effect upon compliance with procedures prescribed by law, including NJSA 40:55D-97 of the Municipal Land Use Law (Submission of plan and ordinances to County Planning Board for approval).

Ordinance 2015-25 Final Reading and Adoption Amending and Supplementing Subsection 2-20.4, Entitled ""Election of Members; Qualifications," Subsection 2-20, Entitled "Fire Department." Of Chapter 2, Entitled "Administration," of the Revised General Ordinances of the Borough of Hightstown, New Jersey"

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Councilmember Kurs moved ordinance 2015-25 for adoption, Councilmember Stults seconded.

Mayor Quattrone reviewed the need for this ordinance. The Borough Attorney defined the term of lawful permanent resident.

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

Ordinance adopted 6-0.

Ordinance 2015-25

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

**AN ORDINANCE AMENDING AND SUPPLEMENTING
SUBSECTION 2-20.4, ENTITLED "ELECTION OF MEMBERS; QUALIFICATIONS" OF SECTION 2-20,
ENTITLED "FIRE DEPARTMENT,"
OF CHAPTER 2, ENTITLED "ADMINISTRATION,"
OF THE "REVISED GENERAL ORDINANCES OF THE
BOROUGH OF HIGHTSTOWN, NEW JERSEY."**

WHEREAS, the Mayor and Borough Council wish to make certain revisions to the Borough Code relating to the election and/or qualifications of members of the Hightstown Borough Fire Department, as set forth herein.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED, by the Borough Council of the Borough of Hightstown (the "Borough"), in the County of Mercer and State of New Jersey, that Section 2-20, entitled "Fire Department," of Chapter 2, entitled Administration," of the "Revised General Ordinances of the Borough of Hightstown, New Jersey," is hereby amended and supplemented at Subsection 2-20.4, entitled "Election of Members; Qualifications," in the following respects (additions are shown with underline).

**CHAPTER 2
ADMINISTRATION**

2-20 FIRE DEPARTMENT.

2-20.4 Election of Members; Qualifications.

The company shall elect Firefighters to membership. Each successful applicant for membership shall be:

- a. A citizen or lawful permanent resident of the United States.
- b. Not less than eighteen (18) years of age and not more than forty (40) years of age.
- c. In good health and of sound body, to be evidenced by a certificate to that effect signed by a licensed practicing physician of the State of New Jersey.
- d. Approved for membership by filing on the approved form of the State Firemen's Association a written application for membership in the Department before being appointed by the Mayor and Council.

BE IT FURTHER ORDAINED, that all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

BE IT FURTHER ORDAINED, that 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 the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

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BE IT FURTHER ORDAINED, that this Ordinance shall take effect immediately following final passage and publication in accordance with the law.

Ordinance 2015-26 Final Reading and Public Hearing Amending and Supplementing the Revised General Ordinances of the Borough of Hightstown, New Jersey” to Establish a New Chapter Thereof to be Known as “Tax Exemptions”

Councilmember Misiura moved ordinance 2015-26 for adoption, Council President Hansen seconded.

Mayor Quattrone opened the public hearing on ordinance 2015-26 and the following individuals spoke:

Eugene Sarafin, 628 S. Main Street – commented that it is a great ordinance and incentive; inquired why the Borough is doing the ordinance now.

Councilmember Misiura explained that it had been tossed around in discussion for the Borough to give incentive for people to upgrade and repair their property. Henry put us in touch with the Tax Assessor who noted that the state does have a provision for this type of ordinance. It is limited to homeowners and certain businesses.

Scott Caster, 12 Clover Lane – requested confirmation that the exemption would be on the added assessments only and for a period of five years.

There was discussion regarding what types of improvements result in added assessments and it was confirmed that the exemption would be on the added assessments only and for a period of five years.

Doug Mair, 536 S. Main Street – requested clarification regarding the types of repairs that are covered and what determines the amount of the exemption. Councilmember Misiura noted that the Assessor determines the added assessments and their value; he will also determine the exemption.

Mr. Mair then inquired as to how the five years applies. Councilmember Montferrat noted that it states in the ordinance that the five years begins when the improvement project is complete.

Mr. Mair inquired as to how often someone could get the exemption. The Borough Attorney advised that the ordinance dictates in section 6, one per year, per assessment. Councilmember Stults noted that not all repairs require permits nor will they cause an added assessment. Councilmember Misiura noted that most added assessments are caused by something new being added, not usually something replaced. Mr. Mair suggested that a sheet with the clarification information be distributed to those who inquire so as not to burden the Construction Official with explaining it to residents when they inquire.

Rob Thibault, 504 S. Main Street – commented that he has concern with the purpose of the ordinance and benefit to residents; he does not think it would be a deciding factor for residents to improve their property. He spoke regarding re-sale values of homes and thinks that this is stealing from taxpayers because the exemption also applies to school and county taxes, the other taxpayers will have to pay for the added assessments that are exempt. He noted that the retail and commercial has no limit in this ordinance, and suggested that taxes be reduced instead.

Eugene Sarafin, 628 S. Main Street – commented that the Council should re-think the incentive, only the wealthy who can afford the improvements will benefit.

Scott Caster, 12 Clover Lane – inquired whether the exemption is transferrable. Council noted that the exemption is attached to the property. Mr. Caster spoke regarding the lack of incentive, and without the incentive the ordinance will not be successful.

Rob Thibault, 504 S. Main Street – inquired whether there is evidence that this type of ordinance has worked elsewhere and commented that the commercial exemption could cost the Borough thousands.

There being no further comments, the public hearing was closed.

Councilmember Misiura noted that the suggestion to add retail to the exemption came from the Planning Board so businesses can

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benefit from improving their property. The Borough Attorney noted that the statute handles commercial property differently with no limitation on commercial improvements.

There was discussion regarding the definition of retail; encouraging foot traffic; and the ordinance not applying to service commercial establishments; the goal of the ordinance is to provide incentive; and removing the commercial aspect in the ordinance.

The Borough Attorney advised that the Council could amend the ordinance to remove the commercial aspect if they choose; all references to commercial and retail would be removed. Since they are not adding to the ordinance, which would require the public be given the chance to see the additions and comment on them, the amendment and adoption of the ordinance can still take place tonight.

Council President Hansen moved to amend ordinance 2015-26 to eliminate commercial and all references thereof from the ordinance and have it apply to residential property only, Councilmember Bluth seconded.

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

Ordinance amended 6-0.

Councilmember Montferrat moved to adopt ordinance 2015-26 as amended, Councilmember Stults seconded.

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

Ordinance adopted as amended 6-0.

ORDINANCE 2015-26

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

AN ORDINANCE AMENDING AND SUPPLEMENTING THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY,” IN ORDER TO ESTABLISH A NEW CHAPTER THEREOF TO BE KNOWN AS “TAX EXEMPTIONS.”

WHEREAS, the New Jersey “Five-Year Exemption and Abatement Law,” N.J.S.A. 40A:21-1, *et seq.* (the “Act”), permits municipalities to adopt an Ordinance to grant, for periods of five (5) years, exemptions or abatements, or both, from taxation relating to the construction and/or rehabilitation of certain structures within an area of the municipality delineated to be an “area in need of rehabilitation”; and

WHEREAS, the Act permits municipalities to tailor the program to its particular needs, in accordance with the provisions set forth in the Act; and

WHEREAS, the Mayor and Council of the Borough of Hightstown (the “Borough”) believe that the establishment of a program to grant exemptions from taxation relating to the rehabilitation of existing residential dwellings within the Borough, for periods of five (5) years, will constitute an effective tool to promote the rehabilitation of the Borough’s existing housing stock, and therefore that the program will benefit the residents of the Borough.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED, by the Borough Council, that a new Chapter, to be known as “Tax Exemptions,” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” is hereby established as follows:

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TAX EXEMPTIONS.

Section 1. Intended Purposes and Objectives.

The intention of this Chapter is to effectuate and accomplish the purpose authorized by N.J.S.A. 40A:21-1, et seq., which permits municipalities to grant for periods of five (5) years exemptions and/or abatements, or both, from taxation in areas of the municipality in need of rehabilitation. The intended purpose of this Chapter is to promote the improvement and/or rehabilitation of existing residential dwellings within the Borough, which will promote long-term growth and redevelopment that will positively impact the character and quality of life of the citizens of the Borough. This Chapter has been prepared in accordance with the "Five-Year Exemption and Abatement Law," N.J.S.A. 40A:21-1, et seq.

Section 2. Definitions.

As used in this Chapter:

Abatement shall mean 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 Chapter.

Area in need of rehabilitation shall mean a portion or all of the Borough which has been determined to be an area in need of rehabilitation or redevelopment pursuant to the "Local Redevelopment and Housing Law." P.L. 1992, c. 79 (C. 40A:12A-1, *et al.*), a "blighted area" as determined pursuant to the "Blighted Areas Act." P.L. 1949, c. 187 (C. 40:55-21-1, *et seq.*), or which has been determined to be in need of rehabilitation pursuant to P.L. 1975, c. 104 (C. 54:4-3.72, *et seq.*), P.L. 1977, c.12 (C.54:4-3.95, *et seq.*) or P.L. 1979, c. 233 (C. 54:4-3.121, *et seq.*).

Assessor shall mean the Municipal Tax Assessor serving the Borough, who is charged with the duty of assessing real property for the purposes of general taxation.

Borough shall mean the Borough of Hightstown.

Completion shall mean substantially ready for the intended use for which a building or structure is constructed, improved, or converted.

Condominium shall mean a property created or recorded as a condominium pursuant to the "Condominium Act," P.L. 1969, c. 257 (C. 46:8B-1, *et seq.*).

Construction shall mean the provision of new improvements to a dwelling located within the Borough.

Conversion or conversion alteration shall mean the alteration or renovation of nonresidential building or structure, or hotel, motel, motor hotel, or guest house, in such manner as to convert the building or structure from its previous use to use as a dwelling or multiple dwelling.

Cooperative shall mean a housing corporation or association, wherein the holder of a share or membership interest thereof is entitled to possess and occupy for dwelling purposes a house, apartment, or other unit of housing owned by the corporation or association, or to purchase a unit of housing owned by the corporation or association.

Dwelling shall mean a building or part of a building used, or 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 enjoyments 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 shall mean 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 Chapter.

Horizontal property regime shall mean a property submitted to a horizontal property regime pursuant to the "Horizontal Property Act," P.L. 1963, c. 168 (C. 46:8A-1, *et seq.*).

Improvement shall mean a modernization, rehabilitation, renovation, alteration or repair, through construction, which produces a physical change in an existing dwelling that improves the safety, sanitation, decency or attractiveness of the dwelling as a place for human habitation, 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 (3) or more dwelling units within the multiple dwelling. In the case of a multiple dwelling, 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 thirty (30%) percent. 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 (3) year period immediately preceding the filing of an application pursuant to this Act.

Multiple dwelling shall mean 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 the "General Common Elements" and "Common Elements" of a condominium, a cooperative, or a horizontal regime.

Section 3. Area in Need of Rehabilitation Declared.

The Borough Council hereby finds and declares that the entire area within the municipal boundaries of the Borough of Hightstown is an "area in need of rehabilitation" pursuant to the terms of this Chapter.

Section 4. Exemptions Authorized.

There is hereby authorized within the "area in need of rehabilitation" referenced above the ability of taxpayers to obtain exemption(s) from taxation as follows:

- a. *Improvements to Existing Dwellings.*
 1. An exemption from taxation is hereby authorized for improvements undertaken to existing dwellings within the Borough pursuant to the terms and conditions contained within this Chapter. For the purposes of this Chapter, the term "existing dwellings" shall not include the construction of new dwelling(s) on any property where the previous structure(s) or dwelling(s) on any property were demolished in their entirety or where less than sixty (60%) percent of the original square footage remains.
 2. Such exemption shall be permitted for improvements made to any existing dwelling that is more than twenty (20) years old.
 3. Such exemption shall be authorized to the extent of the first twenty-five thousand (\$25,000.00) dollars in Assessor's full and true value of improvements for each existing dwelling unit primarily and directly affected by the improvements.
 4. The exemption shall last for a period of five (5) years, commencing as of the date of completion of the improvements.
 5. Such exemption shall permit the improvements to not increase the value of the property notwithstanding the fact that the value of the property to which the improvements are

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made is increased thereby.

6. During the exemption period, the assessment on the property shall not be less than the assessment existing thereon immediately prior to the improvements, unless there is damage to the dwelling through action of the elements sufficient to warrant a reduction.

b. *Criteria for Exemption of Dwellings.*

In addition to the provisions set forth above, improvements to existing dwellings shall be eligible to receive a five-year exemption, as provided in this Chapter, upon meeting the following qualifications:

1. All real estate taxes and other municipal charges must be current.
2. The applicant must provide a Certificate of Occupancy or any other permit or approval required by the Borough.
3. The applicant must submit proof of ownership. Proof submitted must be current and valid at the time of submission.

Section 5. Determination of True Taxable Value by Assessor.

The Assessor shall determine, on October 1st of the year following the date of the completion of an improvement, the true taxable value thereof. The amount of tax to be paid for the first full tax year following completion shall be based on the assessed valuation of the property not allowed an exemption pursuant to this Chapter. The property shall continue to be treated in the appropriate manner for a period of five (5) years measured from the date of completion of the improvements.

Section 6. Additional Improvements on Exempt Properties.

There is hereby authorized within the Borough the ability of taxpayers to obtain exemption(s) from taxation relating to any additional improvement(s) completed on a property granted a previous exemption pursuant to this Chapter during the period in which such previous exemption is in effect. As such, additional improvement(s) shall be entitled to an exemption just as if such property had not received a previous exemption. In such case, the additional improvement(s) shall be considered as separate for the purposes of calculating exemptions pursuant to this Chapter.

Section 7. Applications; Filing and Approval; Form.

No exemption shall be granted pursuant to this Chapter except upon written application therefor filed with and approved by the Borough Assessor. Every application shall be on a form prescribed by the Director of the Division of Taxation in the Department of Treasury, and provided for the use of claimants by the Borough, and shall be filed with the Assessor within thirty (30) days, including Saturdays and Sundays, following the completion of the improvement. Every application for exemption which is filed within the time specified shall be approved and allowed by the Assessor to the degree that the application is consistent with the provisions of this Chapter. The granting of an exemption shall be recorded and made a permanent part of the official tax records of the Borough, which records shall contain a notice of the termination date thereof.

Section 8. Applicability of Exemption to Tax Types.

The exemption of real property taxes provided pursuant to this Chapter shall apply to property taxes levied for municipal purposes, school purposes, fire district purposes, County government purposes and for the purpose of funding any other property tax exemption.

Section 9. Annual Property Tax Bills.

During the first year following adoption of this Chapter, an appropriate notice shall be included in the mailing of annual property tax bills to each taxpayer of the Borough notifying the public that tax exemptions may be permitted

for the improvement and/or rehabilitation of existing residential dwellings within the Borough pursuant to the provisions of this Chapter. The notice shall advise the public that applications for exemption may be made immediately.

Section 10. Annual Municipal Report.

The Borough Council shall report, on or before October 1st of each year, to the Director of the Division of Local Government Services in the Department of Community Affairs and to the Director of the Division of Taxation in the Department of Treasury the total amount of real property taxes exempted within the Borough in the current tax year for improvements to existing dwellings.

Section 11. Limitation on Exemptions.

No applications shall be filed with or granted by the Borough for exemption(s) pursuant to this Chapter to take initial effect for the 11th full tax year following the initial adoption of this Chapter, or to take initial effect for any tax year occurring thereafter, unless this Chapter has been readopted by the Borough Council prior to the said 11th tax year.

Section 12. Application of Chapter.

The provisions of this Chapter shall only apply to improvements undertaken pursuant to construction permits issued by the Borough, applications for which were submitted subsequent to the effective date of this Chapter.

BE IT FURTHER ORDAINED, that all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

BE IT FURTHER ORDAINED, that 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 the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

BE IT FURTHER ORDAINED, that this Ordinance shall take effect following final passage and publication in accordance with the law.

Resolution 2015-273 Payment of Bills

Councilmember Bluth moved resolution 2015-273, Councilmember Stults seconded.

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

Resolution adopted 6-0.

Resolution 2015-273

*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 \$4,471,335.75 from the November 2, 2015

following accounts:

Current		\$3,877,544.55
W/S Operating		501,174.84
General Capital		10,790.50
Water/Sewer Capital		0.00
Grant		0.00
Trust		68,192.36
Housing Trust		4,488.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>9,145.50</u>
Total		<u>\$4,471,335.75</u>

Resolution 2015-274 Authorizing the Borough of Hightstown to Enter Into a Shared Service Agreement for Solid Waste Disposal with the Borough of Roosevelt

Council President Hansen moved resolution 2015-274, Councilmember Montferrat seconded.

There was discussion regarding the fee structure; the service being a real shared service that benefits both towns; and the agreement assisting with paying for the new truck.

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

Resolution adopted 6-0.

Resolution 2015-274

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

**AUTHORIZING THE BOROUGH OF HIGHTSTOWN TO ENTER INTO A SHARED SERVICES AGREEMENT
FOR SOLID WASTE COLLECTION WITH THE BOROUGH OF ROOSEVELT**

WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1 et seq. (the “Act”), authorizes local units November 2, 2015

of this State to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, the Borough of Roosevelt (“Roosevelt”) is in need of the provision of solid waste collection services (also referenced as the “services”) for properties located within Roosevelt’s jurisdiction; and

WHEREAS, the Borough of Hightstown (“Hightstown”) is willing to assist Roosevelt by providing the services to Roosevelt, under certain terms and conditions; and

WHEREAS, in the spirit of inter-municipal cooperation, and in furtherance of the principles underlying the Act, Hightstown and Roosevelt (collectively, the “parties”) have negotiated an Agreement for the shared provision of the services within their respective jurisdictions; and

WHEREAS, the terms and conditions of this undertaking are set forth in a Shared Services Agreement; and

WHEREAS, pursuant to the Shared Services Agreement, Hightstown shall perform the services for Roosevelt for a period commencing on January 1, 2016 and continuing until December 31, 2020; and

WHEREAS, the Shared Services Agreement shall become effective once the parties have each duly authorized their proper officials to execute the Agreement, and the Agreement has been so executed.

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

1. A shared services agreement between the Borough of Hightstown and the Borough of Roosevelt for the provision of Solid Waste Collection for the period January 1, 2016 through December 31, 2020 is hereby authorized and accepted.
2. The Mayor and Clerk are authorized and directed to execute said agreement.

Consent Agenda Resolutions 2015-275, 2015-271, 2015-276, and 2015-277:

Councilmember Kurs moved resolutions 2015-275, 2015-271, 2015-276, and 2015-277 as the consent agenda, Councilmember Stults seconded.

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

Resolutions adopted 6-0.

Resolution 2015-275

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

**AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED
FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, the Borough of Hightstown has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

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WHEREAS, the Borough of Hightstown intends to utilize the online auction services of GovDeals.com located at www.GovDeal.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local requirements by a vendor approved by the Division of Local Government Services; and

WHEREAS, a notice shall be published in the Borough approved newspaper and on the Borough website announcing the auction, the web address where the auction will take place, the date(s) and time(s) for the auction and a description of the items to be sold with such publication being at least 10 days, but no more than 14 days prior to the auction.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hightstown in the County of Mercer, State of New Jersey, that the Borough is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled www.GovDeal.com; and

BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered into between GovDeals.com and the Borough of Hightstown shall be made available at www.GovDeal.com and in the Borough Clerk's office.

SCHEDULE A TO RESOLUTION 2015-275	
Year and Make	Vin/Serial
1988 Wheel Horse 310-10 Snow Blower	21-10K805
1987 Wheel Horse 308-8	21-08K803
1986 Toro Groundsmaster 322D - 72" Deck	61044
Tennant Sweeper with charger	n/a
Toro Groundsmaster 223D	n/a
1996 Dodge Utility	1B7KC26Z8TJ200737
1996 Dodge Pickup with Plow	1B7KF26C6TJ201386
1987 Chevy Van School Bus	2GBHG31K2H4141378
1975 Toro Groundsmaster Sweeper 72	n/a
Portable Gas Generator	n/a
1966 Ford Walk in Truck	P35AL750050
1974 Ford L8000 Garbage Truck	R8904VT33948
1985 Kohler Generator	117003
1997 Ford Taurus	1FALP5228VG222147
2001 Ford Crown Victoria	2FAFP71W21X165784
2004 Ford Crown Victoria	2FAHP71W84X106039
1982 Chevy C60	1GBG6D1FXCV127678
1994 Ford Escort	1FAAP15J8RW132837

Resolution 2015-271

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

AUTHORIZING SALE BY ASSIGNMENT OF

November 2, 2015

TAX SALE CERTIFICATE #15-00011

BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that, pursuant to N.J.S.A. 54:5-113, the following Tax Sale Certificate is hereby sold by assignment to Jeyakumar Aiyathurai, 41 Robbins Road South, Millstone, New Jersey 08510 for a total of \$11,550.72, which sum includes the following amounts which are calculated with interest through November 6, 2015: (1) 2014 taxes in the amount of \$10,736.24; (2) Redemption Penalty in the amount of \$644.17; (3) interest in the amount of \$150.31; and (4) Recording and other fees in the amount of \$20.00:

Certificate No.: 15-00011

Property Location: Block 40, Lot 18

Owner of Record: Samuel Ames

Date of Tax Sale: October 8, 2015

BE IT FURTHER RESOLVED, that a per diem amount of \$0.05368120 per day will accrue on both the taxes due and the lien commencing as of November 7, 2014, if the above sum is not paid to the Borough by that date.

Resolution 2015-276

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

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE IMPROVEMENTS TO FIRST AVENUE PROJECT

NOW THEREFORE BE IT RESOLVED, that the Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2016-HightsotwnBorough-00629 to the New Jersey Department of Transportation on behalf of the Borough of Hightstown.

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

Resolution 2015-277

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

REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET

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

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

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby request the Director of the Division of Local Government Services to approve the insertion of a special item of revenue and equal appropriation in the budget of the Borough of Hightstown for the year 2015 as follows:

Source	Amount	Revenue Title	Appropriation Title
State of New Jersey	\$1,510.33	Body Armor Replacement Fund Program	Body Armor Replacement Fund Program

Handicapped Parking Ordinance

The Mayor and Council reviewed the cost estimate from Public Works regarding the cost to install the signs. There was discussion and it was decided that the ordinance would be put on the next agenda for introduction, but the payment of installation costs for an on street parking spot at a residence would be eliminated.

Home Base Business Ordinance

Mayor Quattrone advised that the recommended changes in the ordinance have come from the Planning Board.

There was discussion regarding Real Estate and Insurance not being acceptable, while Attorney offices are. It was noted that Attorney Offices have limited visitors, while the other offices have people coming and going all day; and the ordinance does not permit for more than one office staff member, the other offices usually have several staff members.

Council agreed that the ordinance changes, as recommended by the Planning Board, should be placed on the next meeting agenda.

E-Mail Protocol

Council President Hansen noted that e-mails are directed to the Mayor and Council and either nobody answers, or everybody answers separately. There needs to be a process so the proper information is given and Council knows that the e-mail has been responded to. There was discussion and it was decided that e-mails addressed to Mayor and Council will be directed to the Municipal Clerk or Administrator who will then respond and copy Mayor and Council.

Meeting Time

Councilmember Misiura noted that the 6:15pm start time for executive session is difficult to make due to work schedules; 7:00pm would be more reasonable. There was discussion regarding Professionals being needed in executive session and it was decided that when the resolution is done determining the schedule for 2016 at the reorganization meeting, the general meeting will be scheduled for 7:30pm; executive session could then begin at 7:00pm.

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

Doug Mair, 536 S. Main Street – commented that he has read the home based business ordinance in advance; he get 100+ e-mails daily and responds to each, he expects the Mayor and Council to do the same; Council members did not tell the voters they could not stay late at meetings, if it is an issue you should not have run.

Lynne Woods, 315 Park Avenue – commented that she got a call that paving was going to take place for the road project, but it did not; the public needs updates.

Mary Beth Colvell, 126 Broad Street – reviewed ADA requirements

Rob Thibault, 504 S. Main Street – commented that his issue with the Roosevelt agreement is that it does not cover cost.

November 2, 2015

Mayor/Council/Administrative Reports

Councilmember Stults – advised the Planning Board is close with the design ordinance and the A-Frame sign ordinance has been drafted and is forthcoming as is the Highway Commercial ordinance; Downtown Hightstown is waiting for the resolution from the Planning Board for the Master Plan regarding the Vision then they can move forward; Downtown Hightstown will be hanging the holiday lights and are in need of volunteers to assist checking and hanging lights, possibly the Saturday before Thanksgiving; He reviewed the Inspection report.

Councilmember Kurs – commented that his carbon monoxide detector went off, and he thanked the Fire Department for their assistance, and reminded the public to make sure their detectors batteries are fresh and the detectors work; Firefighter Napa, Jr. passed away on October 27th, he was a long time member and we thank him for his service to the community and his family for letting him serve as long as he did. He is glad ordinance 2015-25 passed; Halloween was exciting and he thanked the Police for the public safety; advised that 32 resumes for Police Officer were received and are being reviewed; he reviewed the monthly police report; noted that the power outage on October 26th was due to mylar balloons.

Councilmember Bluth – commented that Stockton Street was very nice on Halloween and the Police did a great job, it was a wonderful evening.

Councilmember Montferrat – suggested that the public e-mail their questions prior to the meeting so Council can have the appropriate answers at the meeting.

Councilmember Misiura – noted that Halloween was great on South Main Street also and there was a strong Police presence; he attended the Environmental Commission meeting but has nothing to report; reminded everyone that the general election is tomorrow and requested that a reverse call be made tomorrow to remind everyone to vote.

Council President Hansen – noted that she thought there were a lot of people for Halloween; there will be a water/sewer meeting on Wednesday; while there was strain to the residents during the road project, it looks nice; we also know how to handle e-mail in business, but in government your responses have to be correct and direct; there is potential for discussion regarding the re-development of the Rug Mill at the next meeting.

Mayor Quattrone – noted that he tries to respond to all e-mails; he spent Sunday afternoon with the Latin community; he is pleased with the handicapped parking ordinance; Halloween is a big holiday and is growing every year in Hightstown, he suggested that a decorating contest and costume parade be held next year.

Councilmember Bluth – noted that the Parks & Recreation Commission is discussing Halloween activities.

Mayor Quattrone – noted that Hightstown should do a ceremony for Veterans Day.

There was discussion regarding the timeline for completion of the road project. Mr. Underhill noted that he will do a reverse call updating the status.

Councilmember Montferrat moved to go back into executive session at 10:30pm, Council President Hansen seconded. All ayes.

Council returned to open session at 11:20pm.

Councilmember Stults moved to adjourn at 11:20pm, Council President Hansen seconded. All ayes.

Respectfully Submitted,

Debra L. Sopronyi, RMC
Borough Clerk

November 2, 2015

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

The meeting was called to order by Mayor Quattrone at 7:01 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>		ARRIVED LATE 7:07 P.M.
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret Riggio, Deputy Borough Clerk; Henry Underhill, Borough Administrator; George Lang, CFO, Fred Raffetto, Borough Attorney; Carmela Roberts, Borough Engineer.

APPROVAL OF AGENDA

Mayor Quattrone asked that Resolution 2015-287 be added to the agenda.

Council President Hansen moved the agenda as amended. Councilmember Misiura seconded.

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

Agenda approved as amended 4-0.

APPROVAL OF MINUTES

Councilmember Misiura asked that the minutes from the November 2, 2015 Workshop Meeting be tabled.

Ordinance 2015-26 was amended before adoption and the ordinance included in the minutes did not show the changes made.

Councilmember Misiura moved the November 2, 2015 Workshop minutes be tabled, Councilmember Stults seconded.

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

Minutes tabled 4-0.

Council President Hansen moved the November 2, 2015 Executive minutes for approval, Councilmember Misiura seconded.

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

Minutes approved 4-0.

Councilmember Montferrat joined the meeting at this time.

PROCLAMATION

Larry Gunnell – 50 years of services

Mr. Gunnell was not present at this time so the Mayor moved forward with the meeting.

OATH OF OFFICE

Keith White – Historic Preservation Commission

Mr. White was not present at the meeting.

ENGINEER ITEMS

Borough Engineer, Carmela Roberts, gave updates on the following project.

Etra Road

At the present time curbs have been installed. The County work is still outstanding and the County has not given a timeframe for completion. She will follow up with the County for an update.

Walking Bridge

This project is on schedule. Approval from the DOT was received in October. We will advertise the project in late winter with anticipated work to begin in spring 2016.

Park Avenue

Paving began today; stripping and signage to be scheduled. The total contract amount is within the approved amount. The original completion date in the contract was September 20, 2015. The contractor requested an extension of time with a completion date of November 20, 2015. Ms. Roberts will forward the letter to Mr. Underhill, Borough Administrator this week.

Councilmember Misiura inquired about back charging the contractor for time that was put in by our Department of Public Works. Ms. Roberts said that she would speak with Ken Lewis, DPW Superintendent, about the back charges.

Maxwell Avenue

This project is moving along quietly. Work began on November 9th with a 45 day completion target. The contractor thinks the project will be completed within that timeframe.

Stockton Street – Safe Routes to School

This project is through a Federal Grant. The Borough was notified by the DOT that a new program is being initiated that may include a “free design plan” for the project. At this point, the Borough had authorized Roberts Engineering to go forward with the design. To date, Roberts Engineering has not done much with the design of the project. Ms. Roberts informed Council that she will not move forward with the design until more information is received regarding the “free design plan” from the DOT.

NJEIT Projects

There are 3 projects currently; Settling Tank Rehab, Well Number 2 Rehab, UV Disinfection. All 3 projects are far along in progress. All permits have been received. We are waiting for authorization from the grant to advertise.

Regarding the UV Disinfection, Ms. Roberts stated that she was informed by Mr. Searing, Waste Water Treatment Superintendent, that the filter tank is in such poor condition it may not be salvageable. Ms. Roberts told Council that this is the first time she had been told this. The Sewer Engineer’s recommendation is to replace the filters and put UV disinfection system inside the filter building rather than doing an exterior UV disinfection system. Cost of exterior system vs. replacing filters with indoor UV system is about the same. Outside UV system is an automatic system. Inside system is a manual system. As of now, the system is filtering property but the tanks are deteriorating. A redesign would need to be done. NJEIT would need to be informed that the scope of the project will be changed. A modification to the DEP Permit would need to be done. Ms. Roberts asked for Council for authorization to move forward with the redesign. Mr. Raffetto advised Council to wait until the next meeting until more information is received from the Borough Engineer before a decision is made. It was agreed to have Ms. Roberts come before Council at the next meeting with the costs of a redesign.

Automated Flood Gate Operator Replacement

The automatic flood gate is used to follow water levels in Peddie Lake. This has not worked properly for months. Right now the rain fall levels are monitored manually. Earlier this year divers replaced the actual gate mechanism. Ms. Roberts advised that a complete replacement of the monitoring system is needed to monitor the rain level. Ms. Roberts estimated that the cost to replace the monitoring system is approximately \$37,500 plus \$8,000 in engineering costs. Because of the total costs, this project would not have to be advertised.

After discussion, it was decided that this project would be put off until January 2016 and the cost could be put into the Capital Budget.

Resolution 2015-278 Authorizing Payment #4 – Lucas Construction Group, Inc. (2014 Road Improvement Program)

Councilmember Montferrat moved Resolution 2015-278; Council President Hansen seconded.

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

Resolution adopted 5-0.

Resolution 2015-278

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

**AUTHORIZING PAYMENT # 4 – LUCAS CONSTRUCTION GROUP, INC.
(2014 ROAD IMPROVEMENT PROGRAM)**

WHEREAS, on April 20, 2015 the Borough Council awarded a contract for the 2014 Road Improvement Program to Lucas Construction Group, Inc. of Morganville, New Jersey in the amount of \$1,598,913.21; and

WHEREAS, the contractor has submitted payment request #4 related to construction of curb, sidewalks, driveways and milling and for the project in the total amount of \$428,541.18; and

WHEREAS, the amount of this payment for general construction is \$374,083.14 with FY2013 phase cost being \$356,412.88 and FY2014 phase cost being \$17,670.26; and

WHEREAS, the amount of this payment for water and sewer related items is \$54,458.04 with FY2013 phase cost being \$24,326.06 and FY2014 phase cost being \$30,131.98; and

WHEREAS, the Borough Engineer has recommended approval of payment #4 to Lucas Construction Group, Inc. in the amount of \$428,541.18 following receipt of the certified payrolls; and

WHEREAS, the Treasurer has certified that funds are available for this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Payment Request No. 4 to Lucas Construction Group, Inc. of Morganville, New Jersey in the amount of \$428,541.18 following receipt of the certified payrolls is hereby approved as detailed herein, and the Treasurer is authorized to issue same.

Resolution 2015-279 Authorizing Change Order #2 & Payment #2 – Pioneer General Contracting Co., Inc. (Enchantment at Hightstown Road Improvement Program)

Carmela Roberts, Borough Engineer, updated Council on the progress of this project. The change order is for a reduction in a line item cost. Final paving will done Friday and Saturday of this week.

Councilmember Misiura moved Resolution 2015-279; Council President Hansen seconded.

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

Resolution adopted 5-0.

Resolution 2015-279

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

AUTHORIZING CHANGE ORDER #2 & PAYMENT #2 – PIONEER GENERAL CONTRACTING CO., INC. (ENCHANTMENT AT HIGHTSTOWN ROAD IMPROVEMENT PROGRAM)

WHEREAS, on July 20, 2015 the Borough Council awarded a contract for the Enchantment at Hightstown Road Improvement Program to Pioneer General Contracting Co., Inc. of South River, New Jersey in the amount of \$334,083.00; and

WHEREAS, the contractor has submitted change order #2 for extras in the amount of \$5,000.00, supplemental items in the amount of \$10,650.00 and a reduction in costs of \$17,309.90 for a total reduction of \$1,659.90

WHEREAS, the contractor has submitted payment #2 in the amount of \$143,368.71 for work related to mobilization, storm drain installation, and curb and sidewalks; and

WHEREAS, the Borough Engineer has recommended approval of payment #2 in the amount of \$143,368.71 pending receipt of certified payrolls; and

WHEREAS, the Treasurer has certified that funds are available for this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Payment #2 in the amount of \$143,368.71 to Pioneer General Contracting Co., Inc. of South River, New Jersey is hereby approved as detailed herein.

PUBLIC COMMENT

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

Walter Sikorski, 326 South Main Street – Spoke about the Historic Preservation Commission wanting to declare properties in town historic without notifying property owners.

Lynne Woods, 315 Park Avenue – Asked about the garbage pick-up schedule in relation to the paving schedule on Park Avenue. Also questioned Council about the definition of “abandoned” in Ordinance 2015-23.

Steve Csik, 106 Clinton – Spoke about the rain water in front of his property. Asked that Borough Engineer Carmela Roberts please come and look at it after the next rain.

Marybeth Colvell, 128 Broad Street – Asked Council to please clean leaves out of the street before hydrants are flushed.

Doug Mair 536 South Main Street – Spoke about getting rid of the Water/Sewer Department. Also asked Council to hold off on getting new police vehicles until it is decided if we are keeping the Police Department. Talked about sidewalks being everywhere in the Borough.

Scott Caster, 12 Clover Lane – Stated that he feels the flood gate at Peddie Lake is a regional issue and we should be looking for funds from the State since this controls flooding to protect the State highways.

Eugene Sarafin, 628 South Main Street – Stated that Mr. Mair needs to talk to the County about the sidewalks in front of his house. Continued by commending our DPW on keeping the Borough looking nice. Ended by stating that we need to have sidewalks all through town. They are pathways for people to travel.

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

ORDINANCES

Ordinance 2015-23 First Reading and Re-Introduction Amending Chapter 3 “Police Regulations” Section 3-10 “Abandoned or Wrecked Vehicles”, and Section 3-11 “Parking of Boats, Trailers and Registered Vehicles” of the “Revised General Ordinances of the Borough of Hightstown”

Councilmember Stults moved Ordinance 2015-23 for Re-Introduction; Council President Hansen seconded.

Mayor Quattrone asked the Borough Attorney if we could add the NJDMV's definition of "abandoned" to the definition in the Ordinance.

Further discussion ensued. The issue that is being talked about is vehicles on properties, they are an eye sore and we need a clear way to be able to identify the problems. Mr. Raffetto suggested modifying the wording in Section 3-10.4 to *If an unregistered or partially dismantled or non-operating or wrecked or junked or discarded vehicle is parked on private or Borough property in any other manner than as permitted pursuant to this Section, then it shall be considered a violation of this Section.*

Council agreed to re-introduce the Ordinance with the proposed changes.

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

Ordinance Re-introduced as amended 5-0. Public Hearing scheduled for December 7, 2015 at 7:00 p.m.

Ordinance 2015-23

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

AMENDING CHAPTER 3 "POLICE REGULATIONS", SECTION 3-10 "ABANDONED OR WRECKED VEHICLES", AND SECTION 3-11 "PARKING OF BOATS, TRAILERS AND REGISTERED VEHICLES" OF THE "REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN"

WHEREAS, the Borough Council finds that enforcement of certain regulations within Chapter 3, Sections 10 and 11 of the "Revised General Ordinances of the Borough of Hightstown" should be enforceable by the Housing Inspector, Construction Official, or the Zoning Officer; and

WHEREAS, the Police Department has determined that such a change in the ordinance is advantageous to the residents of the Borough.

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

Section 1. Section 3-10 "Abandoned or Wrecked Vehicle" is hereby amended as follows (underline for additions, strikethroughs for deletions):

Section 3-10

ABANDONED OR WRECKED VEHICLES*

Subsections:

- 3-10.1** **Definitions.**
- 3-10.2** **Abandoning Vehicles Unlawful.**
- 3-10.3** **Leaving Non-operating Vehicles on Streets Unlawful.**
- 3-10.4** **Storage on Private or Borough Property Restricted; Exceptions.**
- 3-10.5** **Impoundment; Redemption.**

* **Editor's Note:** For additional regulations on property maintenance, see Chapter XIV.

3-10.1 Definitions.

As used in this section:

“Abandon” shall mean to intentionally and permanently give up, surrender, leave, desert or relinquish all interest or ownership in a vehicle. A vehicle is considered abandoned if it has been in the same public location for at least three consecutive days. Most often, it will be damaged or missing critical components, such as the engine, wheels, tires or plates. Circumstances which may lead to a presumption of abandonment include, but are not necessarily limited to, broken window(s) or windshield that limit visibility; one or more flat tires; invalid license plates; or vehicle being unregistered or uninspected. This does not include any vehicle that is kept within a building when it is not in use.

“Property” shall mean any real property within the Borough which is not a street or highway.

“Renovated” shall mean restored to good condition; made new or as if new again; repaired.

“Repaired” shall mean restored to former condition or operational soundness.

“Restored” shall mean brought back into a former, original, or normal condition.

“Street” or “highway” shall mean the entire width between the boundary lines of every way maintained, when any part thereof is open to the use of the public for purposes of vehicular travel.

“Vehicle” shall mean a machine propelled by other than human power, designed to travel along the ground by the use of wheels, treads, runners or slides and to transport persons or property or pull machinery, including, but not by way of limitation, an automobile, truck, trailer, motorcycle, tractor, buggy and wagon. (1991 Code § 217-1)

3-10.2 Abandoning Vehicles Unlawful.

No person shall abandon a vehicle within the Borough, and no person shall leave a vehicle at any place within the Borough for such time and under such circumstances as to cause the vehicle to reasonably appear to be abandoned. (1991 Code § 217-2)

3-10.3 Leaving Non-operating Vehicles on Streets Unlawful.

No person shall leave any unregistered, partially dismantled, non-operating, wrecked or junked vehicle on a street or highway within the Borough. (1991 Code § 217-3; Ord. No. 2002-04)

3-10.4 Storage on Private or Borough Property Restricted; Exceptions.

a. No person in charge or control of property within the Borough, whether as owner, tenant, occupant, lessee or otherwise, shall allow unregistered or uninspected or partially dismantled or non-operating or wrecked or junked or discarded vehicles to be parked or stored anywhere on private property except on a paved or stoned driveway or an approved extension of a driveway, and such vehicles shall not be permitted to remain on the property longer than forty-eight (48) hours, ~~and~~ Moreover, no person shall leave such vehicles on any property within the Borough for a longer period than forty-eight (48) hours.

b. This section shall not apply to a vehicle in an enclosed building; a vehicle on the premises of a business enterprise operated in a lawful place and manner, when necessary to the operation of the business enterprise; a vehicle that is parked or stored on a paved or stoned driveway or an approved extension of a driveway and which is actively being repaired, renovated or restored, so long as the vehicle is covered with an appropriate durable car cover, during times when such work is not being undertaken; or a vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the Borough. (1991 Code § 217-4; Ord. No. 2002-04)

c. If an unregistered or uninspected or partially dismantled or non-operating or wrecked or junked or discarded vehicle is parked on private or Borough property in any other manner than as permitted pursuant to this Section, then it shall be considered a violation of this Section.

3-10.5 Impoundment; Redemption.

The Chief of Police or any member of the Police Department designated by him is authorized to remove or have removed any vehicle left at any place within the Borough which appears to be present in violation of this section. Such a vehicle shall be impounded until lawfully claimed or disposed of in accordance with applicable statutes. The Chief of Police or any member of the Police Department acting for him shall notify the registered and legal owner, in writing, by personal service or by certified mail, at the last known address of the owner, of the removal of the vehicle, the reason for the removal and the location of the vehicle. The vehicle shall be retained and impounded until the owner or his authorized agent pays the cost of such taking and removal, together with a garage charge of two (\$2.00) dollars for each day that the vehicle is retained and impounded. (1991 Code § 217-5)

3-10.6 Violations and Penalties.

In addition to the penalties set forth in Subsection 3-10.5, a summons may be issued for any violation of the provisions of this Section by any member of the Police Department, or by the Housing Inspector, the Construction Official, or the Zoning Officer. Any person violating any provision of this Section shall, upon conviction, be subject to the fine(s) prescribed in Section 1-5 of the Borough Code, or as otherwise provided by law.

Section 2. Section 3-11 "Parking of Boats, Trailers and Registered Vehicles" is hereby amended as follows (underline for additions, strikethroughs for deletions):

Section 3-11

PARKING OF BOATS, TRAILERS AND REGISTERED VEHICLES

Subsections:

- 3-11.1 Definitions.**
- 3-11.2 Parking in Public Streets Restricted; Repairs.**
- 3-11.3 Storage of Boats, Trailers and Camping Vehicles on Private Property.***
- 3-11.4 Storage of Registered, Operating Vehicles on Private Property**

3-11.1 Definitions.

As used in this section:

Trailer or Camping and recreational vehicle shall mean any boat mounted on a trailer or any vehicle or structure used or intended to be used as a conveyance upon the public streets or highways and duly licensed as such, including self-propelled and non-self-propelled vehicles or structures designed, constructed and reconstructed or added to by means of accessories in such a manner as to permit the occupancy thereof as a dwelling or sleeping place, temporary or permanent, for one (1) or more persons and having no foundations other than wheels, skids, jacks or similar devices so arranged as to be integral with or portable by the trailer or camping and recreational vehicle, including any trailer or camping and recreational vehicle so arranged and installable as not be subject to transportation. (1991 Code § 203-1)

3-11.2 Parking in Public Streets Restricted; Repairs.

- a. No person shall park any camping vehicle for any period exceeding two (2) hours on any street in the

Borough except for the purpose of repair.

b. If any person desires to repair a camping vehicle while it is parked on any street, he shall obtain a permit therefor from the Police Department. Such permit shall not be issued unless the camping vehicle cannot be removed to a garage, service station or other premises for the purpose of repair and shall be granted on request without fee. It shall be valid for a period of forty-eight (48) hours from the issuance thereof but may, for good cause shown, be renewed for an additional forty-eight (48) hour period or periods as necessity may require. Any camping vehicle undergoing repairs while parked in a street shall not be used by any person as a dwelling or sleeping place during such period of repair. (1991 Code § 203-2)

3-11.3 Storage of Boats, Trailers and Camping Vehicles on Private Property.*

Any owner of a boat, trailer or camping vehicle may park or store his equipment on private residential property in the Borough subject to the following conditions:

a. If the boat, trailer or camping vehicle is parked or stored outside of a garage or building, it shall be parked or stored to the rear of the front building line of the lot, on a paved or stoned driveway or an approved extension of a driveway, except that a boat, trailer or camping vehicle may be parked anywhere on private residential property for loading or unloading purposes.

b. At no time shall a parked or stored boat or camping vehicle be occupied or used for living, sleeping or housekeeping purposes or for storage of other than equipment used in connection with the vehicle.

c. Only one (1) of each such vehicle shall be permitted to be parked at one (1) time on any one (1) property. (1991 Code § 203-3; Ord. No. 2002-04)

* **Editor's Note:** For additional regulations on property maintenance, see Chapter XIV.

3-11.4 Storage of Registered, Operating Vehicles on Private Property

Registered, operating vehicles shall be parked or stored on a paved or stoned driveway or an approved extension of a driveway. If a vehicle is parked on private property in any other manner, then it shall be considered a violation of this Section. (Ord. No. 2002-04)

3-11.5 Violations and Penalties.

For any violation of the provisions of this Section, a summons may be issued by any member of the Police Department, or by the Housing Inspector, the Construction Official, or the Zoning Officer. Any person violating any provision of this Section shall, upon conviction, be subject to the fine(s) prescribed in Section 1-5 of the Borough Code, or as otherwise provided by law.

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

Ordinance 2015-27 First Reading and Introduction Amending Chapter 7 Entitled "Traffic", Section 35 Entitled "Handicapped Parking", of the "Revised General Ordinances of the Borough of Hightstown"

120 ——— Railroad Avenue	Beginning at a point approximately nineteen (19) feet south of utility pole no. JC180H on the west side of Railroad Avenue and running eighteen (18) feet south along Railroad Avenue.	P.H.K. 4616
231 ——— Morrison Avenue	Beginning at a point one hundred and thirteen (113) feet from the southeast corner of the intersection of Morrison Avenue and Summit Street and running east approximately 18 feet therefrom along Morrison Avenue.	NJ —handicapped license —plate #HE2758
155 ——— Mechanic Street	Beginning at a point 32 feet north of utility pole #JC11H and running north approximately 20 feet therefrom along the southbound side of Mechanic Street	NJ —handicapped placard #P484734

Residents requesting a handicapped parking space on a street for private residences shall do so in writing to the Borough Clerk. It shall be required that they provide a copy of their special identification cards or plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department; and a current medical certification from a qualified physician stating the need for the parking space. Residents with driveways will not be issued a handicapped parking space in front of a private residence.

It will be required that all handicapped parking spaces on a street for private residences be renewed with the Borough Clerk on July 1, 2015 annually by presenting a copy of the special identification cards or plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department; and a current medical certification from a qualified physician stating the need for the handicapped parking space. Any handicapped parking spaces on a street for private residences that is not updated by July 31st, shall be void and the sign removed

(Ord. No. 825 § 4; Ord. No. 1995-21 § 2; Ord. No. 1998-29 § 1; Ord. No. 1999-19 § 1; Ord. No. 2000-33; Ord. No. 2001-08; Ord. No. 2002-02; Ord. No. 2002-22)

Subsection 7-35-2 Handicapped Parking in Municipal Parking Lots and Board of Education Property.

In accordance with the provisions of N.J.S.A. 39:4-197, handicapped parking areas in municipal parking lots and Board of Education property are designated as set forth in Section 7-37.1(d) of the Revised General Ordinances of the Borough of Hightstown. (Ord. No. 2002-03)

Subsection 7-35-3 Handicapped Parking on Private Property Open to the Public and to Which the Public is Invited (Retail Business).

In accordance with the provisions of N.J.S.A. 40:48-2.46, the following off-street parking spaces are designated as handicapped parking areas. Such spaces are for use by persons who have been issued special identification cards, plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department. No other person shall be permitted to park in these spaces.

Property	No. of Spaces	Location
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(Reserved)

In any space on public or private property appropriately marked for vehicles for the physically handicapped pursuant to N.J.S.A. 39:4-197.5, N.J.S.A. 52:27D-119 et seq., or any other applicable law unless the vehicle is authorized by law to be parked therein and a handicapped person is either the driver or a passenger in that vehicle.

State, county, or municipal law enforcement officers or parking enforcement officers shall enforce the parking restrictions on spaces appropriately marked for vehicles for the physically handicapped on both public and private property.

No person shall move a vehicle not lawfully under his control into any such prohibited area or away from a curb such distance as is unlawful.

Subsection 7-35-4 Handicapped Parking on All Other Private Property.

In accordance with the provisions of N.J.S.A. 39:5A-1, the following off-street parking locations are designated as handicapped parking. Such spaces are for use by persons who have been issued special identification cards, plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department. No other person shall be permitted to park in these spaces.

Property	No. of Spaces	Location*
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(Reserved)		
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(New)		
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* **Editor's Note:** All sketches are on file in the office of the Municipal Clerk.

Subsection 7-35-5 Signs, Pavement Markings, Installation and Maintenance.

The owners of the premises or individual for whom the parking space is being installed referred to in subsection 7-35.1(b) shall have provided and installed by the Borough Public Works Department, signs for each parking space reserved for the use of handicapped persons, which signs shall be in accordance with the manual on Uniform Traffic Control Devices.

The owners of the premises referred to in subsection 7-35.3 and 7-35.4 shall provide and install signs and pavement markings for each parking space reserved for the use of handicapped persons, which signs and markings shall be in accordance with the manual on Uniform Traffic Control Devices. The cost of procurement and installation of the signs and pavement markings shall be the responsibility of the owner of said property. The owner shall subsequent to initial procurement and installation, maintain such signs and pavement markings in good condition at no cost or expense to the Borough of Hightstown. The owner shall be responsible for the repair and restoration or replacement of same. (New)

Subsection 7-35-6 Penalty for Violation.

Pursuant to P.L. 2003, C 161, the penalties for violations of this Section 7-35 shall be a fine of two hundred fifty (\$250.00) dollars for a first offense, and for subsequent offenses, shall be a fine of at least two hundred fifty (\$250.00) dollars and up to ninety (90) days community service on such terms and in such form as the Court shall deem appropriate, or any combination thereof. (Ord. No. 2003-34)

Section 2. 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 3. 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.

Ordinance 2015-28 First Reading and Introduction Amending Chapter 28 “Zoning” of the Revised General Ordinances of the Borough of Hightstown Regarding Home-Based Business

Councilmember Bluth moved Ordinance 2015-28 for Introduction; Councilmember Stults seconded.

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

Ordinance Introduced 5-0. Public Hearing scheduled for December 7, 2015 at 7:00 p.m.

Ordinance 2015-28
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AMENDING CHAPTER 28 “ZONING” OF THE REVISED GENERAL ORDINANCES OF THE
BOROUGH OF HIGHTSTOWN REGARDING HOME-BASED BUSINESSES**

WHEREAS, the Borough recognizes the importance of and the increase in home-based businesses; and

WHEREAS, the Borough desires to provide standards and requirements for home-based businesses to maintain the residential character of its residential zones; and

WHEREAS, the Zoning Officer and Planning Board Subcommittee have made certain recommendations for revisions to Chapter 28 of the Borough Revised General Ordinances of the Borough of Hightstown; and

WHEREAS, the Planning Board has reviewed and concurs with these recommendations;

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

Section 1. Section 28-3-5 “Residential District” is hereby amended as follows (underline for additions, strikethroughs for deletions):

Subsection 28-3-5-1a2 is amended as follows:

(c) Home-based occupations as defined in Section 28-10-6 and professional offices ~~and other home occupations~~, provided that the professional resides on the premises, and further provided that no more than one nonresident employee shall be permitted.

Section 2. Subsection 28-10-6 “Home Occupations” is re-titled “Home-Based Occupations” and amended as follows (deletions are shown by strikethroughs, additions are shown by underlines):

Home-based ~~Customary home~~ occupations shall be defined as permitted, provided that:

a. ~~A business~~ The home-based occupation is carried on entirely within a dwelling ~~or an accessory structure~~ and solely by the inhabitants thereof.

b. The use is clearly incidental and secondary to the use of the building for dwelling purposes and does not change the character thereof ~~nor constitute more than one (1) floor of the principal building.~~

c. As examples, the following businesses shall not be considered acceptable home-based occupations: Such home occupation shall exclude barbershops, beauty parlors, clinics, hospitals, eating and drinking establishments, real estate and insurance offices, motor vehicle repair shops, any business that receives product from third-parties solely for distribution to purchasers of the delivered product, any business that negatively affects the environment on neighboring properties, officers or other similar operations which generate customer or delivery service activity comparable to a business.

d. No more than one commercial vehicle (a vehicle either with the name of the business displayed, permanently or temporarily, on it or with commercial plates) may be parked on the property where the home-based occupation takes place.

e. No vehicle weighing in excess of 9,000 pounds GVW shall be parked on the property where the home-based occupation takes place.

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

RESOLUTIONS

Resolution 2015-280 Authorizing Payment of Bills

Councilmember Stults requested that purchase order #15-01815 be pulled from bill list to be voted on separately.

Councilmember Bluth moved Resolution 2015-280 without purchase order #15-01815, Councilmember Montferrat seconded.

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

Councilmember Montferrat moved purchase order #15-01815 for payment, Councilmember Bluth seconded.

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

Resolution adopted 4-0 with 1 abstention.

Resolution 2015-280

*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 \$108,586.70 from the following accounts:

Current		\$57,055.64
W/S Operating		18,859.20
General Capital		19,361.63
Water/Sewer Capital		488.22
Grant		450.00
Trust		12,372.01
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$108,586.70</u>

Resolution 2015-281 Authorizing a Shared Services Agreement with Roosevelt Borough for Municipal Clerk Services

Councilmember Montferrat moved Resolution 2015-281; Councilmember Stults seconded.

There was discussion regarding the increase and when Roosevelt Borough would be appointing a Municipal Clerk.

The increase is for 2% above last year's agreement. The Borough Administrator explained the agreement is for one (1) year. Roosevelt has an employee currently enrolled in the Registered Municipal Clerk's classes and once she is far enough along in the certification process, she can be named "Acting Municipal Clerk".

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

Resolution adopted 5-0.

Resolution 2015-281

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

**AUTHORIZING A SHARED SERVICES AGREEMENT WITH ROOSEVELT
BOROUGH FOR MUNICIPAL CLERK SERVICES**

WHEREAS, the Borough of Hightstown (“Hightstown”) and the Borough of Roosevelt (“Roosevelt”) wish to enter into a Shared Services Agreement for the provision of Municipal Clerk services by Hightstown to Roosevelt; 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, Hightstown and Roosevelt agree that Hightstown’s current Municipal Clerk, Debra Sopronyi, possesses specialized skills, knowledge and expertise in the area of Municipal Government and is duly certified by the State of New Jersey to provide the statutory requirements for the position of Municipal Clerk; and

WHEREAS, with the above in mind, the parties wish to enter into the attached Shared Services Agreement; and

WHEREAS, the parties acknowledge and agree that they are associated for only the purposes set forth in the Agreement and that each is a public entity separate and distinct from the other.

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

1. That the Mayor is hereby authorized to execute and the Municipal Clerk to attest the attached Shared Services Agreement for the services of Municipal Clerk.
2. That a certified copy of this resolution and a copy of the attached Agreement shall be sent to the Department of Community Affairs, Division of Local Government Services.

Resolution 2015-282 Authorizing a Shared Services Agreement with West Windsor Health Department for Health Services

Councilmember Bluth moved Resolution 2015-282; Council President Hansen seconded.

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

Resolution adopted 5-0.

Resolution 2015-282

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH WEST WINDSOR TOWNSHIP FOR HEALTH SERVICES

WHEREAS, since 2001, the Borough has participated in a Shared Services Agreement with West Windsor Township for the provision of Health Services, for which the current agreement will expire on December 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 cost under this agreement is \$28,592.00 for 2016, \$29,164.00 for 2017 and \$29,747.00 for 2018 with each year representing a 2% increase; and

WHEREAS, it is the intention of the Mayor and Council to provide sufficient funding for this expenditure in the 2016, 2017 and 2018 budgets.

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

1. The Shared Services Agreement with the Township of West Windsor for Health Services for the period January 1, 2016 through December 31, 2018, is hereby approved, and the Mayor and Clerk are authorized to execute same.
2. Approval of this agreement is subject to appropriation of sufficient funds in the budgets of 2016, 2017 and 2018.

CONSENT AGENDA

Consent Agenda – Resolutions 2015-283; 2015-284 and 2015-285

Councilmember Stults moved the consent agenda; Council President Hansen seconded.

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

Resolutions adopted 5-0.

Resolution 2015-283

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

AUTHORIZING A TRANSFER OF FUNDS IN THE 2015 BUDGET

Whereas, N.J.S.A. 40A:4-58 provides that the governing body may authorize a transfer of funds in the budget during the last two months of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2015 budget are hereby authorized:

Current:	<u>From</u>	<u>To</u>
Municipal Clerk		
Other Expenses		\$ 2,500.00
Tax Collector		
Other Expenses		\$ 1,000.00
Assessment of Taxes		
Other Expenses	\$ 3,500.00	
TOTALS	\$ 3,500.00	\$ 3,500.00

Resolution 2015-284

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

**AUTHORIZING ISSUANCE OF RAFFLE LICENSE #RL-2015-017 TO
HIGHTSTOWN HIGH SCHOOL MUSIC BOOSTERS ASSOCIATION**

WHEREAS, the Hightstown High School Music Boosters Association wishes to hold an on-premise 50/50 raffle at 25 Leshin Lane, on December 21, 2015, December 22, 2015, May 26, 2016 and May 30, 2016; and

WHEREAS, the group has submitted application number RA2015-017 for the raffle along with the required fees; and

WHEREAS, the Hightstown High School Music Boosters Association is currently registered with the Legalized Games of Chance Control Commission, holding registration identification number 209-5-27683; and

WHEREAS, the Borough Clerk and the Police Department have reviewed the application and have determined that the requirements of N.J.S.A. 5:8-53, regarding the applicant, the members in charge of the game, and the game itself, have been met;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is authorized to issue Raffle License No. RL2015-017 to the Hightstown High School Music Boosters Association for their on-premise 50/50 raffle to be held on December 21, 2015, December 22, 2015, May 26, 2016 and May 30, 2016.

Resolution 2015-285

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

**AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER
NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, the Borough of Hightstown has determined that the property described as a 1989 E-One Ladder Truck, VIN #4ENGAAA89W1009045 is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Borough of Hightstown intends to utilize the online auction services of Brindlee Mountain Fire Apparatus located at www.firetruckmall.com; and

WHEREAS, the on-line auction must be approved by the Division of Local Government Services' prior to auction taking place; and

WHEREAS, a notice shall be published in the Borough approved newspaper and on the Borough website announcing the auction, the web address where the auction will take place, the date(s) and time(s) for the auction and a description of the items to be sold with such publication being at least 10 days, but no more than 14 days prior to the auction.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hightstown in the County of Mercer, State of New Jersey, that the Borough is hereby authorized to sell the 1989 E-One Ladder Truck, VIN #4ENGAAA89W1009045 as declared surplus personal property no longer needed for public use on an online auction website entitled www.firetruckmall.com; and

BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered into between Brindlee Mountain Fire Apparatus and the Borough of Hightstown shall be made available at [ww.firetruckmall.com](http://www.firetruckmall.com) and in the Borough Clerk's office.

Resolution 2015-287 Authorizing Payment on Behalf of Participants in the Borough of Hightstown Length of Service Award Program.

Councilmember Bluth moved Resolution 2015-287; Councilmember Stults seconded.

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

Resolution adopted 5-0.

Resolution 2015-287

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

**AUTHORIZING PAYMENT ON BEHALF OF PARTICIPANTS IN THE BOROUGH
OF HIGHTSTOWN LENGTH OF SERVICE AWARD PROGRAM (LOSAP)**

WHEREAS, the Borough of Hightstown instituted a Length of Service Award Program (LOSAP) with the adoption of Ordinance 1999-20 on August 2, 1999 and its subsequent approval by referendum at the November 1999 general election; and

WHEREAS, said LOSAP became effective January 1, 2000; and

WHEREAS, in accordance with *N.J.S.A. 40A:14-191*, the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 have submitted certified listings of all volunteer members who qualified for credit under the LOSAP program for the year 2014; and

WHEREAS, certain volunteers are also eligible to redeem amounts "banked" during prior years of qualified service; and

WHEREAS, the listing of all employees who qualified for credit under the LOSAP program during 2014 and/or are eligible to redeem amounts banked during prior years of qualified service is attached hereto as Schedule "A"; and

WHEREAS, *N.J.A.C. 5:30-14.10* requires that these listings be approved by Resolution of the governing body;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the certified listings set forth on the attached Schedule A of volunteer members of the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 who qualified for credit under the LOSAP program for the year 2014 are hereby approved, and the Borough Administrator is directed to take all steps necessary to provide payment on their behalf to Lincoln Financial Group in accordance with the provisions and requirements of *N.J.S.A. 40A:14-191* and *N.J.A.C.*

5:30-14.1 *et seq*; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Hightstown First Aid Squad and Hightstown Engine Co. No. 1; and

BE IT FURTHER RESOLVED that, in accordance with *N.J.S.A. 40A:14-192*, copies of the approved listings shall be posted for a period of not less than 30 days in the Borough Clerk's office, at the Hightstown Firehouse and at the Hightstown First Aid Squad building.

Schedule "A" – Page 1 of 2

The following volunteers qualified by points earned during the year 2014 for credit in the Borough of Hightstown Length of Service Awards Program (LOSAP), AND/OR are eligible to redeem amounts "banked" during prior years of qualified service. Points were earned in accordance with the point system established in Ordinance 1999-20 and certified by the Fire Chief and First Aid Squad President. Total allowable contribution for each year of qualified service is \$750.00. Total allowable payment into fund on behalf of any one volunteer in any one year, including current year contribution, buyback of prior year service and/or redemption of amounts banked during prior years of qualified service, is \$1,150.00.

Hightstown Engine Co. No. 1

Dye, Carl
 Jones, Lawrence
 Baldino, John.
 Havens, Sr., W.
 Paglione, William
 Reed, Jason
 Mastriano, Richard
 Bukowski, Matthew
 Shekiro, Ronald
 Sugg, Charles
 Havens, Jr., W.
 Madonia, M.
 Weisel, A. J.
 Evers, Gary
 Van Kirk, Lawrence
 Jenkins, S.
 Johnson, B.
 Krakowski, Scott
 Reed, Chad
 Hastings, Daniel
 Derr, Don
 Pietszch, C.
 Glackin, Neal
 Lidke, Theresa
 McClenahan, C.

Mortimer, M.
 Krakowski, Jacob
 Lawson, Matt
 Belgard, Scot

Schedule “A” – Page 2 of 2

Hightstown First Aid Squad

Boguszewski, Nancy
 Boguszewski, Stephen
 Guyette, John
 Guyette, Margaret
 Lecorchick, William
 Stackhouse, Keith
 Moore, Christina
 Storey, Lisa
 Sastre, Marcelo
 Soto, Osvaldo

DISCUSSION

Better Beginning and Rise Donations

There was discussion about the donor agreements for both organizations for the 2015 donation. Both RISE and Better Beginnings were asked to provide information about their organizations. RISE submitted requested information, to date, Better Beginnings had not. According to the Borough Attorney, there can be no “donation”, the money has to be used for services provided. After further discussion, it was decided that Council would like to see a breakdown of both organization’s expenses and also stated that it would be helpful to see how many Hightstown residents received services from each organization. Henry Underhill, Business Administrator, to contact the organizations to get the requested information.

Purchase of Police Vehicles

George Lang, CFO, reported that that all the Police Department vehicles will be paid for by the end of 2015. Henry Underhill, Borough Administrator, updated Council on the existing Police vehicles – of the 9 vehicles 2 have over 100,000 miles, 2 have over 90,000 miles and 1 has over 80,000 miles. Mr. Underhill requested authorization to begin working now on obtaining State Contract prices so purchase can be made in January.

There was discussion on financing of the new vehicles; the need for the purchase of 3 new vehicles and the price difference between a car and SUV. Mr. Lang explained that is may be more beneficial to bond over 3 years then finance. Mr. Underhill explained that because of the mileage and use of the police vehicles there needs to be back up vehicles available. Mr. Underhill continued by explaining that the difference in price between a car and SUV is about \$800.

After further discussion it was decided that Mr. Underhill would get more information so Council can decide what is needed.

PUBLIC COMMENT PERIOD II

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

Lynne Woods, 315 Park Avenue – Thanked Council for their discussion on Ordinance 2015-23.

Doug Mair, 536 South Main Street – Stated that he doesn't think we should purchase any new vehicles because we do not get rid of the older ones. Also stated that it's been over a year since we had a Police Director and inquired as to when we will be hiring a new Police Director.

Marybeth Colvell, 128 Broad Street – Inquired as to when the Handicapped Parking Ordinance would take effect.

Margaret Riggio, Deputy Borough Clerk – Informed the public that the Public Hearing and Final Reading of the Handicapped Parking Ordinance is scheduled for December 7, 2015. The effective date of the Ordinance is upon publication of adoption which will be December 11, 2015.

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

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

Parks & Recreation – Hoping to have ice skating on Peddie Lake this winter. Wanted to find out if they need to come before Council to get permission to do this.

Attended the Pop up Gallery sponsored by the Cultural Arts Commission. Commented that it was wonderful and she wished they had a permanent location.

Councilmember Montferrat

Historic Preservation Commission – Looking into design standards.

Councilmember Misiura

Board of Health – The last meeting was cancelled because they did not have a quorum.

Housing Authority – Is scheduled to have their meeting later this month.

Pop up Gallery – Also had the pleasure of attending and thought it was great.

Byrne Café – Restaurant looks wonderful and wished them good luck.

Congratulated the Hightstown High School Marching Band on their successful season; Placed 2nd at the State Competition and 3rd at Nationals.

Councilmember Stults

Historic Preservation Commission Ordinance and Downtown – Design standards are still being modified.

Planning Board – The “A” Frame sign ordinance is still being worked out. There is a Public Hearing for the Master Plan Amendment on the Agenda for the Planning Board’s December Meeting.

Downtown Hightstown – Waiting for the Planning Board Master Plan amendment before they can move forward with anything.

Housing & Zoning – Inspections are being done in a timely manner.

Pop-up Gallery – Was able to attend and thought it was great.

Council President Hansen

Water/Sewer – Had their meeting this past Tuesday. Regarding the NJEIT UV Disinfection; this is a huge issue. We have to be in compliance by January of 2018. We need to work through this quickly.

Cultural Arts Commission – Stated that this group is very aggressive in making things happen in the community.

Mayor Quattrone

Transfer of funds – This is normal and happens in the last 2 months of the budget year.

Pop up Gallery – Was able to attend and thought it was fun and interesting. We need a “home” for things like this in town.

The Mayor then thanked everyone for a good meeting and asked for a moment of silence for what is going on around the World.

EXECUTIVE SESSION

Resolution 2015-286 Authorizing a Meeting Which Excludes the Public

Council President Hansen moved Resolution 2015-286; Councilmember Misiura seconded.

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

Resolution adopted: 5-0.

Resolution 2015-286

*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 November 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 – Police/Dispatch/Court
Litigation – COAH

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: February 16, 2016 or when the need for confidentiality no longer exists.

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

Council adjourned into Executive Session at 9:25 p.m.

Council reconvened into public at 10:02 p.m.

Councilmember Stults motioned to adjourn at 10:02 p.m.; Councilmember Bluth seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk



BOROUGH OF HIGHTSTOWN

Proclamation

Honoring Larry Gunnell

Whereas, *Larry Gunnell has directed the Hightstown Summer Recreation Program for 50 years, with a history of commitment that is unequalled; and*

Whereas, *Larry Gunnell works diligently every year to make the Hightstown Summer Recreation Program available to disadvantaged youth at no charge to the family; and*

Whereas, *the program has grown over the 50 years that Mr. Gunnell has directed the program and the camp presently serves 100+ children each year; and*

Whereas, *Mr. Gunnell is a leader and role model for all children who attend the program, teaching them the importance of education, and molding them to become responsible adults; and*

Whereas, *Larry's role as a mentor to these children is an inspiration and his positive influence on the attending children is unrivaled; and*

Whereas, *the phrase "this is not about me, it is about the kids" frequently is heard in Daves Park during the season as a declaration of the inspiration he is to all who know him; and*

Whereas, *the Hightstown Borough Mayor and Council wish to recognize Larry Gunnell's dedication, commitment and selfless devotion to the community and the Hightstown Summer Recreation Program.*

Now, Therefore, Be It Proclaimed *by the Mayor and Council of the Borough of Hightstown that **Mr. Larry Gunnell** is hereby recognized and commended for his leadership, selflessness, and dedication to the Hightstown Borough Summer Recreation Program and committed service to the Borough of Hightstown Community.*

Presented this 16th day of November, 2015

Lawrence Quattrone, Mayor

Susan Bluth, Councilmember

Steven Misiura, Councilmember

Denise Hansen, Councilmember

Connor Montferrat, Councilmember

Seth Kurs, Councilmember

Charles "Lee" Stults, Councilmember





Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

December 2, 2015

Mayor and Council
Borough of Hightstown
156 Bank Street
Hightstown, NJ 08520

Re: UV Disinfection
Our File No. H1669

Dear Mayor and Council:

At a previous Council meeting in November, we discussed the recommendation to alter the Ultra Violet (UV) Disinfection project from exterior units to interior units which would be located in the Advanced Treatment Building (ATB) and would include replacement of the tertiary filters. At the time I informed you that it was the condition of the steel tertiary filter tanks which necessitated this change. Approximately two months ago, Bill Searing indicated he believed that the condition of the filter tanks was so deteriorated as to require replacement. With the possibility that the filter tanks required replacement, we were requested by the Borough to look at the cost of installing the ultra violet disinfection as an interior unit in the ATB along with new tertiary disc filters which are significantly more effective, use less backwash water to clean, require less maintenance and have a smaller footprint.

The exterior UV project originated at approximately \$1.1 million for new UV disinfection equipment which would have been installed in the concrete dechlorination tanks. The project also included a pole barn type building around two sides of the dechlorination tanks to protect the units.

When evaluating installation of an ultra violet system of a type to be installed within a building, the equipment cost drops to approximately half a million dollars. At the time the ultra violet disinfection project originated, there was no indication of the serious nature of the deterioration of the filter tanks but once that information became available and we evaluated the cost to replace the filters, we realized that for nearly the same amount of money, the filters and the ultra violet disinfection could be constructed inside the Advanced Treatment Building.

We recently met with Bill Searing, Chris Jepsen, Henry Underhill, and Denny Hanson to discuss the details and cost of an ultra violet system plus tertiary filter replacement system that would be constructed inside the Advanced Treatment Building. We reviewed the costs and we are in general agreement. We are projecting the cost of installing ultra violet disinfection and replacing the filters with a new disc filter system within the ATB at a cost of approximately \$1.2 million.

The ultra violet system proposed will require additional maintenance versus the exterior ultra violet system because the exterior units are able to be automatically cleaned and operated. The interior unit must be cleaned manually which is expected to be necessary no sooner than every three months. It will take two workers to remove the ultra violet bulbs and clean them and return them to service. However, it is expected that maintenance for the new disc filters will be less than that required for the existing tank filters. Currently the filters are cleaned every one to two weeks and require a full day of cleaning. The new disc filters require far less maintenance and are not expected to require maintenance per the manufacturer except for every three months.

Additionally, the new filters will use 95% less water for backwashing. The current filters backwash at a rate of 300 gpm and the backwash water is sent to the head of the plant to be retreated. The new filters will provide 95% reduction in the amount of water backwashed to the head of the plant which

UV Disinfection AWWTP
Our File No. H1669
Page 2 of 2

will decrease the amount of flow that goes through the plant each day and decrease the amount of chemicals used to process waste water along with a decrease in electrical costs.

In order to move forward with the change from an exterior ultra violet disinfection unit to an interior ultra violet disinfection unit plus replacement of the tertiary filters it will be necessary to notify the New Jersey Environmental Infrastructure Trust of the proposed change and to request approximately \$200,000.00 in additional funding. It will also be necessary to request a minor modification to the Treatment Works Approval permit received. Both of these are expected to be relatively straight forward items.

Lastly to move forward with the interior ultra violet disinfection unit and filters, the plans and specifications previously prepared and approved by the NJEIT and the NJDEP must be modified. I reviewed the work previously done to evaluate everything that can be reused for the revised plans and specifications and I estimate that the cost to modify the plans, specifications and permits and to coordinate the change with the NJEIT will add an additional \$38,000.00 to the original \$80,000.00 design fee. We are prepared to make these changes as quickly as possible upon Authorization by the Borough Council.

I will be available to discuss this at the Council Meeting of December 7, 2015.

Very truly yours,



Carmela Roberts, PE, CME
Borough Engineer

cc: Henry Underhill, Borough Administrator
Debra Sopronyi, Borough Clerk
George Lang, CFO
Janice Mohr-Kminek, Treasurer
F. William Natale, PE, CME, Roberts Engineering Group, LLC

Resolution 2015-288

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

AUTHORIZING EXECUTION OF ENGINEERING AGREEMENT FOR REHABILITATION OF SETTLING TANKS

WHEREAS, it is the desire of the Mayor and Council to rehabilitate the settling tanks at the Hightstown Borough Water Treatment Plant; and

WHEREAS, requires professional engineering services for assistance with the planning, design, specification and permitting processes as well as preparation of the loan application for the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for the Project; and

WHEREAS, Roberts Engineering Group shall provide the following professional services: planning, design, specifications, permitting, processing of the loan application and supporting materials at a cost not to exceed \$18,000.00 without additional action of the Borough Council; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Engineering Agreement for the Rehabilitation of Settling Tanks with Roberts Engineering Group is hereby accepted and the Mayor is authorized to execute same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk

**AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES**

THIS AGREEMENT is made as of December 7, 2015 between the **Borough of Hightstown**, in the County of Mercer and State of New Jersey, having its principal office at 156 Bank Street, Hightstown, NJ 08520 (CLIENT), and **ROBERTS ENGINEERING GROUP, LLC**, having its principal office at 1670 Whitehorse-Hamilton Square Road, Hamilton, New Jersey 08690 (ENGINEER).

WHEREAS, CLIENT intends to make various improvements to the Borough's Water Treatment Plant as listed below (the "Project");

Rehabilitation of Settling Tanks

WHEREAS, the CLIENT requires professional engineering services for assistance with the planning, design, specification and permitting processes as well as preparation of the loan application for the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for the Project;

WHEREAS, the CLIENT desires that the ENGINEER undertake these professional engineering services.

NOW, THEREFORE, in consideration of the covenants and agreements contained herein, CLIENT and ENGINEER agree as follows:

SECTION 1 – BASIC SERVICES OF ENGINEER

1.1 General.

- 1.1.1. ENGINEER shall provide the following professional services: planning, design, specifications, permitting, processing of the loan application and supporting materials

SECTION 2 – PAYMENTS TO ENGINEER

- 2.1. The Not to Exceed amounts of compensation for Basic Services as described herein is \$18,000.00.

- 2.1.1 This Not to Exceed amount shall not be exceeded without the express written authorization of CLIENT. If, at any time, the ENGINEER determines that the Not to Exceed amount will not be sufficient to complete the professional services, written notice of the same shall be given to the CLIENT, accompanied by the estimate of the additional funding necessary to complete such services, whereupon the CLIENT shall have the option of either providing the additional funds necessary for the completion of the services (in which case this Agreement shall be amended by mutual agreement to set forth the additional amounts) or reducing the further services to be provided by the ENGINEER consistent with the remaining funds in the budget (in which case this Agreement shall be amended by mutual agreement to set forth the revised scope of work). The ENGINEER shall not

be responsible for any problems arising as a result of the CLIENT's reducing the services.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first written above.

ATTEST:

BOROUGH OF HIGHTSTOWN

Debra Sopronyi
Borough Clerk

By: _____
Lawrence D. Quattrone
Mayor

ATTEST:

ROBERTS ENGINEERING GROUP, LLC

Karen Thompson
Notary

By: _____
Carmela Roberts, P.E.
President

Resolution 2015-289

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

AUTHORIZING EXECUTION OF ENGINEERING AGREEMENT FOR REHABILITATION OF WELL #2

WHEREAS, it is the desire of the Mayor and Council to rehabilitate well #2 at the Hightstown Borough Water Treatment Plant; and

WHEREAS, requires professional engineering services for assistance with the planning, design, specification and permitting processes as well as preparation of the loan application for the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for the Project; and

WHEREAS, Roberts Engineering Group shall provide the following professional services: planning, design, specifications, permitting, processing of the loan application and supporting materials at a cost not to exceed \$30,000.00 without additional action of the Borough Council; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Engineering Agreement for the Rehabilitation of Settling Tanks with Roberts Engineering Group is hereby accepted and the Mayor is authorized to execute same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk

**AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES**

THIS AGREEMENT is made as of December 7, 2015 between the **Borough of Hightstown**, in the County of Mercer and State of New Jersey, having its principal office at 156 Bank Street, Hightstown, NJ 08520 (CLIENT), and **ROBERTS ENGINEERING GROUP, LLC**, having its principal office at 1670 Whitehorse-Hamilton Square Road, Hamilton, New Jersey 08690 (ENGINEER).

WHEREAS, CLIENT intends to make various improvements to the Borough's Water Treatment Plant as listed below (the "Project");

Well No. 2 Rehabilitation

WHEREAS, the CLIENT requires professional engineering services for assistance with the planning, design, specification and permitting processes as well as preparation of the loan application for the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for the Project;

WHEREAS, the CLIENT desires that the ENGINEER undertake these professional engineering services.

NOW, THEREFORE, in consideration of the covenants and agreements contained herein, CLIENT and ENGINEER agree as follows:

SECTION 1 – BASIC SERVICES OF ENGINEER

1.1 General.

1.1.1. ENGINEER shall provide the following professional services: planning, design, specifications, permitting, processing of the loan application and supporting materials

SECTION 2 – PAYMENTS TO ENGINEER

2.1. The Not to Exceed amounts of compensation for Basic Services as described herein is \$30,000.00.

2.1.1 This Not to Exceed amount shall not be exceeded without the express written authorization of CLIENT. If, at any time, the ENGINEER determines that the Not to Exceed amount will not be sufficient to complete the professional services, written notice of the same shall be given to the CLIENT, accompanied by the estimate of the additional funding necessary to complete such services, whereupon the CLIENT shall have the option of either providing the additional funds necessary for the completion of the services (in which case this Agreement shall be amended by mutual agreement to set forth the additional amounts) or reducing the further services to be provided by the ENGINEER consistent with the remaining funds in the budget (in which case this Agreement shall be amended by mutual agreement to set forth the revised scope of work). The ENGINEER shall not

be responsible for any problems arising as a result of the CLIENT's reducing the services.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first written above.

ATTEST:

BOROUGH OF HIGHTSTOWN

Debra Sopronyi
Borough Clerk

By: _____
Lawrence D. Quattrone
Mayor

ATTEST:

ROBERTS ENGINEERING GROUP, LLC

Karen Thompson
Notary

By: _____
Carmela Roberts, P.E.
President

Resolution 2015-290

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

AUTHORIZING CHANGE ORDER #3 & PAYMENT #3 – PIONEER GENERAL CONTRACTING CO., INC. (ENCHANTMENT AT HIGHTSTOWN ROAD IMPROVEMENT PROGRAM)

WHEREAS, on July 20, 2015 the Borough Council awarded a contract for the Enchantment at Hightstown Road Improvement Program to Pioneer General Contracting Co., Inc. of South River, New Jersey in the amount of \$334,083.00; and

WHEREAS, the contractor has submitted change order #3 for extras in the amount of \$39,592.25 for additional work related to surface paving, manhole/inlet repair, curb, sidewalk and driveway aprons and a reduction in costs of \$16,068.63 for a total change order in the amount of \$23,523.62; and

WHEREAS, the contractor has submitted payment #3 in the amount of \$174,174.79 for work related to curb, sidewalks, crack repairs, surface paving and landscaping; and

WHEREAS, the Borough Engineer has recommended approval of Change order #3 in the amount of \$23,523.62; and

WHEREAS, the Borough Engineer has recommended approval of payment #3 in the amount of \$174,174.79 pending receipt of certified payrolls; and

WHEREAS, the Finance Officer has certified that funds are available for this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that change order #3 in the amount of \$23,523.62 and Payment #3 in the amount of \$174,174.79 to Pioneer General Contracting Co., Inc. of South River, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08620
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

December 1, 2015

Mayor and Council
Borough of Hightstown
148 North Main Street
Hightstown, NJ 08520

Re: Enchantment at Hightstown Road Improvement Program
Borough of Hightstown, Mercer County
Our File No.: H1545

Dear Mayor and Council:

I am writing to provide a status of the ongoing Enchantment at Hightstown construction contract. With construction nearing completion, we are estimating that the final contract cost will be approximately \$412,000.00. Funding from the bonding company is available for construction up to \$418,111.00.

You may recall that the original contract was for \$363,133.00. The contract was increased with Change Orders by \$24,648.10 which increased the total contract price to \$387,781.10 as a result of additional items requested by the Enchantment Homeowners Association. During construction, we encountered unanticipated problems and there were additional expenditures for broken inlets and manholes, and crack repairs. The additional cost of inlets, manholes and crack repairs is approximately \$15,000.00.

The final contract amount has exceeded the previously approved Change Orders because of the items noted above and because of conditions found during surface paving of the roads within the development. It was found that the base pavement, particularly in the cul-de-sac areas, was very flat and in order to properly grade the roads, more surface pavement was used to form a crown in the roadways which will force water from the center of the roadway to the gutter line. The additional pavement was necessary to address drainage and to better maintain the roads in the future. The additional cost of asphalt is approximately \$17,000.00.

We are preparing Change Order No. 3 to bring current quantities up to date and to include these quantities in the Contractor's next payment.

Upon final completion of the contract, we will prepare a Final Change Order to adjust contract quantities to As-built quantities.

Should you have any questions, please feel free to contact me.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts". The signature is written in a cursive, flowing style.

Carmela Roberts, PE, CME
Borough Engineer

cc: Henry Underhill, Borough Administrator
Debra Sopronyi, Borough Clerk
George Lang, Borough CFO
Janice Mohr-Kminek, Treasurer
Cameron Corini, EIT, Roberts Engineering Group



MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

FROM: Carmela Roberts, PE, CME *CR*
Borough Engineer

DATE: December 2, 2015

RE: Enchantment at Hightstown
Our File No.: H1545

Attached please find Payment No. 3 and Change Order No. 3 for work related to curb, sidewalks, crack repairs, surface paving and landscaping.

Change Order No. 3 increases the contract to \$411,304.72 and is for additional work related to surface paving, manhole/inlet repair, curb, sidewalk and driveway aprons. During construction it was found that the existing concrete had deteriorated beyond what was observed during our original inspection at the design phase of this project. In addition, more asphalt was required during surface paving because we found that the exiting base paved roadways, especially at the cul-de-sacs, were flatter than anticipated. The additional surface course was used to provide a crown to the roadway and ensure positive drainage.

Please note that the Contractor has exceeded the contract date of completion for this contract. A new date of completion will have to be determined in order to complete the tennis court restoration. As this work is dependent on the weather, it is likely that it cannot be completed until the spring. This office will recommend a new date of completion for the spring when weather conditions allow for this work.

Certified payroll forms will be forwarded under separate cover.

I recommend payment be made to Pioneer General Contracting Co., Inc. subject to receipt of the certified payroll forms in the amount of \$174,174.79.

Should you have any questions, please do not hesitate to call.

Enclosures

cc: Henry Underhill, Borough Administrator
Debra Sopronyi, Borough Clerk
Janice Mohr-Kminek, Borough Treasurer
George Lang, Borough CFO
Cameron Corini, EIT, Roberts Engineering Group, LLC
Ernesto Ribiera, Pioneer General Contracting Co., Inc.



1670 Whitehorse-Hamilton Square Rd.
Hamilton, New Jersey 08690
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

PAYMENT NO. 3
ENCHANTMENT AT HIGHTSTOWN
Borough of Hightstown, Mercer County, New Jersey

December 2, 2015

Our File No.: H1545

Item No.	Description	Contract		Total As-Built		As-Built This		Unit Price	Total Cost
		Quantity	Units	Quantity	Units	Quantity	Period		
1	Mobilization	1.00	LS	1.00		0.25		\$5,000.00	\$5,000.00
2	Site Clearing	1.00	LS	1.00		0.25		\$10,000.00	\$10,000.00
3	Traffic Control	1.00	LS	1.00		0.50		\$1,000.00	\$1,000.00
4	Soil Erosion and Sediment Control	1.00	LS	1.00		0.25		\$500.00	\$500.00
5	Raise Utility Cover at Fire Hydrant near Club House	1.00	Unit	1.00		0.00		\$500.00	\$500.00
6	Raise Fire Hydrant to Grade	5.00	Unit	5.00		0.00		\$2,500.00	\$12,500.00
7	Remove/Replace Manhole Lids	13.00	EA	6.00		0.00		\$300.00	\$1,800.00
8	Inlet/Manhole Repair	46.00	EA	76.00		0.00		\$500.00	\$38,000.00
9	Replace Curb Piece with 6" Type "N" Eco Curb Piece	7.00	EA	6.00		0.00		\$300.00	\$1,800.00
10	Concrete Vertical Curb, 4000 PSI	955.00	LF	1,160.00		80.00		\$25.00	\$29,000.00
11	Remove/Replace Concrete Edge Pavers	115.00	LF	60.00		0.00		\$10.00	\$600.00
12	Concrete Sidewalk, 4" Thick, 4000 PSI	5,911.00	SF	7,655.00		3,453.50		\$6.00	\$45,930.00
13	5' Bituminous Sidewalk	17.00	SY	17.00		0.00		\$100.00	\$1,700.00
14	Curb Ramp Delineation	184.00	SF	192.00		0.00		\$15.00	\$2,880.00
15	Concrete Driveway Apron	3,443.00	SF	4,343.00		1,613.25		\$7.00	\$30,401.00
16	Pavement Base Repairs	1,617.00	SY	1,431.67		0.00		\$30.00	\$42,950.10
17	Bituminous Concrete Surface Course, Mix I-5, 2" Thick	1,134.00	TON	1,313.55		1,313.55		\$95.00	\$124,787.25
18	Tack Coat	952.00	GAL	0.00		0.00		\$1.00	\$0.00
19	Warning Regulatory Signs	6.00	Unit	6.00		0.00		\$1.00	\$6.00
20	8" Wide White Thermoplastic Crosswalk Striping	799.00	SF	0.00		0.00		\$3.00	\$0.00
21	24" Wide White Thermoplastic Striping	1,812.00	SF	0.00		0.00		\$3.00	\$0.00
22	Replace Guide Rail	20.00	LF	26.00		0.00		\$100.00	\$2,600.00
23	Tennis Court Restoration	1.00	LS	0.00		0.00		\$10,000.00	\$0.00
24	Lawn Restoration	1.00	LS	0.90		0.00		\$1,000.00	\$900.00
25	Asphalt Price Adjustment	1.00	LS	-0.93		-0.93		\$5,000.00	(\$4,661.25)
26	Fuel Price Adjustment	1.00	LS	-0.69		-0.69		\$3,500.00	(\$2,415.38)
27	Fraxinus Americana "Autumn Purple" (White Ash)	1.00	EA	0.00		0.00		\$500.00	\$0.00
28	Pinus Strobus (White Pine)	8.00	EA	2.00		1.00		\$350.00	\$700.00
29	Zelkova Serrata "Village Green" (Japanese Zelkova)	5.00	EA	5.00		2.00		\$500.00	\$2,500.00
30	Llex X Aquipernyi "Meschick" (Holy-Dragon Lady)	5.00	EA	5.00		2.00		\$500.00	\$2,500.00
31	Pyrus Calleryana "Redspire" (Redspire)	12.00	EA	16.00		5.00		\$500.00	\$8,000.00
32	Acer Rubrum "October Glory" (October Glory Maple)	6.00	EA	9.00		5.00		\$500.00	\$4,500.00
33	Picea Pungens "Glauca" (Colorado Blue Spruce)	5.00	EA	2.00		1.00		\$350.00	\$700.00
34	Comus "Florida" (Flowering Dogwood)	1.00	EA	1.00		1.00		\$1,000.00	\$1,000.00
35	Betula Nigra "Heritage" (Heritage Birch)	2.00	EA	0.00		0.00		\$500.00	\$0.00
36	Acer Rubrum (Red Maple)	4.00	EA	7.00		2.00		\$500.00	\$3,500.00
37	Nyssa Sylvatica (Black Gum)	7.00	EA	0.00		0.00		\$500.00	\$0.00
38	Tilia Cordata Greenspire (Greenspire Linden)	1.00	EA	0.00		0.00		\$500.00	\$0.00
39	Gliditsia Triacanthos Var. Itermis Shadeless (Shade Master Thornless Honey Locust)	4.00	EA	2.00		1.00		\$500.00	\$1,000.00
S-1	Mortar Belgian Block Curb Joints	684.00	EA	684.00		0.00		\$3.00	\$2,052.00
S-2	Remove/Reset Pavers at Entrance	2.00	EA	0.00		0.00		\$4,000.00	\$0.00
S-3	Remove and Replace Manhole Frame and Cover	2.00	EA	2.00		0.00		\$750.00	\$1,500.00
S-4	Remove and Replace Type 'B' Inlet Frame	1.00	EA	1.00		0.00		\$1,000.00	\$1,000.00
S-5	Norway Spruce	9.00	EA	9.00		3.00		\$350.00	\$3,150.00
S-6	Cherry - Okame	1.00	EA	1.00		1.00		\$500.00	\$500.00
S-7	Cherry - Yoshino	2.00	EA	2.00		1.00		\$500.00	\$1,000.00
S-8	Pavement Crack Repair	350.00	LF	428.00		428.00		\$10.00	\$4,280.00
TOTAL WORK COMPLETED									\$383,659.72
LESS: RETAINAGE 2%									\$7,673.19
SUBTOTAL									\$375,986.53
LESS: PREVIOUS PAYMENTS									\$201,811.74
TOTAL AMOUNT DUE									\$174,174.79
AMOUNT OF ORIGINAL CONTRACT									\$363,113.00
AMOUNT OF CONTRACT ADJUSTED BY CHANGE ORDER Nos. 1, 2, and 3 (13.27%)									\$411,304.72

1

ENCHANTMENT at HIGHTSTOWN
Road Improvement Program
Borough of Hightstown, Mercer County
CHANGE ORDER No. 3

Project	Enchantment at Hightstown Road Improvement Program
Municipality	Borough of Hightstown
County	Mercer County
Contractor	Pioneer General Contracting

In accordance with the project Specification, the following are changes in the contract.

Location and Reason for Change (Attach additional sheets if required) -

Additional bituminous surface course to ensure positive drainage. Additional curb, aprons, crack repairs, and inlet/manhole repairs due to deterioration of existing structures since original inspection.

Adjust to asbuilt quantities.

EXTRA

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
8	Inlet/Manhole Repair	30.00 EA	\$500.00	\$15,000.00
10	Concrete Vertical Curb, 4000 PSI	205.00 LF	\$25.00	\$5,125.00
11	Remove/Replace Concrete Edge Pavers	21.00 LF	\$10.00	\$210.00
14	Curb Ramp Delineation	8.00 SF	\$15.00	\$120.00
15	Concrete Driveway Apron	100.00 SF	\$7.00	\$700.00
17	Bituminous Concrete Surface Course, Mix I-5, 2" Thick	179.55 TON	\$95.00	\$17,057.25
22	Replace Guide Rail	6.00 LF	\$100.00	\$600.00
S-8	Pavement Crack Repair	78.00 LF	\$10.00	\$780.00
				\$39,592.25

SUPPLEMENTAL

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
				\$0.00
				\$0.00

REDUCTION

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
9	Replace Curb Piece with 6" Type "N" Eco Curb Piece	1.00 EA	\$300.00	\$300.00
12	Concrete Sidewalk, 4" Thick, 4000 PSI	32.00 SF	\$6.00	\$192.00
25	Asphalt Price Adjustment	\$1.93 LS	\$5,000.00	\$9,661.25
26	Fuel Price Adjustment	\$1.69 LS	\$3,500.00	\$5,915.38
				\$16,068.63

Amount of Original Contract	\$363,133.00	Extra	\$39,592.25
Adjusted Amount Based on Change		Supplemental	\$0.00
Order Nos. 1, 2, and 3	\$411,304.72	Reduction	\$16,068.63
		Total Change	\$23,523.62

% Change in Contract 13.27 %
 [(+) Increase or (-) Decrease]

Change in Contract Time 0 Days

.....
 (Engineer) (Date)

.....
 (Presiding Officer) (Date)

.....
 (Contractor) (Date)

Resolution 2015-291

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

**AUTHORIZING PAYMENT # 5 – LUCAS CONSTRUCTION GROUP, INC.
(2014 ROAD IMPROVEMENT PROGRAM)**

WHEREAS, on April 20, 2015 the Borough Council awarded a contract for the 2014 Road Improvement Program to Lucas Construction Group, Inc. of Morganville, New Jersey in the amount of \$1,598,913.21; and

WHEREAS, the contractor has submitted payment request #5 related to construction of driveways, milling, paving and striping for the project in the total amount of \$182,809.40; and

WHEREAS, the amount of this payment for general construction is \$182,809.40 with FY2013 phase cost being \$65,132.76 and FY2014 phase cost being \$117,676.64; and

WHEREAS, the Borough Engineer has recommended approval of payment #5 to Lucas Construction Group, Inc. in the amount of \$182,809.40 following receipt of the certified payrolls; and

WHEREAS, the Finance Officer has certified that funds are available for this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Payment Request No. 5 to Lucas Construction Group, Inc. of Morganville, New Jersey in the amount of \$182,809.40 following receipt of the certified payrolls is hereby approved as detailed herein, and the Treasurer is authorized to issue same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk



MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

FROM: Carmela Roberts, PE, CME *CR*
Borough Engineer

DATE: December 2, 2015

RE: 2014 Road Program
Our File No.:H1742

Attached please find Payment No. 5 for work related to construction of driveways, milling, paving, and striping.

Certified payroll forms will be forwarded under separate cover.

I recommend payment be made to Lucas Construction Group, Inc. subject to receipt of the certified payroll forms in the total amount of \$182,809.40. The amount of general construction in the FY2013 phase of the project is \$65,132.76. The amount of general construction in the FY2014 phase of the project is \$117,676.64.

Should you have any questions, please do not hesitate to call.

Enclosures

cc: Henry Underhill, Borough Administrator
Debra Sopronyi, Borough Clerk
Janice Mohr-Kminek, Treasurer
George Lang, CFO
Cameron Corini, EIT, Roberts Engineering Group, LLC
Christopher White, Lucas Construction Group, Inc.
Michael Armstrong, Lucas Construction Group, Inc.

PAYMENT NO. 5
ROAD IMPROVEMENTS PROGRAM
Borough of Hightstown, Mercer County, New Jersey
December 2, 2015
Our File No.: H1742

Item No.	DESCRIPTION	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	1.00	LS	1.00	0.00	\$60,000.00	\$60,000.00
2 A	Site Clearing	1.00	LS	1.00	0.00	\$140,000.00	\$140,000.00
2 B	Site Clearing	1.00	LS	1.00	0.00	\$72,000.00	\$72,000.00
3 A	Construction Sign 'B' (60"x30")	2.00	EA	0.00	0.00	\$0.01	\$0.00
3 B	Construction Sign 'B' (60"x30")	2.00	EA	2.00	0.00	\$0.01	\$0.02
4 A	Construction Sign 'C' (72"x60")	2.00	EA	1.00	0.00	\$0.01	\$0.01
4 B	Construction Sign 'C' (72"x60")	2.00	EA	2.00	0.00	\$0.01	\$0.02
5 A	Construction Sign 'D' (30"x24")	1.00	EA	0.00	0.00	\$0.01	\$0.00
5 B	Construction Sign 'D' (30"x24")	1.00	EA	1.00	0.00	\$0.01	\$0.01
6 A	Construction Sign 'E' (30"x24")	2.00	EA	0.00	0.00	\$0.01	\$0.00
6 B	Construction Sign 'E' (30"x24")	1.00	EA	1.00	0.00	\$0.01	\$0.01
7 A	Construction Sign 'F' (24"x18")	1.00	EA	0.00	0.00	\$0.01	\$0.00
7 B	Construction Sign 'F' (24"x18")	1.00	EA	1.00	0.00	\$0.01	\$0.01
8 A	Construction Sign 'G' (36"x12")	1.00	EA	0.00	0.00	\$0.01	\$0.00
8 B	No Pay Item						
9 A	Traffic Flaggers	150.00	HOUR	0.00	0.00	\$0.01	\$0.00
9 B	Traffic Flaggers	150.00	HOUR	0.00	0.00	\$0.01	\$0.00
10 A	Silt Fence	80.00	LF	0.00	0.00	\$4.00	\$0.00
10 B	No Pay Item						
11 A	Inlet Protection	7.00	EA	5.00	0.00	\$175.00	\$875.00
11 B	Inlet Protection	18.00	EA	15.00	0.00	\$175.00	\$2,625.00
12 A	Test Holes	15.00	EA	3.00	0.00	\$500.00	\$1,500.00
12 B	Test Holes	5.00	EA	5.00	0.00	\$500.00	\$2,500.00
13 A	Tree Removal	3.00	EA	3.00	0.00	\$1,000.00	\$3,000.00
13 B	Tree Removal	10.00	EA	5.40	0.00	\$1,000.00	\$5,400.00
14 A	8" DIP Water Main in Pavement	1,365.00	LF	1,485.00	0.00	\$75.00	\$111,375.00
14 B	No Pay Item						
15 A	8" DIP Water Main in Grass	35.00	LF	9.00	0.00	\$65.00	\$585.00
15 B	No Pay Item						
16 A	6" DIP Water Main in Pavement	45.00	LF	27.00	0.00	\$70.00	\$1,890.00
16 B	No Pay Item						
17 A	8x6" Wet Tap and Valve, If and Where Directed	1.00	EA	0.00	0.00	\$5,500.00	\$0.00
17 B	No Pay Item						
18 A	12" x8"Wet Tap and Valve, If and Where Directed	1.00	EA	0.00	0.00	\$7,500.00	\$0.00
18 B	No Pay Item						
19 A	6"x6"x6" Tee	1.00	EA	0.00	0.00	\$600.00	\$0.00
19 B	No Pay Item						
20 A	8"x8"x6" Tee	1.00	EA	3.00	0.00	\$600.00	\$1,800.00
20 B	No Pay Item						
21 A	8"x8"x8" Tee	1.00	EA	1.00	0.00	\$600.00	\$600.00
21 B	No Pay Item						
22 A	8"x10"x10"x6" Cross	1.00	EA	1.00	0.00	\$1,000.00	\$1,000.00
22 B	No Pay Item						
23 A	8"x6" Cross	1.00	EA	0.00	0.00	\$1,000.00	\$0.00
23 B	No Pay Item						
24 A	6" Gate Valve	3.00	EA	3.00	0.00	\$2,000.00	\$6,000.00
24 B	No Pay Item						
25 A	8" Gate Valve	5.00	EA	4.00	0.00	\$2,500.00	\$10,000.00
25 B	No Pay Item						
26 A	Construct Fire Hydrant Assembly	3.00	EA	3.00	0.00	\$6,500.00	\$19,500.00
26 B	No Pay Item						
27 A	1" Type 'K' Water Service	665.00	LF	586.50	0.00	\$30.00	\$17,595.00
27 B	1" Type 'K' Water Service	782.00	LF	233.00	0.00	\$30.00	\$6,990.00
28 A	1.25" Type 'K' Water Service	33.00	LF	0.00	0.00	\$30.00	\$0.00
28 B	No Pay Item						
29 A	No Pay Item						
29 B	1.5" Type 'K' Water Service	165.00	LF	0.00	0.00	\$30.00	\$0.00
30 A	Concrete Encasement, 3,500 PSI	20.00	LF	0.00	0.00	\$50.00	\$0.00
30 B	No Pay Item						
31 A	8" PVC Sanitary Sewer Main	849.00	LF	887.00	0.00	\$55.00	\$48,785.00
31 B	8" PVC Sanitary Sewer Main	75.00	LF	107.00	0.00	\$55.00	\$5,885.00
32 A	6" PVC Lateral, 0'-6" Depth	409.00	LF	469.00	0.00	\$50.00	\$23,450.00
32 B	No Pay Item						
33 A	6" PVC Lateral, 6'-8" Depth	10.00	LF	0.00	0.00	\$75.00	\$0.00
33 B	No Pay Item						
34 A	6" PVC Lateral, 8'-10" Depth	106.00	LF	50.00	0.00	\$100.00	\$5,000.00
34 B	No Pay Item						
35 A	Construct Manhole, Frame and Cover	6.00	EA	6.00	0.00	\$3,500.00	\$21,000.00
35 B	Construct Manhole, Frame and Cover	1.00	EA	1.00	0.00	\$3,500.00	\$3,500.00
36 A	No Pay Item						
36 B	Remove and Replace Concrete Channel	1.00	EA	0.00	0.00	\$1,500.00	\$0.00
37 A	12" Lawn Inlet	2.00	EA	2.00	0.00	\$900.00	\$1,800.00
37 B	No Pay Item						
38 A	Construct Type 'B' Inlet with 4" Type 'N' Eco Curb Piece and Bicycle Safe Grate	5.00	EA	5.00	0.00	\$5,000.00	\$25,000.00
38 B	No Pay Item						
39 A	No Pay Item						
39 B	Remove and Replace Inlet Frame, Grate and Curb Piece with 8" Type 'N' Eco Curb Piece and Bicycle Safe Grate	5.00	EA	5.00	0.00	\$1,500.00	\$7,500.00
40 A	No Pay Item						
40 B	Construct Type 'E' Inlet with Bicycle Safe Grate	2.00	EA	1.00	0.00	\$5,000.00	\$5,000.00
41 A	No Pay Item						
41 B	Construct Type 'E' Doghouse Inlet with Bicycle Safe Grate	5.00	EA	5.00	0.00	\$5,000.00	\$25,000.00
42 A	6" ADS Storm Drain, In Grass	445.00	LF	410.00	0.00	\$15.00	\$6,150.00
42 B	6" ADS Storm Drain, In Grass	52.00	LF	42.00	0.00	\$15.00	\$630.00
43 A	15" ADS Storm Drain - In Grass	44.00	LF	45.00	0.00	\$40.00	\$1,800.00
43 B	No Pay Item						
44 A	15" ADS Storm Drain - In Pavement	291.00	LF	310.00	0.00	\$45.00	\$13,950.00
44 B	No Pay Item						
45 A	15" Perforated ADS Storm Drain with Sock	318.00	LF	320.00	0.00	\$50.00	\$16,000.00
45 B	No Pay Item						
46 A	No Pay Item						
46 B	24" RCP Storm Pipe	50.00	LF	0.00	0.00	\$80.00	\$0.00
47 A	Connect Existing Sump Discharge	8.00	EA	9.00	0.00	\$250.00	\$2,250.00
47 B	Connect Existing Sump Discharge	3.00	EA	6.00	0.00	\$250.00	\$1,500.00
48 A	No Pay Item						
48 B	Connect to Existing Inlet	2.00	EA	2.00	0.00	\$500.00	\$1,000.00
49 A	Concrete Vertical Curb, 4000 PSI	2,575.00	LF	3,241.00	0.00	\$18.00	\$58,338.00

Item No.	DESCRIPTION	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
49 B	Concrete Vertical Curb, 4000 PSI	3,215.00	LF	2,875.00	0.00	\$18.00	\$51,750.00
50 A	Concrete Sidewalk, 4" Thick, 4000 PSI	8,170.00	SF	9,068.00	0.00	\$6.50	\$58,942.00
50 B	Concrete Sidewalk, 4" Thick, 4000 PSI	5,545.00	SF	4,331.00	0.00	\$6.50	\$28,151.50
51 A	Curb Ramp Delineation	144.00	SF	160.00	0.00	\$40.00	\$6,400.00
51 B	Curb Ramp Delineation	120.00	SF	104.00	0.00	\$40.00	\$4,160.00
52 A	Concrete Driveway Apron	2,430.00	SF	2,957.00	0.00	\$7.50	\$22,177.50
52 B	Concrete Driveway Apron	2,225.00	SF	1,016.00	0.00	\$7.50	\$7,620.00
53 A	Bituminous Driveway Repair	112.00	SY	213.55	0.00	\$20.00	\$4,271.00
53 B	Bituminous Driveway Repair	123.00	SY	33.60	18.40	\$20.00	\$672.00
54 A	Stone Driveway Repair	16.00	SY	0.00	0.00	\$5.00	\$0.00
54 B	Stone Driveway Repair	38.00	SY	0.00	0.00	\$5.00	\$0.00
55 A	Roadway Excavation, Unclassified	360.00	CY	10.00	0.00	\$15.00	\$150.00
55 B	No Pay Item						
56 A	Pavement Milling, 2" Thick	3,400.00	SY	4,633.00	0.00	\$3.00	\$13,899.00
56 B	Pavement Milling, 2" Thick	9,450.00	SY	2,148.00	0.00	\$3.00	\$6,444.00
57 A	Pavement Milling, 2"-6" Thick	1,270.00	SY	3,666.00	0.00	\$3.50	\$12,831.00
57 B	Pavement Milling, 2"-6" Thick	1,850.00	SY	5,857.00	0.00	\$3.50	\$20,499.50
58 A	Pavement Milling, 12" Thick and Varies	4,525.00	SY	4,887.00	0.00	\$10.00	\$48,870.00
58 B	No Pay Item						
59 A	Pavement Base Repairs	700.00	SY	367.25	0.00	\$25.00	\$9,181.25
59 B	Pavement Base Repairs	2,200.00	SY	0.00	0.00	\$20.00	\$0.00
60 A	6" Compacted DGA Subbase	4,575.00	SY	4,887.00	0.00	\$6.00	\$29,322.00
60 B	No Pay Item						
61 A	Hot Mix Asphalt - 9.5M64 Surface Course 2" Thick	1,110.00	TON	618.15	618.15	\$83.00	\$51,306.45
61 B	Hot Mix Asphalt - 9.5M64 Surface Course 2" Thick	1,625.00	TON	1,248.00	1,248.00	\$83.00	\$103,584.00
62 A	Hot Mix Asphalt - 9.5M64 Surface Course 1.5" Thick	115.00	TON	338.19	0.00	\$83.00	\$28,069.77
62 B	No Pay Item						
63 A	Hot Mix Asphalt - 19M64 Base Course 4" Thick	1,245.00	TON	464.78	0.00	\$90.00	\$41,830.20
63 B	No Pay Item						
64 A	Hot Mix Asphalt - 19M64 Base Course 2.5" Thick	180.00	TON	568.43	105.13	\$90.00	\$51,158.70
64 B	No Pay Item						
65 A	Tack Coat	910.00	GAL	535.00	385.00	\$0.01	\$5.35
65 B	Tack Coat	1,140.00	GAL	720.00	720.00	\$0.01	\$7.20
66 A	1 1/2" Clean Stone	155.00	CY	16.00	0.00	\$0.01	\$0.16
66 B	No Pay Item						
67 A	Select Fill, Compacted - Park Avenue Pavement Removal	460.00	CY	0.00	0.00	\$10.00	\$0.00
67 B	No Pay Item						
68 A	Construct Regulatory Sign	12.00	EA	12.00	0.00	\$160.00	\$1,920.00
68 B	Construct Regulatory Sign	8.00	EA	0.00	0.00	\$160.00	\$0.00
69 A	Construct Street Sign	3.00	EA	3.00	0.00	\$180.00	\$540.00
69 B	Construct Street Sign	2.00	EA	0.00	0.00	\$180.00	\$0.00
70 A	24" Wide White Thermoplastic Striping	1,082.00	SF	1,082.00	1,082.00	\$2.00	\$2,164.00
70 B	24" Wide White Thermoplastic Striping	804.00	SF	1,146.00	1,146.00	\$2.00	\$2,292.00
71 A	8" Wide White Thermoplastic Crosswalk Striping	460.00	SF	460.00	460.00	\$2.00	\$920.00
71 B	8" Wide White Thermoplastic Crosswalk Striping	365.00	SF	360.00	360.00	\$2.00	\$720.00
72 A	6" Wide White Long Life Epoxy Striping	216.00	LF	188.00	188.00	\$1.00	\$188.00
72 B	No Pay Item						
73 A	4" Wide Double Yellow Long Life Epoxy Striping	300.00	LF	300.00	300.00	\$1.50	\$450.00
73 B	4" Wide Double Yellow Long Life Epoxy Striping	230.00	LF	150.00	150.00	\$1.50	\$225.00
74 A	Topsoiling, 5" Thick	1,500.00	SY	2,629.00	0.00	\$7.50	\$19,717.50
74 B	Topsoiling, 5" Thick	1,500.00	SY	1,433.00	0.00	\$6.00	\$8,598.00
75 A	Fertilizer, Seed, and Mulch	1,500.00	SY	2,629.00	0.00	\$1.50	\$3,943.50
75 B	Fertilizer, Seed, and Mulch	1,500.00	SY	1,433.00	0.00	\$1.50	\$2,149.50
76 A	Install Tree, 2" Caliper	3.00	EA	4.00	4.00	\$400.00	\$1,600.00
76 B	Install Tree, 2" Caliper	9.00	EA	9.00	9.00	\$400.00	\$3,600.00
77 A	Asphalt Price Adjustment	1.00	LS	0.00	0.00	\$6,500.00	\$0.00
77 B	Asphalt Price Adjustment	1.00	LS	0.00	0.00	\$6,500.00	\$0.00
78 A	Fuel Price Adjustment	1.00	LS	0.00	0.00	\$3,500.00	\$0.00
78 B	Fuel Price Adjustment	1.00	LS	0.00	0.00	\$3,500.00	\$0.00
S-1 B	Hot Mix Asphalt - 19M64 Base Course 2.5" Thick	293.66	TON	293.66	0.00	\$90.00	\$26,429.40
S-2 B	Water Service Excav. & Investigation (Grant and Hutchinson)	13.00	EA	13.00	0.00	\$663.90	\$8,630.70
S-3 B	Water Service Curb Valves (Grant and Hutchinson)	8.00	EA	8.00	0.00	\$803.19	\$6,425.52
S-4 B	Storm Underdrain (Park Way)	1.00	LS	1.00	0.00	\$6,600.00	\$6,600.00
S-5 B	Drainage and Utility Work	1.00	LS	1.00	0.00	\$17,765.41	\$17,765.41
S-6 B	6" DIP Water Main (Hutchinson)	193.00	LF	129.00	0.00	\$70.00	\$9,030.00
S-7 B	Hot Mix Asphalt - 19M64 Base Course 2" Thick (Grant, Hutchinson, and Park Way)	1,148.00	TONS	553.86	0.00	\$90.00	\$49,847.40
S-8 B	Replace Sanitary Manhole Frame and Cover	5.00	EA	9.00	4.00	\$850.00	\$7,650.00
S-9 B	6" PVC Lateral, 0'-6" Depth (Hutchinson Street)	160.00	LF	285.00	125.00	\$50.00	\$14,250.00
S-10 B	Reconstruct Type 'A' Inlet with Bicycle Safe Grate	3.00	EA	3.00	3.00	\$1,225.00	\$3,675.00
S-11 A	Additional 4" Sump Connection Across Street	45.00	LF	45.00	45.00	\$36.00	\$1,620.00
S-12 A	Time for Relocation of Curb Ramp at #104 Park Avenue	1.00	LS	1.00	1.00	\$1,636.00	\$1,636.00
S-13 B	Additional Sewer Inspection	1.00	LS	1.00	1.00	\$4,637.51	\$4,637.51
TOTAL WORK COMPLETED							\$1,547,300.10
LESS: 2% RETAINAGE							\$30,946.00
SUBTOTAL							\$1,516,354.10
LESS: PREVIOUS PAYMENTS							\$1,333,544.70
TOTAL AMOUNT DUE							\$182,809.40
AMOUNT OF ORIGINAL CONTRACT							\$1,598,913.21
AMOUNT OF CONTRACT ADJUSTED BY CHANGE ORDER Nos. 1 and 2 (+11.02%)							\$1,775,096.51

Ordinance 2015-23

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 3 “POLICE REGULATIONS”, SECTION 3-10 “ABANDONED OR WRECKED VEHICLES”, AND SECTION 3-11 “PARKING OF BOATS, TRAILERS AND REGISTERED VEHICLES” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN”

WHEREAS, the Borough Council finds that enforcement of certain regulations within Chapter 3, Sections 10 and 11 of the “Revised General Ordinances of the Borough of Hightstown” should be enforceable by the Housing Inspector, Construction Official, or the Zoning Officer; and

WHEREAS, the Police Department has determined that such a change in the ordinance is advantageous to the residents of the Borough.

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

Section 1. Section 3-10 “Abandoned or Wrecked Vehicle” is hereby amended as follows (underline for additions, strikethroughs for deletions):

Section 3-10

ABANDONED OR WRECKED VEHICLES*

Subsections:

- 3-10.1** **Definitions.**
- 3-10.2** **Abandoning Vehicles Unlawful.**
- 3-10.3** **Leaving Non-operating Vehicles on Streets Unlawful.**
- 3-10.4** **Storage on Private or Borough Property Restricted; Exceptions.**
- 3-10.5** **Impoundment; Redemption.**

* **Editor's Note:** For additional regulations on property maintenance, see Chapter XIV.

3-10.1 Definitions.

As used in this section:

“Abandon” shall mean to intentionally and permanently give up, surrender, leave, desert or relinquish all interest or ownership in a vehicle. A vehicle is considered abandoned if it has been in the same public location for at least three consecutive days. Most often, it will be damaged or missing critical components, such as the engine, wheels, tires or plates. Circumstances which may lead to a presumption of abandonment include, but are not necessarily limited to, broken window(s) or windshield that limit visibility; one or more flat tires; invalid license plates; or vehicle being unregistered or uninspected. This does not include any vehicle that is kept within a building when it is not in use.

“Property” shall mean any real property within the Borough which is not a street or highway.

“Renovated” shall mean restored to good condition; made new or as if new again; repaired.

“Repaired” shall mean restored to former condition or operational soundness.

“Restored” shall mean brought back into a former, original, or normal condition.

“Street” or “highway” shall mean the entire width between the boundary lines of every way maintained, when any part thereof is open to the use of the public for purposes of vehicular travel.

“Vehicle” shall mean a machine propelled by other than human power, designed to travel along the ground by the use of wheels, treads, runners or slides and to transport persons or property or pull machinery, including, but not by way of limitation, an automobile, truck, trailer, motorcycle, tractor, buggy and wagon. (1991 Code § 217-1)

3-10.2 Abandoning Vehicles Unlawful.

No person shall abandon a vehicle within the Borough, and no person shall leave a vehicle at any place within the Borough for such time and under such circumstances as to cause the vehicle to reasonably appear to be abandoned. (1991 Code § 217-2)

3-10.3 Leaving Non-operating Vehicles on Streets Unlawful.

No person shall leave any unregistered, partially dismantled, non-operating, wrecked or junked vehicle on a street or highway within the Borough. (1991 Code § 217-3; Ord. No. 2002-04)

3-10.4 Storage on Private or Borough Property Restricted; Exceptions.

a. No person in charge or control of property within the Borough, whether as owner, tenant, occupant, lessee or otherwise, shall allow unregistered or uninspected or partially dismantled or non-operating or wrecked or junked or discarded vehicles to be parked or stored anywhere on private property except on a paved or stoned driveway or an approved extension of a driveway, and such vehicles shall not be permitted to remain on the property longer than forty-eight (48) hours, and Moreover, no person shall leave such vehicles on any property within the Borough for a longer period than forty-eight (48) hours.

b. This section shall not apply to a vehicle in an enclosed building; a vehicle on the premises of a business enterprise operated in a lawful place and manner, when necessary to the operation of the business enterprise; a vehicle that is parked or stored on a paved or stoned driveway or an approved extension of a driveway and which is actively being repaired, renovated or restored, so long as the vehicle is covered with an appropriate durable car cover, during times when such work is not being undertaken; or a vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the Borough. (1991 Code § 217-4; Ord. No. 2002-04)

c. If an unregistered or uninspected or partially dismantled or non-operating or wrecked or junked or discarded vehicle is parked on private or Borough property in any other manner than as permitted pursuant to this Section, then it shall be considered a violation of this Section.

3-10.5 Impoundment; Redemption.

The Chief of Police or any member of the Police Department designated by him is authorized to remove or have removed any vehicle left at any place within the Borough which appears to be present in violation of this section. Such a vehicle shall be impounded until lawfully claimed or disposed of in accordance with applicable statutes. The Chief of Police or any member of the Police Department acting for him shall notify the registered and legal owner, in writing, by personal service or by certified mail, at the last known address of the owner, of the removal of the vehicle, the reason for the removal and the location of the vehicle. The vehicle shall be retained and impounded until the owner or his authorized agent pays the cost of such taking and removal, together with a garage charge of two (\$2.00) dollars for each day that the vehicle is retained and impounded. (1991 Code § 217-5)

3-10.6 Violations and Penalties.

In addition to the penalties set forth in Subsection 3-10.5, a summons may be issued for any violation of the provisions of this Section by any member of the Police Department, or by the Housing Inspector, the Construction Official, or the Zoning Officer. Any person violating any provision of this Section shall, upon conviction, be subject to the fine(s) prescribed in Section 1-5 of the Borough Code, or as otherwise provided by law.

Section 2. Section 3-11 “Parking of Boats, Trailers and Registered Vehicles” is hereby amended as follows (underline for additions, strikethroughs for deletions):

Section 3-11

PARKING OF BOATS, TRAILERS AND REGISTERED VEHICLES

Subsections:

- 3-11.1** **Definitions.**
- 3-11.2** **Parking in Public Streets Restricted; Repairs.**
- 3-11.3** **Storage of Boats, Trailers and Camping Vehicles on Private Property.***
- 3-11.4** **Storage of Registered, Operating Vehicles on Private Property**

3-11.1 Definitions.

As used in this section:

Trailer or Camping and recreational vehicle shall mean any boat mounted on a trailer or any vehicle or structure used or intended to be used as a conveyance upon the public streets or highways and duly licensed as such, including self-propelled and non-self-propelled vehicles or structures designed, constructed and reconstructed or added to by means of accessories in such a manner as to permit the occupancy thereof as a dwelling or sleeping place, temporary or permanent, for one (1) or more persons and having no foundations other than wheels, skids, jacks or similar devices so arranged as to be integral with or portable by the trailer or camping and recreational vehicle, including any trailer or camping and recreational vehicle so arranged and installable as not be subject to transportation. (1991 Code § 203-1)

3-11.2 Parking in Public Streets Restricted; Repairs.

a. No person shall park any camping vehicle for any period exceeding two (2) hours on any street in the Borough except for the purpose of repair.

b. If any person desires to repair a camping vehicle while it is parked on any street, he shall obtain a permit therefor from the Police Department. Such permit shall not be issued unless the camping vehicle cannot be removed to a garage, service station or other premises for the purpose of repair and shall be granted on request without fee. It shall be valid for a period of forty-eight (48) hours from the issuance thereof but may, for good cause shown, be renewed for an additional forty-eight (48) hour period or periods as necessity may require. Any camping vehicle undergoing repairs while parked in a street shall not be used by any person as a dwelling or sleeping place during such period of repair. (1991 Code § 203-2)

3-11.3 Storage of Boats, Trailers and Camping Vehicles on Private Property.*

Any owner of a boat, trailer or camping vehicle may park or store his equipment on private residential property in the Borough subject to the following conditions:

a. If the boat, trailer or camping vehicle is parked or stored outside of a garage or building, it shall be parked or stored to the rear of the front building line of the lot, on a paved or stoned driveway or an approved extension of a

driveway, except that a boat, trailer or camping vehicle may be parked anywhere on private residential property for loading or unloading purposes.

b. At no time shall a parked or stored boat or camping vehicle be occupied or used for living, sleeping or housekeeping purposes or for storage of other than equipment used in connection with the vehicle.

c. Only one (1) of each such vehicle shall be permitted to be parked at one (1) time on any one (1) property. (1991 Code § 203-3; Ord. No. 2002-04)

* **Editor's Note:** For additional regulations on property maintenance, see Chapter XIV.

3-11.4 Storage of Registered, Operating Vehicles on Private Property

Registered, operating vehicles shall be parked or stored on a paved or stoned driveway or an approved extension of a driveway. If a vehicle is parked on private property in any other manner, then it shall be considered a violation of this Section. (Ord. No. 2002-04)

3-11.5 Violations and Penalties.

For any violation of the provisions of this Section, a summons may be issued by any member of the Police Department, or by the Housing Inspector, the Construction Official, or the Zoning Officer. Any person violating any provision of this Section shall, upon conviction, be subject to the fine(s) prescribed in Section 1-5 of the Borough Code, or as otherwise provided by law.

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

Introduction: September 21, 2015

Re-Introduced: November 16, 2015

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Ordinance 2015-24

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

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 28, ENTITLED “ZONING” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

BE IT ORDAINED by the Borough Council of the Borough of Hightstown, County of Mercer, New Jersey, that the Chapter 28, entitled “Zoning” of the “Revised General Ordinances of the Borough of Hightstown” is hereby amended to add a new Section, Clothing Bins, as follows:

SECTION 1: Purpose

The purpose of this ordinance is to accommodate clothing bins intended for charitable purposes only in appropriate locations, while protecting the public’s health, safety and welfare. In addition, this ordinance provides a permitting process for charitable clothing bins to ensure compliance with the provisions of the requirements and standards established herein.

SECTION 2: Add a Section to Chapter 28, Scope and Purpose, as follows:

Clothing Bins, Locations and Permits

Charitable clothing bins may be placed only in the following locations and under all applicable conditions:

At church and other religious institution parking lots (1 bin per site); and

At other sites located in non-residential zoning districts that are under private ownership, provided that bin placement meets all conditions herein (1 bin per site).

No charitable clothing bins shall be placed on Borough-owned property or in residential zoning districts.

Notwithstanding any other provision to the contrary, following the adoption of this Ordinance, no person or entity shall place, use or employ a donation charitable clothing bin, for solicitation purposes, unless all of the following requirements are met:

A. The donation charitable clothing bin is owned by a charitable organization registered with the Attorney General for the State of New Jersey pursuant to P.L. 1994, c. 16 or any person or entity; and

B. The registered charitable organization or other person or entity owning and monitoring the clothing bin for charitable purposes only has obtained a permit valid for a period not to exceed one year, from the Borough Zoning Officer, in accordance with the following:

1. In applying for such permit, the registered charitable organization, person or entity shall include the following information, at a minimum.

a) The size of the clothing bin (enclosed and not larger than 6 feet by 6 feet) and the specific location where the bin will be situated, as precisely as possible;

b) The manner in which the charitable organization or other person or entity anticipates any clothing or donations collected via the bin would be used, sold or dispersed, and the method by which the proceeds of collected donations would be allocated or spent;

c) The name, address, and telephone number of the bona fide office of the applicant and of person or entity sharing or profiting from any clothing or other donations collected via the bin;

d) The schedule of pick-ups removing the articles from the bins, which shall be no less often than once per week, and the name and telephone number of the person or entity to be notified if the bin is overflowing prior to the scheduled date of pick-up; and

e) Written and notarized consent from the property owner, or the owners authorized representative, to place the bin on his/her/its property.

2. The Zoning Officer shall not approve an application and grant a permit to place, use, or employ a donation charitable clothing bin if he determines that the placement of the bin could constitute a safety hazard. Such hazards shall include, but are not limited to, the placement of a donation charitable clothing bin in existing parking spaces, in any area which interferes with pedestrian or vehicular traffic or access, obscures site visibility, hinders firefighting, violates any site plan approval applicable to the property, or is at a location which stores large amounts of, or sells, fuel or other flammable liquids or gasses.

3. The fee for the application for the permit shall be \$25.00.

4. All permits for a donation charitable clothing bin may be renewed by a charitable organization or other person or entity upon payment of the \$25.00 renewal fee and by application that shall include the following information:

a) The location where the bin is situated, as precisely as possible, and, if applicant intends to move it, the new location where the bin would be situated after the renewal is granted;

b) The manner in which the person or entity has used, sold or dispersed any clothing or other donations collected via the bin, the method by which the proceeds of collected donation have been allocated or spend, and any changes the person or entity anticipated it may make in these processes during the period covered by the renewal;

c) The name, address and telephone number of the bona fide office of the applicant and any person or entity which shared or profited from any clothing or other donations collected via the bin, and of any entities which may do so during the period covered by the renewal;

d) The schedule of pick-ups removing the articles from the bins, which can be no less often than once per week, and the name and telephone number of the person or entity to be notified if the bin is overflowing prior to the scheduled date of pick-up; and

e) Written and notarized consent from the property owner, or the owner's authorized representative, to place the bin on his/her/its property;

5. The following information shall be clearly, permanently and conspicuously written in either permanent paint or marker on the exterior of the donation charitable clothing bin:

a) The name and address of the registered charitable organization or person or entity owning the bin, and of any other person or entity which may share or profit from any clothing or other donations collected via the bin.

b) The telephone number of the organization's bona fide office and, if applicable, the telephone number of the bona fide office of any other person or entity which may share or profit from any

clothing or other donations collected via the bin. The telephone number of an answering machine or service unrelated to the charitable organization does not satisfy this requirement.

c) The charitable organization or other person or entity's registration number, permit number and its date of expiration.

d) A statement, indicating the manner in which the charitable organization or other person or entity anticipated any clothing or other donations collected via the bin would be used, sold or dispersed, and the method by which the proceeds of collected donations would be allocated or spent.

6. Any clothing bin permitted hereunder shall be kept clean, properly painted, maintained, and shall be free of defects. Only clothing shall be deposited in a charitable clothing bin and no material shall be placed or stored on or outside of a clothing bin.

C. An enforcement official designated by the Borough Administrator, shall receive and investigate, within 30 days, all complaints about bins, and shall enforce this Ordinance.

1. Whenever it appears to the enforcement official that an entity, or person or entity has engaged in or is engaging in any act or practice in violation of this Ordinance, the organization or person or entity who placed the bin shall be issued a warning, stating that if the violation is not rectified or an appeal taken within 45 days, then the bin, any clothing or other donations collected via the bin will be sold at public auction. In addition to any other means used to notify the person or entity who placed the bin, a warning shall be affixed to the exterior of the bin itself, and the bin shall not be used until the violations are cured and the appeal is decided.

2. In the event that the person or entity or entity who placed the bin does not cure the violation or request a hearing before the Borough Administrator within 45 days of the posting of the warning, the Borough may seize the bin, remove it or have it removed, at the expense of the person or entity who placed the bin, and sell it at public auction, and otherwise dispose of any clothing or other donations collected via the bin, which proceeds shall be paid to the Borough's Chief Financial Officer.

3. In addition, any person or entity who violates any provision of PL 2007, C.209 shall be subject to a penalty for each violation as specified pursuant to PL 2007, C.209, of up to \$20,000 per violation and such other penalties or remedies permitted by law.

D. If any provision or portion of a provision of this Ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the Ordinance shall not be invalidated.

E. Within 60 days from the enactment of this Ordinance all existing charitable clothing bins shall meet all conditions of this Ordinance and shall obtain and display permits or be removed from their location by the person or entity placing the bin or shall be subject to removal by the Borough at the cost and expense of the person or entity placing or owning the bin. During the 60 day period, no additional charitable clothing bins may be placed in the Borough.

SECTION 3 Severability

The provisions of this Ordinance are severable, and the invalidity of any section, subdivision, paragraph or other wording in this Ordinance shall not affect the validity or effectiveness of the remainder of this Ordinance.

SECTION 4 Effective Date

This Ordinance shall take effect upon compliance with procedures prescribed by law, including NJSA 40:55D-97 of the Municipal Land Use Law (Submission of plan and ordinances to County Planning Board for approval).

Introduced: October 19, 2015

Adopted:

ATTEST:

Debra L. Sopronyi
Municipal Clerk

Lawrence D. Quattrone
Mayor

Ordinance 2015-27

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 7 ENTITLED “TRAFFIC”, SECTION 35 ENTITLED “HANDICAPPED PARKING”, OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN”

WHEREAS, the Borough Council finds that there is a need to amend Chapter 7, Sections 35 of the “Revised General Ordinances of the Borough of Hightstown” regarding handicapped parking; and

WHEREAS, the Police and Public Works Departments have determined that such changes in the ordinance is advantageous to the residents of the Borough.

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

Section 1. Chapter 7, “Traffic”, Section 35 “Handicapped Parking” is hereby amended as follows (underline for additions, strikethroughs for deletions):

Subsection 7-35-1 Handicapped Parking on Streets.

a. In accordance with the provisions of N.J.S.A. 39:4-197, the following on street locations are designated as handicapped parking places. Such spaces are for use by persons who have been issued special identification cards or plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department. No other person shall be permitted to park in these places.

<i>Address</i>	<i># of Spaces</i>	<i>Location</i>
Westerlea Apartments, Building 5 Westerlea Avenue	1	Beginning at a point 55 feet south of GPU pole #JC748H and running 18 feet south along Westerlea Avenue

b. Handicapped Parking On Street for Private Residences. In accordance with the provisions of N.J.S.A. 39:4-197.6, ~~the following certain~~ on-street locations are designated by resolution of the Governing Body as handicapped parking spaces in front of private residences occupied by handicapped persons. Any exception taken for the placement of the handicapped parking space shall be noted within said resolution prior to adoption of the Governing Body. Such spaces are for use by persons who have been issued special identification cards or plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department. No other person shall be permitted to park in these spaces.

Street	Location	Permit Number
120 Railroad Avenue	Beginning at a point approximately nineteen (19) feet south of utility pole no. JC180H on the west side of Railroad Avenue and running eighteen (18) feet south along Railroad Avenue.	P.H.K. 4616

231 Morrison Avenue	Beginning at a point one hundred and thirteen (113) feet from the southeast corner of the intersection of Morrison Avenue and Summit Street and running east approximately 18 feet therefrom along Morrison Avenue.	NJ handicapped license plate #HE2758
155 Mechanic Street	Beginning at a point 32 feet north of utility pole #JC11H and running north approximately 20 feet therefrom along the southbound side of Mechanic Street	NJ handicapped placard #P484734

Residents requesting a handicapped parking space on a street for private residences shall do so in writing to the Borough Clerk. It shall be required that they provide a copy of their special identification cards or plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department; and a current medical certification from a qualified physician stating the need for the parking space. Residents with driveways will not be issued a handicapped parking space in front of a private residence.

It will be required that all handicapped parking spaces on a street for private residences be renewed with the Borough Clerk on July 1, 2015 annually by presenting a copy of the special identification cards or plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department; and a current medical certification from a qualified physician stating the need for the handicapped parking space. Any handicapped parking spaces on a street for private residences that is not updated by July 31st, shall be void and the sign removed.

(Ord. No. 825 § 4; Ord. No. 1995-21 § 2; Ord. No. 1998-29 § 1; Ord. No. 1999-19 § 1; Ord. No. 2000-33; Ord. No. 2001-08; Ord. No. 2002-02; Ord. No. 2002-22)

Subsection 7-35-2 Handicapped Parking in Municipal Parking Lots and Board of Education Property.

In accordance with the provisions of N.J.S.A. 39:4-197, handicapped parking areas in municipal parking lots and Board of Education property are designated as set forth in Section 7-37.1(d) of the Revised General Ordinances of the Borough of Hightstown. (Ord. No. 2002-03)

Subsection 7-35-3 Handicapped Parking on Private Property Open to the Public and to Which the Public is Invited (Retail Business).

In accordance with the provisions of N.J.S.A. 40:48-2.46, the following off-street parking spaces are designated as handicapped parking areas. Such spaces are for use by persons who have been issued special identification cards, plates or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department. No other person shall be permitted to park in these spaces.

Property	No. of Spaces	Location
		(Reserved)

In any space on public or private property appropriately marked for vehicles for the physically handicapped pursuant to N.J.S.A. 39:4-197.5, N.J.S.A. 52:27D-119 et seq., or any other applicable law unless the vehicle is authorized by law to be parked therein and a handicapped person is either the driver or a passenger in that vehicle. State, county, or municipal law enforcement officers or parking enforcement officers shall enforce the parking restrictions on spaces appropriately marked for vehicles for the physically handicapped on both public and private property.

No person shall move a vehicle not lawfully under his control into any such prohibited area or away from a curb such distance as is unlawful.

Subsection 7-35-4 Handicapped Parking on All Other Private Property.

In accordance with the provisions of N.J.S.A. 39:5A-1, the following off-street parking locations are designated as handicapped parking. Such spaces are for use by persons who have been issued special identification cards, plates

or placards by the Division of Motor Vehicles, or a temporary placard issued by the Police Department. No other person shall be permitted to park in these spaces.

Property	No. of Spaces	Location*
(New)		(Reserved)

* **Editor's Note:** All sketches are on file in the office of the Municipal Clerk.

Subsection 7-35-5 Signs, Pavement Markings, Installation and Maintenance.

The owners of the premises or individual for whom the parking space is being installed referred to in subsection 7-35.1(b) shall have provided and installed by the Borough Public Works Department, signs for each parking space reserved for the use of handicapped persons, which signs shall be in accordance with the manual on Uniform Traffic Control Devices.

The owners of the premises referred to in subsection 7-35.3 and 7-35.4 shall provide and install signs and pavement markings for each parking space reserved for the use of handicapped persons, which signs and markings shall be in accordance with the manual on Uniform Traffic Control Devices. The cost of procurement and installation of the signs and pavement markings shall be the responsibility of the owner of said property. The owner shall subsequent to initial procurement and installation, maintain such signs and pavement markings in good condition at no cost or expense to the Borough of Hightstown. The owner shall be responsible for the repair and restoration or replacement of same. (New)

Subsection 7-35-6 Penalty for Violation.

Pursuant to P.L. 2003, C 161, the penalties for violations of this Section 7-35 shall be a fine of two hundred fifty (\$250.00) dollars for a first offense, and for subsequent offenses, shall be a fine of at least two hundred fifty (\$250.00) dollars and up to ninety (90) days community service on such terms and in such form as the Court shall deem appropriate, or any combination thereof. (Ord. No. 2003-34)

Section 2. 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 3. 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.

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Ordinance 2015-28

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AMENDING CHAPTER 28 “ZONING” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN REGARDING HOME-BASED BUSINESSES

WHEREAS, the Borough recognizes the importance of and the increase in home-based businesses; and

WHEREAS, the Borough desires to provide standards and requirements for home-based businesses to maintain the residential character of its residential zones; and

WHEREAS, the Zoning Officer and Planning Board Subcommittee have made certain recommendations for revisions to Chapter 28 of the Borough Revised General Ordinances of the Borough of Hightstown; and

WHEREAS, the Planning Board has reviewed and concurs with these recommendations;

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

Section 1. Section 28-3-5 “Residential District” is hereby amended as follows (underline for additions, strikethroughs for deletions):

Subsection 28-3-5-1a2 is amended as follows:

(c) Home-based occupations as defined in Section 28-10-6 and professional offices ~~and other home occupations~~, provided that the professional resides on the premises, and further provided that no more than one nonresident employee shall be permitted.

Section 2. Subsection 28-10-6 “Home Occupations” is re-titled “Home-Based Occupations” and amended as follows (deletions are shown by strikethroughs, additions are shown by underlines):

Home-based Customary home occupations shall be defined as permitted, provided that:

a. ~~A business~~ The home-based occupation is carried on entirely within a dwelling ~~or an accessory structure~~ and solely by the inhabitants thereof.

b. The use is clearly incidental and secondary to the use of the building for dwelling purposes and does not change the character thereof ~~nor constitute more than one (1) floor of the principal building.~~

c. As examples, the following businesses shall not be considered acceptable home-based occupations: ~~Such home occupation shall exclude~~ barbershops, beauty parlors, clinics, hospitals, eating and drinking establishments, real estate and insurance offices, motor vehicle repair shops, any business that receives product from third-parties solely for distribution to purchasers of the delivered product, any business that negatively affects the environment on neighboring properties ~~offices~~ or other similar operations which generate customer or delivery service activity comparable to a business.

d. No more than one commercial vehicle (a vehicle either with the name of the business displayed, permanently or temporarily, on it or with commercial plates) may be parked on the property where the home-based occupation takes place.

e. No vehicle weighing in excess of 9,000 pounds GVW shall be parked on the property where the home-based occupation takes place.

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

Introduced: November 16, 2015

Adopted:

Debra L. Sopronyi
Municipal Clerk

Lawrence Quattrone
Mayor

Resolution 2015-292

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 \$273,860.18 from the following accounts:

Current	\$185,109.31
W/S Operating	68,264.27
General Capital	7,091.25
Water/Sewer Capital	0.00
Grant	0.00
Trust	12,118.75
Housing Trust	1,187.50
Animal Control	89.10
Law Enforcement Trust	0.00
Housing Rehab Loans	0.00
Unemployment Trust	0.00
Escrow	<u>0.00</u>
 Total	 <u>\$273,860.18</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 December 7, 2015.

 Debra L. Sopronyi
 Borough Clerk

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
A0054 AQUA PRO-TECH LABORATORIES												
	15-02056	11/24/15	INV #5100015M									
	1		INV #5100015M	1,301.00	5-09-55-501-002-532	B Outside Lab Testing	R	11/24/15	12/02/15		5100015M	N
	Vendor Total:			1,301.00								
ATTWI005 AT&T WIRELESS												
	15-02077	12/01/15	#287258726345 10/13-11/12/15									
	1		287258726345 10/13-11/12/15 PD	234.20	5-01-43-507-001-029	B Maint. Contracts - Other	R	12/01/15	12/02/15		#287258726345	N
	2		287258726345 10/13-11/12/15DPW	270.07	5-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	12/01/15	12/02/15		#287258726345	N
	3		287258726345 10/13-11/12/15WTP	204.85	5-09-55-501-003-548	B Telephone-SPRINT	R	12/01/15	12/02/15		#287258726345	N
	4		287258726345 10/13-11/12/15AWW	102.63	5-09-55-501-003-550	B Telephone-Water Dept-NEXTEL	R	12/01/15	12/02/15		#287258726345	N
				811.75								
	Vendor Total:			811.75								
B0065 BROWNELLS, INC												
	15-01781	10/19/15	ARMORER SUPPLIES									
	1		SHOOTING RANGE BOX	37.00	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	2		COTTON ROLLS/AR LUG RECESS TL	2.50	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	3		SINCLAIR AR15 LUG TOOL W/ROLLS	26.03	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	4		ARMORER'S WRENCH AR15/M4	66.00	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	5		22 BIT STARTER SET	62.00	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	6		PREMIUM ROLL PIN PUNCH SET	65.00	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	7		3/4 NYLON/BRASS HAMMER	15.99	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	8		2 OZ. BALLPEEN HAMMER	14.95	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	9		8OZ. BALLPEEN HAMMER	16.95	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	10		LAW ENFORCEMENT HOLLOW HANDLE	15.52	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	11		#84 HANDLE WITH FOUR BITS	17.52	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
	12		ESTIMATED SHIPPING & HANDLING	15.95	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/19/15	12/02/15			N
				355.41								
	Vendor Total:			355.41								
C0023 COMCAST												
	15-02036	11/24/15	#8499052440157856 DTD 11/17/15									
	1		#8499052440157856 DTD 11/17/15	123.76	5-09-55-501-002-545	B Internet Services	R	11/24/15	12/02/15		BILL DT11/17/15	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
C0023 COMCAST											
	15-02066	11/30/15	#8499052430036659 DTD 11/24/15								
	1	#8499052430036659	DTD 11/24/15	107.85	5-01-20-140-001-060	B	Internet Services and Web Services	R	11/30/15	12/02/15	499052430036659 N
	Vendor Total:		231.61								
COMCA005 COMCAST BUSINESS											
	15-02037	11/24/15	ACCT#930909813 DTD 11/15/15								
	1	INV#39325248	DATED 11/15/15	195.30	5-01-43-507-001-029	B	Maint. Contracts - Other	R	11/24/15	12/02/15	#39325248 N
	Vendor Total:		195.30								
C0928 CREATIVE SIGNCRAFTERS											
	15-01978	11/09/15	INV 2901 RABIES SIGNS								
	1	INV 2901	RABIES SIGNS	120.00	T-12-56-286-000-861	B	ANIMAL WELFARE COMMITTEE	R	11/09/15	12/02/15	2901 N
	2	SIGN STAKES		17.50	T-12-56-286-000-861	B	ANIMAL WELFARE COMMITTEE	R	11/09/15	12/02/15	2901 N
	Vendor Total:		137.50								
C0087 CUSTOM BANDAG, INC											
	15-01854	10/23/15	TIRES FOR TRK 20								
	1	INV. 80099616	TIRES FOR TRK 20	503.58	5-01-26-311-001-034	B	Equipment Parts & Accessories	R	10/23/15	12/02/15	80099616 N
	Vendor Total:		503.58								
C0088 CUSTOM ENVIRONMENTAL TECH, INC											
	15-00351	02/24/15	RES 2015-36 ZETA LYTE 1A CONT.		B						
	6	#2843	DTD 10/30/15 POLYMER	582.45	5-09-55-501-002-554	B	ZETA LYTE 1A POLYMER	R	09/25/15	12/02/15	INV# 2843 N
	Vendor Total:		582.45								
DRPUT005 DR PUTHENMADAM RADHAKRISHNAN											
	15-02078	12/02/15	CLINIC 12/1/15								
	1	CLINIC 12/1/15		330.00	5-01-27-330-001-031	B	Contract-Professional Serv.(B)	R	12/02/15	12/02/15	CLINIC 12/1/15 N
	Vendor Total:		330.00								

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
F1060 FRANCISCO JIMENEZ												
	15-01974	11/09/15	CLOTHING ALLOWANCE - JIMENEZ									
	1		CLOTHING ALLOWANCE - JIMENEZ	64.99	5-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	11/09/15	12/02/15			N
	15-02045	11/24/15	CLOTHING ALLOWANCE - JIMENEZ									
	1		CLOTHING ALLOWANCE - JIMENEZ	69.99	5-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	11/24/15	12/02/15			N
	Vendor Total:			134.98								
G0338 GALETON GLOVES												
	15-01831	10/22/15	GLOVES									
	1		#6400 LG SUPER GLOVES	36.75	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/22/15	12/02/15			N
	2		#2114 SAFETY CUFF XL	31.10	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/22/15	12/02/15			N
	3		#6400 SUPER GLOVES XL	12.25	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/22/15	12/02/15			N
	4		#9120-045 LARGE	18.75	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/22/15	12/02/15			N
	5		#11890 KNEE PADS	27.85	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/22/15	12/02/15			N
	6		FREIGHT	11.46	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	11/10/15	12/02/15		1292499-00	N
				<u>138.16</u>								
	Vendor Total:			138.16								
M0714 GENSERVE, INC.												
	15-01989	11/13/15	ER SERVICE TO PD GENERATOR									
	1		ER SERVICE TO PD GENERATOR	1,052.00	5-01-26-310-001-024	B Building Maintenance	R	11/13/15	12/02/15		0097958	N
	15-02043	11/24/15	INV #0098597-IN									
	1		INV #0098597-IN	180.00	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B)	R	11/24/15	12/02/15		0098597-IN	N
	Vendor Total:			1,232.00								
G1077 GEORGE S. COYNE CO., INC.												
	15-00352	02/24/15	RES 2015- ZETA LYTE 8849FS			B						
	7		INV 218830 ZETAG 8849	2,120.77	5-09-55-501-002-544	B Zetag 8849 FS - George S. Coyne Co.,Inc.	R	02/24/15	12/02/15		INV 218830	N
	9		INV 225028 ZETAG 8849 FS	2,120.77	5-09-55-501-002-544	B Zetag 8849 FS - George S. Coyne Co.,Inc.	R	02/24/15	12/02/15		225028	N
	10		ZETAG 8849 FS DATED 10/28/15	2,120.77	5-09-55-501-002-544	B Zetag 8849 FS - George S. Coyne Co.,Inc.	R	08/17/15	12/02/15		227890	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
H0053 HIGHTS FARM EQUIPMENT CO.												
	15-00765	05/08/15	STEERING PARTS FOR GRAVELY MWR									
	1		STEERING PARTS/GRAVELY MOWER	38.44	5-09-55-501-002-503	B Sewer Plant Maintenance	R	05/08/15	12/02/15			N
	15-00941	06/08/15	INV #168371									
	1		INV #168371	29.98	5-01-28-369-001-140	B Landscape Maintenance	R	06/08/15	12/02/15		168371	N
	Vendor Total:			68.42								
H0125 HIGHTSTOWN DEVELOPMENT ASSOC L												
	15-02076	12/01/15	RECYCLING/TRASH									
	1		NOV/DEC 2014	4,788.84	4-01-26-325-001-199	B Miscellaneous	R	12/01/15	12/02/15		NOV/DEC 2014	N
	2		JAN-OCT 2015	24,139.36	5-01-26-325-001-199	B Miscellaneous	R	12/01/15	12/02/15		JAN-OCT 2015	N
				28,928.20								
	Vendor Total:			28,928.20								
H690 HIGHTSTOWN EMERGENCY MEDICAL												
	15-02033	11/23/15	Aid to Emergency Medical									
	1		Aid to Emergency Medical	1,500.00	5-01-25-260-002-118	B Aid to Emerg Med-Contribution	R	11/23/15	12/02/15		2015 AID TO MED	N
	Vendor Total:			1,500.00								
H0459 HIGHTSTOWN ENGINE CO. #1												
	15-02032	11/23/15	Aid to Fire Department									
	1		Aid to Fire Department	5,000.00	5-01-25-255-002-118	B Aid To Fire Dept	R	11/23/15	12/02/15		AID TO FIRE DEP	N
	Vendor Total:			5,000.00								
H1100 HOME DEPOT CREDIT SERVICES												
	15-01970	11/09/15	PAINT FOR AWWTP									
	1		INV. 1562194 - PAINT FOR AWWTP	104.06	5-09-55-501-002-502	B Vehicle Maintenance	R	11/09/15	12/02/15		1562194	N
	Vendor Total:			104.06								
IXPC0005 IXP CORPORATION												
	15-01999	11/16/15	50% DEL FINAL REPORT #1510005									
	1		50% DEL FINAL REPORT #1510005	3,750.00	5-01-43-507-001-138	B IXP Professional Services	R	11/16/15	12/02/15		#1510005 FINAL	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
J0258 JCP&L (STREET LIGHTING)												
	15-02022	11/19/15	#100 086 395 041 PW									
	1	#100 086 395 041 PW	20.03	5-01-31-435-001-075	B Street Lighting	R	11/19/15	12/02/15			#100086395041	N
	15-02028	11/20/15	#100 011 415 724 STR.LIGHTING									
	1	#100 011 415 724 STR.LIGHT PW	3,925.33	5-01-31-435-001-075	B Street Lighting	R	11/20/15	12/02/15			#100011415724	N
	15-02029	11/20/15	#100 011 415 765 ST.LGT. PW									
	1	#100 011 415 765 ST.LGT. PW	1,682.32	5-01-31-435-001-075	B Street Lighting	R	11/20/15	12/02/15			#100011415765	N
	Vendor Total:		5,627.68									
J0069 JERSEY ELEVATOR SERVICE												
	15-01894	10/27/15	OCTOBER 2015 ELEVATOR SERVICE									
	1	INV. 162428 - OCTOBER 2015	334.64	5-01-26-310-001-029	B Maintenance Contracts	R	10/27/15	12/02/15			162428	N
	Vendor Total:		334.64									
J0070 JW SCOTT												
	15-01787	10/19/15	EMERGENCY GEN TANK									
	1	PMI & FUEL TANK	475.00	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		10/19/15	12/02/15				N
	2	TOLLS	20.00	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		11/03/15	12/02/15			57172	N
	3	MISC CONSUMABLES	30.00	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		11/03/15	12/02/15			57172	N
	4	DIESEL FLOAT KIT	443.00	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		11/03/15	12/02/15			57172	N
	5	SHAFT PAPER ROLL	13.00	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		11/03/15	12/02/15			57172	N
	6	PAPER TLS 350	12.50	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		11/03/15	12/02/15			57172	N
	7	FREIGHT	14.95	5-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		11/03/15	12/02/15			57172	N
			<u>1,008.45</u>									
	Vendor Total:		1,008.45									
KUBIA005 KUBIAK ELECTRIC CO., INC.												
	15-01666	09/29/15	INLET BUILDING- VENTILATION									
	1	DISCONNECT & INSTALL	1,300.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	09/29/15	12/02/15				N

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KUBIA005 KUBIAK ELECTRIC CO., INC. Continued												
	15-01745	10/14/15	REPAIR FOR TERTIARY FILTER									
	1		REPLACEMENT PLC FOR TERTIARY	2,300.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	10/14/15	12/02/15			N
	Vendor Total:			3,600.00								
L0034 LANG'S SKI 'N SCUBA												
	15-02011	11/18/15	INV#44574 DRY SUIT EVAL%REPAIR									
	1		DRY SUIT INTEGRITY EVALUATION	49.00	5-01-25-252-002-056	B Fire & Other Safety Equipment	R	11/18/15	12/02/15		INV# 44574	N
	2		DRY SUIT PUNCTURE/LEAK REPAIR	30.00	5-01-25-252-002-056	B Fire & Other Safety Equipment	R	11/18/15	12/02/15		INV.# 44574	N
	3		DRY SUIT/WET SUIT REPAIR	10.00	5-01-25-252-002-056	B Fire & Other Safety Equipment	R	11/18/15	12/02/15		INV# 44574	N
				89.00								
	Vendor Total:			89.00								
R0058 MARGARET M. RIGGIO												
	15-02051	11/24/15	MILEAGE SEPT - NOV 2015									
	1		MILEAGE SEPT - NOV 2015	286.80	5-01-20-120-001-045	B CLERK'S OFFICE MILEAGE	R	11/24/15	12/02/15		SEPT - NOV 2015	N
	Vendor Total:			286.80								
M0180 MCMASTER-CARR												
	15-01809	10/21/15	SS COUPLER 2538K125									
	1		SS COUPLER 2538K125	60.39	5-09-55-501-002-503	B Sewer Plant Maintenance	R	10/21/15	12/02/15			N
	Vendor Total:			60.39								
M0047 MCNAMARA SCR PR & EMBROIDERY												
	15-01997	11/16/15	INV#10004 POLOS/FIREMARSH LOGO									
	1		INV#10004 POLOS/FIREMARSH LOGO	315.00	5-01-25-256-002-043	B Uniforms	R	11/16/15	12/02/15		#10004 POLOS	N
	Vendor Total:			315.00								
M0261 MERCER COUNTY COMMUNITY COLLEG												
	15-01879	10/26/15	INV #S FA3273 & FA3288									
	1		FA3273 AERIAL OPERATOR-PAGLION	30.00	5-01-25-252-002-042	B Education & Training	R	10/26/15	12/02/15		FA3273	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
M0261 MERCER COUNTY COMMUNITY COLLEG Continued											
	15-01879	10/26/15	INV #S FA3273 & FA3288	Continued							
	2		FA3288 PAGLIONE-1ST 5 MINUTES	30.00	5-01-25-252-002-042	R	10/26/15	12/02/15		FA3288	N
				60.00							
	15-02009	11/18/15	INV#FA3310 FIT TESTS 10/7/15								
	1		EVERS,CURRY,LAWSON,JENKIN,DEVL	100.00	5-01-25-252-002-093	R	11/18/15	12/02/15		INV# FA3310	N
			Vendor Total:	160.00							
M0536 MGL PRINTING SOLUTIONS											
	15-01991	11/13/15	PAYROLL CHECKS - INV#								
	1		PAYROLL CHECKS INV#	348.00	5-01-20-125-001-036	R	11/13/15	12/02/15			N
	2		SHIPPING & HANDLING	24.00	5-01-20-125-001-036	R	11/13/15	12/02/15			N
				372.00							
	15-01992	11/13/15	2016 TAXI LICENSE DECALS								
	1		2016 TAXI LICENSE DECALS	605.90	5-01-20-125-001-023	R	11/13/15	12/02/15		2016 TAXI	N
	2		SHIPPING	22.00	5-01-20-125-001-023	R	11/13/15	12/02/15			N
				627.90							
	15-02008	11/18/15	COURT & BAIL CHKS #132636								
	1		3 PG CKS BAIL ACCT 2701-3000	52.50	5-01-20-176-000-023	R	11/18/15	12/02/15		#132636	N
	2		3 PG CKS MUN.COURT 901-1200	52.50	5-01-20-176-000-023	R	11/18/15	12/02/15		#132636	N
	3		Freight	22.00	5-01-20-176-000-023	R	11/20/15	12/02/15			N
				127.00							
			Vendor Total:	1,126.90							
M0127 MONMOUTH COUNTY											
	15-01967	11/09/15	OCTOBER 2015 ROOSEVELT TIPPING								
	1		OCTOBER 2015 ROOSEVELT TIPPING	3,442.64	5-01-43-513-001-171	R	11/09/15	12/02/15			N
			Vendor Total:	3,442.64							

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MONRO005 MONROE TWP FIRE DISTRICT #2												
	15-01737	10/13/15	INV 09292015-10 FOAM									
	1		INV 09292015-10 FOAM	1,030.00	5-01-25-252-002-127	B Foam	R	10/13/15	12/02/15		09292015-10	N
	Vendor Total:			1,030.00								
N0841 N.F.P.A												
	15-01715	10/13/15	INV 6540806Y BANNER, ETC									
	1		INV 6540806Y BANNER, ETC	144.95	5-01-25-256-002-048	B FIRE PREVENTION	R	10/13/15	12/02/15		6540806Y	N
	Vendor Total:			144.95								
NJCRI005 NJ CRIMINAL INTERDICTION, LLC												
	15-01937	11/04/15	TRAINING - OFC. MECCA									
	1		TRAINING - OFC. MECCA	150.00	5-01-25-240-001-042	B Education & Training	R	11/04/15	12/02/15			N
	Vendor Total:			150.00								
N0425 NJ DEPT. OF HEALTH & SR SERV.												
	15-01934	11/04/15	OCTOBER 2015 DOG PILOT PROGRAM									
	1		OCTOBER 2015 DOG PILOT PROGRAM	9.60	T-13-05-265-000-001	B DUE STATE OF NEW JERSEY	R	11/04/15	12/02/15		OCTOBER 2015	N
	Vendor Total:			9.60								
00019 O'BRIEN CONSULTING SERVICES												
	15-01890	10/27/15	MONTHLY IT SVC FEE - SEPT 2015									
	1		MONTHLY IT SVC FEE - SEPT 2015	900.00	5-01-25-240-001-029	B Maint. Contracts - Other	R	10/27/15	12/02/15			N
	Vendor Total:			900.00								
00050 ONE CALL CONCEPT INC												
	15-01972	11/09/15	OCT 2015 ONE CALL MESSAGES									
	1		INV. 5105084 - OCT 2015 ONE	43.40	5-09-55-501-001-535	B Hydrants and Line Repair	R	11/09/15	12/02/15		5105084	N
	Vendor Total:			43.40								

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PENNS005 PENNSYLVANIA STATE UNIVERSITY												
	15-01756	10/14/15	TRAINING - STEPHENSEN									
	1		TRAINING - STEPHENSEN	450.00	5-01-25-240-001-042	B Education & Training	R	10/14/15	12/02/15			N
			Vendor Total:	450.00								
P0556 PROGRESSIVE MICROTECHNOLOGY												
	15-01975	11/09/15	ANNUAL TECH SERVICE SUPPORT									
	1		ANNUAL TECHSERVICE SUPPORT	495.00	5-01-25-240-001-029	B Maint. Contracts - Other	R	11/09/15	12/02/15			N
			Vendor Total:	495.00								
P0044 PSE&G												
	15-02023	11/19/15	#66 878 908 08 156 BANK ST									
	1		#66 878 908 08 156 BANK ST	20.29	5-01-31-446-001-070	B Gas Heat - Borough Hall	R	11/19/15	12/02/15		#6687890808	N
	15-02024	11/19/15	#66 759 467 06 140 N.MAIN/FIRE									
	1		#66 759 467 06 140 N.MAIN/FIRE	16.25	5-01-31-446-001-143	B Gas/Heat - Fire House	R	11/19/15	12/02/15		#6675946706	N
	15-02025	11/19/15	#65 039 876 09 1ST AV.TOW. WTP									
	1		#65 039 876 09 1ST AV.TOW. WTP	16.83	5-09-55-501-001-505	B Gas Service	R	11/19/15	12/02/15		#6503987609	N
			Vendor Total:	53.37								
REPUB005 REPUBLIC SERVICES												
	15-01264	07/27/15	RES 2015-162 DUMPSTER SERVICES									
	4		INV 0689-001935762	2,845.79	5-01-26-305-001-029	B Contract-Republic Services, NJ-Dumpsters	R	07/27/15	12/02/15		0689001935762	N
			Vendor Total:	2,845.79								
R0077 ROBERTS ENGINEERING GRP LLC												
	15-00213	02/09/15	2015 BLANKET-GENERAL ENGINEERG									
	39		COUNCIL MTGS INV#14444 11/10	240.00	5-01-20-165-001-104	B Attendance at Meetings (B)	R	07/14/15	12/02/15		INV# 14444	N
	15-02002	11/16/15	ENCHANTMENT INV#14446 11/10/15									
	1		ENCHANTMENT INV#14446 11/10/15	5,548.75	T-12-56-286-000-888	B ENCHANTMENT RESERVE	R	11/16/15	12/02/15		INV# 14446	N

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R0077 ROBERTS ENGINEERING GRP LLC Continued												
	15-02003	11/16/15	INV.#14450 DTD 11/10/15									
	1		INV.#14450 SETTLING TANK REP.	238.75	5-09-55-501-001-508	B Engineer	R	11/16/15	12/02/15		INV# 14450	N
	15-02004	11/16/15	INV#14448 ULTRAVIOLET DISINFEC									
	1		INV#14448 ULTRAVIOLET DISINFEC	2,295.50	5-09-55-501-002-508	B Engineer	R	11/16/15	12/02/15		INV.#14448	N
	15-02005	11/16/15	INV.#14449 WELL NO.2 REHAB									
	1		INV.#14449 WELL NO.2 REHAB	238.75	5-09-55-501-001-508	B Engineer	R	11/16/15	12/02/15		INV# 14449	N
	15-02006	11/16/15	#14453 14451 14447 14452 14404									
	1		#14453 ETRA RD CURB & SIDEWALK	3,491.25	C-04-55-864-004-447	B MILLING PAVING SOFT COSTS 2012-13	R	11/16/15	12/02/15		#14453	N
	2		INV.#14451 STOCKTON & JOSEPH	2,350.00	C-04-55-876-001-447	B IMP STOCKTON ST & JOSEPH ST 15-15 SEC 20	R	11/16/15	12/02/15		INV# 14451	N
	3		INV#14447 NJDOT GRANTS	581.25	5-01-20-136-001-028	B Grant Writing/Administration	R	11/16/15	12/02/15		INV#14447	N
	4		INV#14452 REHAB E.WARD ST	1,960.00	5-01-20-165-001-103	B Misc-Req For Info & Data(B)	R	11/16/15	12/02/15		INV#14452	N
	5		INV#14404 REHAB E.WARD ST	2,717.50	5-01-20-165-001-103	B Misc-Req For Info & Data(B)	R	11/16/15	12/02/15		INV# 14404	N
				11,100.00								
	15-02012	11/18/15	MISC.REQ.HANDICAP SIGNAGE&PRKG									
	1		MISC.REQ.HANDICAP SIGNAGE&PRKG	142.50	5-01-20-165-001-103	B Misc-Req For Info & Data(B)	R	11/18/15	12/02/15		INV# 14445	N
	15-02069	12/01/15	Peddie School-Dorm A Inv#14473									
	1		Sanitary connection changes	404.00	PEDDE02-14	P NEW DORMS	R	12/01/15	12/02/15		INV # 14473	N
	15-02070	12/01/15	Misc Requests & Meetings									
	1		Misc Requests #14463	300.00	5-01-20-165-001-104	B Attendance at Meetings (B)	R	12/01/15	12/02/15		INV#14463	N
	2		Planning Bd Mtg #14472	360.00	5-01-21-180-001-106	B Planning Board Engineer-General	R	12/01/15	12/02/15		INV#14472	N
				660.00								
	15-02071	12/01/15	WATER&SEWER ITEMS									
	1		GEN.WTR ATT.MTGS INV#14465	240.00	5-09-55-501-001-508	B Engineer	R	12/01/15	12/02/15		INV#14465	N
	2		WELL#2 REHAB INV# 14467	103.75	5-09-55-501-001-508	B Engineer	R	12/01/15	12/02/15		INV# 14467	N
	3		ULTRAVIOLET DISINFECT #14466	1,972.75	5-09-55-501-002-508	B Engineer	R	12/01/15	12/02/15		INV# 14466	N
	4		SETTLING TANK REP. INV# 14468	71.25	5-09-55-501-002-508	B Engineer	R	12/01/15	12/02/15		INV# 14468	N
				2,387.75								
	15-02072	12/01/15	CURB&SIDEWALKS									
	1		STOCKTON&JOSEPH SIDE. #14469	997.50	C-04-55-876-001-447	B IMP STOCKTON ST & JOSEPH ST 15-15 SEC 20	R	12/01/15	12/02/15		INV# 14469	N

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SPECI005 SPECIALTY GRAPHICS LLC											
	15-01813	10/22/15	2015 UNIFORMS DPW/WATER								
	1		2015 CLOTHING/UNIFORMS/TSHIRTS	294.50	5-09-55-501-001-507	R	10/22/15	12/02/15			N
	2		2015 CLOTHING/UNIFORMS/TSHIRTS	889.75	5-01-26-290-001-032	R	10/22/15	12/02/15			N
	3		RESTOCKING FEE & SHIPPING	40.00	5-09-55-501-001-507	R	12/02/15	12/02/15			N
				<u>1,224.25</u>							
			Vendor Total:	1,224.25							
S0240 STATE OF N.J.-DEPT OF TREASURY											
	15-02034	11/23/15	DECEMBER HEALTH BENEFITS								
	1		Medical Ins-Emp] Grp Health	50,878.74	5-01-23-210-003-115	R	11/23/15	12/02/15		GROUP HEALTH	N
	2		Medical Ins. - Water	2,889.57	5-09-55-501-001-514	R	11/23/15	12/02/15		HEALTH INS-WTR	N
	3		Health Insurance - Sewer	12,318.70	5-09-55-501-002-514	R	11/23/15	12/02/15		HEALTH INS-SEW	N
				<u>66,087.01</u>							
			Vendor Total:	66,087.01							
T0001 THE J.P. COOKE CO.											
	15-01891	10/27/15	DOG TAGS 2016								
	1		DOG TAGS 2016	65.00	T-13-56-286-000-824	R	10/27/15	12/02/15		2016 DOG TAGS	N
	2		SHIPPING	14.50	T-13-56-286-000-824	R	10/27/15	12/02/15			N
				<u>79.50</u>							
			Vendor Total:	79.50							
T0030 THE TIMES											
	15-02052	11/24/15	LEGAL ADS 10/30 - 11/9/15								
	1		COUNCIL 11/2 MEETING CHANGE	7.54	5-01-20-120-001-021	R	11/24/15	12/02/15		33872-10302015	N
	2		ORD 2015-26 ADOPT	17.11	5-01-20-120-001-021	R	11/24/15	12/02/15		37980-11062015	N
	3		ORD 2015-25 ADOPT	15.66	5-01-20-120-001-021	R	11/24/15	12/02/15		37978-11062015	N
	4		CULTURAL ARTS MEETING CHANGE	8.12	5-01-20-120-001-021	R	11/24/15	12/02/15		39713-11092015	N
				<u>48.43</u>							
			Vendor Total:	48.43							

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
T1101 THOMAS ENGLISH & ASSOCIATES													
	15-01246	07/23/15	EFFLUENT FLOW MTR HEAD REPLACE										
	1		EFFLUENT FLOW MTR HEAD REPLACE	1,075.00		5-09-55-501-002-503	B Sewer Plant Maintenance	R	07/23/15	12/02/15			N
	2		Shipping/Handling/Insurance	27.43		5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/01/15	12/02/15		#082008-2023-FF	N
	3		TOLLS	15.10		5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/01/15	12/02/15		#082008-2023-FF	N
				<u>1,117.53</u>									
	15-01591	09/22/15	CENSOR , HRR PROBE & CABLE										
	1		W2T306 CWNSOR	838.64		5-09-55-501-002-503	B Sewer Plant Maintenance	R	09/22/15	12/02/15			N
	2		SHIPPING/HANDLING/INSURANCE	48.95		5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/01/15	12/02/15		#082008-2023-GG	N
				<u>887.59</u>									
			Vendor Total:	2,005.12									
T0972 TIMBERWOLF TREE SERVICE													
	15-01888	10/27/15	INV 000245										
	1		INV 000245	1,800.00		5-01-26-290-001-129	B Maint.& Replace-Street Trees	R	10/27/15	12/02/15		000245	N
	15-01926	11/04/15	REMOVAL OF HORNETS NEST										
	1		REMOVAL OF HONETS NEST FROM	125.00		5-01-26-290-001-129	B Maint.& Replace-Street Trees	R	11/04/15	12/02/15		000266	N
			Vendor Total:	1,925.00									
T0060 TOWNSHIP OF ROBBINSVILLE													
	15-01998	11/16/15	4TH QUARTER SHARED SERV. COURT										
	1		4TH QUARTER SHARED SERV. COURT	2,550.00		5-01-26-310-001-025	B Building Rental	R	11/16/15	12/02/15		4TH QTR COURT	N
			Vendor Total:	2,550.00									
T0061 TOWNSHIP OF ROBBINSVILLE DPW													
	15-01994	11/13/15	HPD VEHICLE MAINTENANCE										
	1		CAR 12 - CK BATTERY	48.00		5-01-43-515-001-170	B Mechanic Services	R	11/13/15	12/02/15			N
	2		CAR 12 - REPLACE BATTERY	122.05		5-01-43-515-001-170	B Mechanic Services	R	11/13/15	12/02/15			N
	3		CAR 12 - LOF - CK TIRE LIGHT	60.00		5-01-43-515-001-170	B Mechanic Services	R	11/13/15	12/02/15			N
	5		OIL FILTER	4.05		5-01-43-515-001-170	B Mechanic Services	R	11/13/15	12/02/15			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
T0061 TOWNSHIP OF ROBBINSVILLE DPW Continued											
	15-01994	11/13/15	HPD VEHICLE MAINTENANCE		Continued						
	6	CAR 12	MOBILE OIL 5W20	14.52	5-01-43-515-001-170	B Mechanic Services	R	11/16/15	12/02/15	INV#1677	N
				248.62							
			Vendor Total:	248.62							
T0211 TRAP ROCK INDUSTRIES LLC.											
	15-01892	10/27/15	ROCKITE								
	1	INV. 8044869	- ROCKITE	485.00	5-01-26-290-001-127	B Street Repair & Maintenance	R	10/27/15	12/02/15	8044869	N
			Vendor Total:	485.00							
T0141 TREAT'S GARAGE											
	15-01929	11/04/15	CAR 10 TOW FEE								
	1	CAR 10	TOW FEE	200.00	5-01-26-315-001-131	B Vehicle Maint. - Police	R	11/04/15	12/02/15		N
			Vendor Total:	200.00							
U0007 UNIVAR USA											
	15-00359	02/24/15	RES 2015-61 CHLORINE		B						
	11	INV# HB806008	CHLORINE	486.00	5-09-55-501-001-526	B Chlorine	R	02/24/15	12/02/15	#HB806008	N
	15-00360	02/24/15	RES 2015-61 CHLORINE		B						
	9	INV# HB806009	CHLORINE	243.00	5-09-55-501-002-526	B Chlorine-Liquid	R	08/17/15	12/02/15	#HB806009	N
	15-00364	02/24/15	RES 2015-34 CALCIUM HYDROXIDE		B						
	10	INV 804911	DATED 10/29/15	620.00	5-09-55-501-002-553	B Calcium Hydroxide (Lime)	R	10/21/15	12/02/15	#804911	N
	11	INV#805804	CAL HYDROXIDE	620.00	5-09-55-501-002-553	B Calcium Hydroxide (Lime)	R	11/09/15	12/02/15	#HB805804	N
				1,240.00							
	15-00750	05/07/15	FLUORIDE RESOLUTION 2015-125		B						
	4	Inv HB805107	Dated 11/2/15	389.40	5-09-55-501-001-528	B Fluorosilic Acid-UNIVAR	R	05/07/15	12/02/15	HB805107	N
	5	INV#804916	DATED 10/29/15	194.70	5-09-55-501-001-528	B Fluorosilic Acid-UNIVAR	R	05/07/15	12/02/15	#804916	N
				584.10							
	15-00751	05/07/15	RES 2015-125 SODIUM BICARB		B						
	5	INV HB805610	DATED 11/09/15	4,015.00	5-09-55-501-002-552	B Sodium Bicarbonate-UNIVAR	R	05/07/15	12/02/15	HB805610	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
U0007 UNIVAR USA Continued												
	15-01922	11/04/15	BIO SANITIZER									
	1		100 LB DRUMS- BIO SANITIZER	1,095.00	5-09-55-501-002-558	B Superintendent Services	R	11/04/15	12/02/15			N
			Vendor Total:	7,663.10								
U0144 UPS												
	15-01949	11/05/15	Invoice #0000161Y33445									
	1		Invoice #0000161Y33445	10.94	5-01-25-240-001-093	B Medical Exams/Hepatitis B Shot	R	11/05/15	12/02/15		#0000161Y33445	N
	15-01963	11/06/15	161Y33415 DATED 10/10/15									
	1		161Y33415 DATED 10/10/15	19.08	5-01-30-421-001-022	B Postage & Express Charges	R	11/06/15	12/02/15		161Y33415	N
			Vendor Total:	30.02								
U0013 USA BLUE BOOK												
	15-01748	10/14/15	MAH HOSES									
	1		#21233 HOSE SP-10	119.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	10/14/15	12/02/15			N
	2		#21234 HOSE SP-15	166.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	10/14/15	12/02/15			N
	3		FREIGHT	16.10	5-09-55-501-002-503	B Sewer Plant Maintenance	R	11/03/15	12/02/15		777928	N
	4		FREIGHT	16.51	5-09-55-501-002-503	B Sewer Plant Maintenance	R	11/10/15	12/02/15		782364	N
				<u>317.61</u>								
	15-01919	11/04/15	WORK COAT/ BRUSH									
	1		#24958 ALGAE BRUSH	61.90	5-09-55-501-002-503	B Sewer Plant Maintenance	R	11/04/15	12/02/15			N
	2		LARGE #11767 CAR HART	197.90	5-09-55-501-002-503	B Sewer Plant Maintenance	R	11/04/15	12/02/15			N
				<u>259.80</u>								
			Vendor Total:	577.41								
V0274 V.W.R. SCIENTIFIC, INC.												
	15-00218	02/10/15	KWIK-STIK QUOTE 8002717088									
	1		KWIK-STIK QUOTE 8002717088	23.73	5-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/10/15	12/02/15			N
	2		KWIK-STIK QUOTE 8002717088	23.73	5-09-55-501-002-506	B Lab. Equipment & Supplies	R	02/10/15	12/02/15			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
V0070 VOSS SIGNS LLC												
	15-01936	11/04/15	EMERGENCY ROAD SIGNS									
	1		EMERGENCY ROAD SIGNS	242.76	5-01-25-240-001-116	B Traffic Bureau	R	11/04/15	12/02/15			N
	2		EMERGENCY ROAD SIGNS	162.60	5-01-25-240-001-116	B Traffic Bureau	R	11/04/15	12/02/15			N
	3		EMERGENCY ROAD SIGNS	114.20	5-01-25-240-001-116	B Traffic Bureau	R	11/04/15	12/02/15			N
	4		SHIPPING & HANDLING	42.18	5-01-25-240-001-116	B Traffic Bureau	R	11/04/15	12/02/15			N
				<u>561.74</u>								
			Vendor Total:	561.74								
W0002 W.B. MASON CO., INC.												
	15-01897	10/27/15	OFFICE SUPPLIES									
	1		OFFICE SUPPLIES - PD	37.59	5-01-25-240-001-036	B Office Supplies & Equipment	R	10/27/15	12/02/15			N
	2		OFFICE SUPPLIES-CONSTRUCTION	16.97	5-01-33-195-001-036	B Office Supplies	R	10/27/15	12/02/15			N
	3		OFFICE SUPPLIES-COURT	483.82	5-01-20-176-000-036	B Office Supplies	R	10/27/15	12/02/15			N
	4		OFFICE SUPPLIES-CENTRAL	439.15	5-01-20-125-001-036	B Office Supplies	R	10/27/15	12/02/15			N
				<u>977.53</u>								
			Vendor Total:	977.53								
W0070 WASTE MANAGEMENT LANDFILL												
	15-00367	02/24/15	RES 2015-43 GRIT SCREENING		B							
	2		INV 917938 DATED 10/02/15	1,146.80	5-09-55-501-002-540	B Grit/Screening Disposal-Waste Mgmt	R	02/24/15	12/02/15		917938	N
	3		INV 932757 DATED 10/22/15	1,090.40	5-09-55-501-002-540	B Grit/Screening Disposal-Waste Mgmt	R	02/24/15	12/02/15		932757	N
				<u>2,237.20</u>								
			Vendor Total:	2,237.20								
W0073 WASTE MANAGEMENT OF NJ, INC.												
	15-00099	01/23/15	2015 RECYCLING CONTRACT		B							
	12		#2645702-0502-3 DTD 11/1/15	2,616.00	5-01-26-311-001-029	B Recycling Contract co-mingle-paper/cdbd	R	07/07/15	12/02/15		#264570205023	N
			Vendor Total:	2,616.00								
W0071 WASTE MGMT OF NEW JERSEY, INC.												
	15-00366	02/24/15	RES 2015-42 SLUDGE		B							
	58		INV 916696 DATED OCTOBER 1	1,347.57	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	10/13/15	12/02/15		916686	N
	59		INV 916689 DATED 10/01/15	1,431.27	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management	R	10/13/15	12/02/15		916689	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
W0071 WASTE MGMT OF NEW JERSEY, INC. Continued											
	15-00366	02/24/15	RES 2015-42 SLUDGE		Continued						
	60	INV 917943	DATED 10/02/15	1,385.70	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		10/13/15	12/02/15	917943	N
	61	INV 921776	DATED 10/09/15	1,399.65	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		10/13/15	12/02/15	921776	N
	62	INV 921777	DATED 10/09/15	1,395.00	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		10/13/15	12/02/15	921777	N
	63	INV 927762	DATED 10/19/15	1,318.74	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		10/13/15	12/02/15	927762	N
	64	927763	DATED 10/19/15	1,415.46	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		10/13/15	12/02/15	927763	N
	65	932756	DATED 10/22/15	1,673.07	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		10/13/15	12/02/15	932756	N
	66	936266	DATED 10/27/15	1,408.95	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		10/13/15	12/02/15	936266	N
	67	936268	DATED 10/27/15	<u>1,513.11</u>	5-09-55-501-002-538	B Sludge Removal/Disposal-Waste Management R		02/24/15	12/02/15	936268	N
				14,288.52							
			Vendor Total:	14,288.52							
WIREL005 WIRELESS ELECTRONICS, INC.											
	15-01916	11/04/15	QUARTERLY MAINT. AGREEMENT								
	1	QUARTERLY MAINT. AGREEMENT		2,235.00	5-01-25-250-001-029	B Maintenance Contracts-Other	R	11/04/15	12/02/15		N
	15-01930	11/04/15	WHIP ANTENNAS/LAPEL MICS								
	1	WHIP ANTENNAS/LAPEL MICS		49.05	5-01-25-250-001-029	B Maintenance Contracts-Other	R	11/04/15	12/02/15		N
	2	WHIP ANTENNAS/LAPEL MICS		104.90	5-01-25-250-001-029	B Maintenance Contracts-Other	R	11/04/15	12/02/15		N
	3	SHIPPING & HANDLING		<u>10.00</u>	5-01-25-250-001-029	B Maintenance Contracts-Other	R	11/04/15	12/02/15		N
				163.95							
			Vendor Total:	2,398.95							
Y0025 YOSTEMBSKI, ROBERT											
	15-01915	11/04/15	PROSECUTOR FEE - OCTOBER								
	1	PROSECUTOR FEE - OCTOBER		1,200.00	5-01-25-275-001-111	B Municipal Prosecutor	R	11/04/15	12/02/15		N
			Vendor Total:	1,200.00							
<hr/>											
Total Purchase Orders:	126	Total P.O. Line Items:	245	Total List Amount:	274,264.18	Total Void Amount:	0.00				

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	4,788.84	0.00	4,788.84	0.00	0.00	0.00	4,788.84
CURRENT FUND	5-01	180,320.47	0.00	180,320.47	0.00	0.00	0.00	180,320.47
	5-09	68,264.27	0.00	68,264.27	0.00	0.00	0.00	68,264.27
	5-21	0.00	0.00	0.00	0.00	0.00	404.00	404.00
	Year Total:	248,584.74	0.00	248,584.74	0.00	0.00	404.00	248,988.74
GENERAL CAPITAL	C-04	7,091.25	0.00	7,091.25	0.00	0.00	0.00	7,091.25
TRUST OTHER - FUND #12	T-12	12,118.75	0.00	12,118.75	0.00	0.00	0.00	12,118.75
ANIMAL CONTROL TRUST FUND #13	T-13	89.10	0.00	89.10	0.00	0.00	0.00	89.10
HOUSING TRUST FUND-RECAPTURED FUNDS	T-26	1,187.50	0.00	1,187.50	0.00	0.00	0.00	1,187.50
	Year Total:	13,395.35	0.00	13,395.35	0.00	0.00	0.00	13,395.35
Total of All Funds:		273,860.18	0.00	273,860.18	0.00	0.00	404.00	274,264.18

Project Description	Project No.	Rcvd Total	Held Total	Project Total
NEW DORMS	PEDDE02-14	404.00	0.00	404.00
	Total of All Projects:	<u>404.00</u>	<u>0.00</u>	<u>404.00</u>

Resolution 2015-293

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

AUTHORIZING EXECUTION OF DONOR AGREEMENT WITH BETTER BEGINNINGS CHILD DEVELOPMENT CENTER

WHEREAS, it is the desire of the Mayor and Council to contribute the sum of \$8,500.00 to Better Beginnings Child Development Center for the year 2015 equivalent to the amount contributed during 2014; and

WHEREAS, the New Jersey Department of Human Services has been designated to administer or supervise the administration of social services programs as defined in the New Jersey State plans for social services, and requires the execution of a Donor Agreement between Better Beginnings and the Borough of Hightstown; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Donor Agreement is hereby accepted and the Mayor is authorized to execute same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk

**BETTER BEGINNINGS DAY CARE CENTER
OF EAST WINDSOR/HIGHTSTOWN, INC.
(A Not-For-Profit Organization)**

**FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION**

**YEAR ENDED JUNE 30, 2014
WITH COMPARATIVE TOTALS FOR 2013**

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.

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(With Comparative Totals for 2013)

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Statement of Functional Expenses.....	6
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WILLS, OWENS & BAKER, P.C.*Certified Public Accountants and Consultants*

15 ROSZEL ROAD, SUITE 104, PRINCETON, N.J. 08540
(609) 951-9100 FAX (609) 951-0795

STEPHEN T. WILLS, CPA, MST (NJ & PA)
KEVIN M. OWENS, CPA (NJ & PA)
MICHAEL J. BAKER, CPA (PA)

Independent Auditor's Report

To the Board of Trustees of
Better Beginnings Day Care Center
of East Windsor/Hightstown, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of Better Beginnings Day Care Center of East Windsor/Hightstown, Inc., (a nonprofit organization), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

To the Board of Trustees of
Better Beginnings Day Care Center
of East Windsor/Hightstown, Inc.
Page 2 of 2

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Better Beginnings Day Care Center of East Windsor/Hightstown, Inc. as of June 30, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the Better Beginnings Day Care Center of East Windsor/Hightstown, Inc.'s June 30, 2013 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated December 06, 2013. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2013, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Hill, Owens & Baker, P.C.

November 19, 2014

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.

Statement of Financial Position

June 30, 2014

ASSETS	
Current assets	
Cash and cash equivalents	\$ 544,829
Due from grantors	16,048
Other receivables	17,612
Total Current Assets	578,489
Equipment, net of accumulated depreciation	4,631
	\$ 583,120
LIABILITIES AND NET ASSETS	
Current liabilities	
Accounts payable and accrued expenses	\$ 28,227
Total Current Liabilities	28,227
Commitments	
Net assets	
Unrestricted	554,893
Total Net Assets	554,893
	\$ 583,120

See accompanying notes to financial statements.

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.

Statement of Activities

Year Ended June 30, 2014 With Comparative Totals for 2013

	2014		Totals	
	Temporarily Restricted	Unrestricted	2014	2013
Support and Revenue				
Public Support				
Contributions	\$ -	\$ 33,083	\$ 33,083	\$ 33,400
Grants from Government agencies				
State of New Jersey				
Department of Agriculture	70,594		70,594	71,114
Child Care Food Program	40,231		40,231	20,115
County of Mercer	22,750		22,750	22,750
Township of East Windsor	2,282		2,282	1,910
Township of East Windsor - Drug Alliance	8,500		8,500	8,500
Borough of Hightstown				48,748
United Way - TRIO				
Total Public Support	144,357	33,083	177,440	206,537
Service Fees - Parents	169,069		169,069	156,821
Child Care Connection	383,176		383,176	408,166
Total Service Fees	552,245		552,245	564,987
Other Revenue				
Fund-raising		65,116	65,116	54,173
Interest income		390	390	461
Miscellaneous income		34,399	34,399	40,868
Gain/(loss) on investments				501
Total Other Revenue		99,905	99,905	96,003
Subtotal	696,602	132,988	829,590	867,527
Net assets released from restrictions				
satisfaction of usage restrictions	(696,602)	696,602		
Total Support and Revenue	-	829,590	829,590	867,527
Expenses				
Program services		674,127	674,127	731,762
Management and general		74,876	74,876	79,060
Fund-raising		14,045	14,045	14,977
Total Expenses		763,048	763,048	825,799
Increase (decrease) in net assets		66,542	66,542	41,728
Net assets, beginning of year		488,351	488,351	446,623
Net assets, end of year	\$ -	\$ 554,893	\$ 554,893	\$ 488,351

See accompanying notes to financial statements.

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.

Statement of Cash Flows

Year Ended June 30, 2014

Cash flows from operating activities	
Increase in net assets	\$ 66,542
Adjustments to reconcile increase in net assets to net cash provided by operating activities	
Depreciation	866
Changes in operating assets and liabilities:	
Due from grantors	6,468
Other receivables	13,268
Accounts payable and accrued expenses	1,254
Net cash provided by operating activities	88,398
Net increase in cash and cash equivalents	88,398
Cash and cash equivalents, beginning of year	456,431
Cash and cash equivalents, end of year	\$544,829

See accompanying notes to financial statements.

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.Notes to Financial Statements

1. Organization/Description of Program Services

Better Beginnings Day Care Center of East Windsor/Hightstown, Inc. (the "Organization"), was incorporated under the laws of the State of New Jersey. It is a non-profit organization providing child care and after kindergarten services for children in East Windsor and Hightstown, New Jersey.

2. Summary of Significant Accounting Policies***Basis of Presentation***

The Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Cash Equivalents

The Organization considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Contributions

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

Recognition of Revenue and Expenses

Restricted revenue is recognized to the extent of amounts expensed. Any excess or deficiency of cash receipts over expenditures incurred is recorded as deferred revenue or grants receivable, respectively. Upon termination, unexpended funds received under the terms of the grant provisions revert to the grantor.

Grants are subject to audits by the grantor. In management's opinion, no provision for audit adjustments is required in the accounts.

Estimates

In preparing financial statements in conformity with generally accepted accounting principles, management is required to make estimates and assumptions that effect reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and revenues and expenses during the reporting period. Actual results could differ from those estimates.

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.

Notes to Financial Statements

2. Summary of Significant Accounting Policies (Continued)***Income Taxes (Continued)***

reflect) any uncertain tax positions. There are no penalties and interest reflected in the financial statements for the year ended June 30, 2014. At June 30, 2014, the Organization's tax returns for the years 2014, 2013, 2012 and 2011 are within the statute of limitations for IRS audit.

3. Equipment

Equipment consists of the following:

Furniture and fixtures	\$ 175,559
Less Accumulated Depreciation	<u>(170,928)</u>
	<u>\$ 4,631</u>

Depreciation expense amounted to \$866 in 2014.

4. Pension Plan

The Organization adopted a 403(B) plan, effective January 1, 2011, that covers all employees who have attained the age of 21 with one or more years of service. The Organization must contribute an amount equal to 4% of the participant's compensation on a monthly basis to the defined contribution plan. The participant's account shall be 100% vested upon the participant's completion of 3 years of vesting service. The pension expense for the defined contribution plan reflected in the financial statements for the year ended June 30, 2014 amounted to \$14,795. Participants in the pre-existing defined contribution plan were eligible to roll the balance into the new plan or take a lump sum distribution.

5. Commitments

The Organization leases premises in Hightstown, New Jersey under an annual lease expiring June 30, 2015. The lease requires monthly lease payments of approximately \$3,712 through June 30, 2015. Rent expense amounted to \$44,544 in 2014.

The Organization also leases office equipment on a month to month basis totaling approximately \$169 per month. Office equipment lease expense amounted to \$2,028 in 2014.

The Organization also leases kitchen equipment under a five year operating lease commencing on January 1, 2014 totaling approximately \$179 per month. Kitchen equipment lease expense amounted to \$1,076 in 2014.

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.

Notes to Financial Statements

5. Commitments (Continued)

Minimum future lease payments under non-cancelable operating leases having remaining terms in excess of one year as of June 30, 2014 are as follows:

<u>June 30,</u>	
2015	\$ 46,696
2016	2,152
2017	2,152
2018	2,152
2019	<u>1,076</u>
	<u>\$ 54,228</u>

6. Taxes

The Organization filed and remitted all payroll tax returns and taxes timely. The Organization also filed its Return of Organization Exempt from Income Tax and Annual Report - Charitable Organization timely.

7. Significant Support

The Organization receives a significant portion of its support from the Child Care Connection which is a voucher based program that pays Better Beginnings based on approved children's attendance. A significant reduction in this level of support, if this were to occur, could have a significant negative effect on the Organization's programs and activities.

8. Expense Allocation

The costs of providing various programs and other activities have been summarized on a functional basis in the Statement of Activities and in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

9. Comparative Financial Information

The financial statements include certain prior year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2013, from which the summarized information was derived.

BETTER BEGINNINGS DAY CARE CENTER OF EAST WINDSOR/HIGHTSTOWN, INC.Notes to Financial Statements

10. Contingencies

The Organization is periodically subject to claims and lawsuits which arise in the ordinary course of operation. It is the opinion of management that the disposition or ultimate resolution of such claims and lawsuits will not have a material adverse effect on the financial position of the Organization.

11. *Subsequent Events*

Management has evaluated subsequent events through November 19, 2014, the date the financial statements were available to be issued.

Resolution 2015-294

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

**AUTHORIZING EXECUTION OF A DONOR AGREEMENT WITH RISE
(FORMERLY KNOWN AS THE COMMUNITY ACTION SERVICE CENTER)**

WHEREAS, it is the desire of the Mayor and Council to contribute the sum of \$4,000.00 to Rise, a Community Services Partnership, for the year 2015 equivalent to the amount contributed during 2014; and

WHEREAS, the New Jersey Department of Human Services has been designated to administer or supervise the administration of social services programs as defined in the New Jersey State plans for social services, and requires the execution of a Donor Agreement between RISE and the Borough of Hightstown; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Donor Agreement is hereby accepted and the Mayor is authorized to execute same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk

**COMMUNITY ACTION SERVICE CENTER, INC.
DBA RISE**

FINANCIAL STATEMENTS

FOR THE YEARS ENDED DECEMBER 31, 2014 AND 2013

With

Report of Certified Public Accountant

COMMUNITY ACTION SERVICE CENTER, INC.
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RAVI VENKATARAMAN, CPA LLC
CERTIFIED PUBLIC ACCOUNTANT
14 COURTSIDE LANE
PRINCETON, NJ 08540

TEL: (609) 452-7770

FAX: (732) 823-1405

INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Community Action Service Center, Inc.
Hightstown, New Jersey

We have audited the accompanying statements of financial position of Community Action Service Center Inc.-dba RISE (a non profit organization) as of December 31,2014 and 2013 and the related statements of activities, and statement of cash flows for the years then ended.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the combined financial statements are free of material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error.

In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Community Action Service Center, Inc. as of December 31, 2014 and 2013 and the changes in its net assets and its cash flows for the years then ended, on the basis of accounting generally accepted in the United States of America.

R. Venkataraman
Ravi Venkataraman
Princeton, New Jersey
April 30, 2015

COMMUNITY ACTION SERVICE CENTER, INC.
Statements of Financial Position
December 31

	2014	2013
<u>Assets</u>		
Current assets:		
Cash	\$458,522	\$437,883
Grants and accounts receivable	160,990	73,516
Prepaid Expense	8,377	5,169
Accrued interest Income	112	-
Total current assets	628,001	516,568
Property and equipment, net	3,700	3,634
Other assets	1,850	1,850
Total	633,551	522,052
 <u>Liabilities and Net Assets</u>		
Current liabilities:		
Accounts payable and accrued expenses	3,259	1,696
Deferred Income	44,795	-
Total current liabilities	48,054	1,696
 Net assets:		
Unrestricted	585,497	520,356
Temporarily restricted		
Total net assets	585,497	520,356
Total	\$633,551	\$522,052

See Auditor's Report and accompanying notes to financial statements

COMMUNITY ACTION SERVICE CENTER, INC
Statements of Activities and Changes in Net Assets
For the years ended December 31

	2014			2013		
	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Support and revenues						
Contributions and special event income	\$210,347		\$210,347	\$211,630		\$211,630
Governmental and foundation grants		201,453	201,453		194,887	194,887
Program fees	34,709		34,709	32,726		32,726
Sale of Merchandise	202,019		202,019	165,452		165,452
In Kind Donation	20,000		20,000	20,000		20,000
Interest Income	260		260	-		-
Other income	11,524		11,524	3,600		3,600
Total support and revenue	478,859	201,453	680,312	433,408	194,887	628,295
Net assets released due to satisfaction of time and purpose restrictions	201,453	(201,453)	-	194,887	(194,887)	-
Total	680,312	-	680,312	628,295	-	628,295
Expenses :						
Program services	517,933		517,933	459,821		459,821
Management and general	79,139		79,139	70,017		70,017
Fundraising	15,497		15,497	13,129		13,129
Total expenses	612,570	-	612,570	542,968	-	542,968
Change in net assets	67,742		67,742	85,327		85,327
Net assets, beginning of year	520,356		520,356	430,623		430,623
Prior period adjustment	(2,601)		(2,601)	4,406		4,406
Net assets, end of year	\$585,497	\$0	\$585,497	\$520,356	\$0	\$520,356

See Auditor's Report and accompanying notes to financial statements

COMMUNITY ACTION SERVICE CENTER, INC
Statement of Cash Flows
For the years ended December 31

	2014	2013
<u>Cash Flow from Operating activities:</u>		
Change in net assets	\$67,742	\$85,327
Adjustments to reconcile change in net assets to net cash(used in) operating activities :		
Depreciation	3,734	5,453
Prior Period Adjustment	(2,601)	4,406
Changes in assets and liabilities :		
Grants and contracts receivable	(87,474)	5,367
Prepaid expense	(3,208)	1,354
Other assets	(112)	-
Accounts payable and accrued expenses	1,563	(11,899)
Grant payable	44,795	-
	24,439	90,008
Cash flows from investing activities		
Acquisition of property and equipment	(3,800)	(9,087)
Net income in cash	20,639	80,921
Cash, beginning of year	437,883	356,962
Cash, end of year	\$458,522	\$437,883
Supplemental disclosure of cash flow information :		
Cash paid during the year for :		
Taxes	-	-
Interest	-	-

See Auditor's Report and accompanying notes to financial statements

COMMUNITY ACTION SERVICE CENTER, INC
Statements of Functional Expenses
For the years ended December 31

	2014				2013			
	Program Services	Management and General	Fundraising	Total	Program Services	Management and General	Fundraising	Total
Salaries	\$307,661	\$27,348	\$6,837	\$341,846	\$277,758	\$24,690	\$6,172	\$308,620
Rent and utilities	59,134	6,957	3,478	69,569	47,956	5,642	2,821	56,419
Advertising	5,478	112		5,590	100	2		102
Payroll taxes and fringe benefits	50,006	4,546	2,273	56,825	45,369	4,125	2,062	51,556
Professional fees	19,946	3,242		23,188	19,141	1,837		20,978
Audit fees	2,190	2,060		4,250	2,190	2,060		4,250
Office supplies, postage and printing	8,192	8,192	1,820	18,204	6,962	6,962	1,547	15,470
Insurance	2,868	2,868		5,735	4,352	4,352		8,703
Program supplies and costs	21,727			21,727	25,222			25,222
Communications	3,206	1,098	88	4,392	2,672	915	73	3,660
Travel, Conference & training	2,091	1,394		3,485	2,647	1,765		4,412
Dues, Subscriptions and licence fees		2,626		2,626		2,728		2,728
Depreciation	0	3,734		3,734	5,453	-		5,453
Equipment rental and purchase	4,800	14,088		18,888		6,324		6,324
In Kind Donation	20,000			20,000	20,000			20,000
Automobile Expense	10,634	876	1,001	12,511		8,617	454	9,070
Total expenses	\$517,933	\$79,139	\$15,497	\$612,570	\$459,821	\$70,017	\$13,129	\$542,968

See Auditor's Report and accompanying notes to financial statements

COMMUNITY ACTION SERVICE CENTER, INC.
NOTES TO FINANCIAL STATEMENTS
Years Ended December 31, 2014 and 2013

Note 1 - Summary of Significant Accounting Policies:

A. General

Community Action Service Center, Inc. (dba RISE), is a not-for-profit organization incorporated in the State of New Jersey. The primary purpose of the organization is to serve as an advocate and defender of the poor and disadvantaged populace and to promote programs of self-help antipoverty and other community services. Significant sources of revenue are obtained from governmental grants, program fees and contributions.

B. Basis of Accounting

The organization utilizes the accrual basis of accounting. Accordingly, revenues are recognized when they are earned and expenses are recognized when they are incurred.

C. Basis of Presentation

These financial statements have been prepared in accordance with Statement of Financial Accounting Standards (SFAS) No.117, Financial statements of Not-for-profit organizations. SFAS No.117 established standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into one out of three net asset categories according to externally (donor) imposed restrictions: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets. For the years ended December 31, 2012 and 2011, the organization had accounting transactions in two of the three net asset category required by SFAS No.117. The unrestricted net asset category, which represents net assets that are not subject to donor imposed restrictions and the temporarily restricted net asset category, which represents net assets subject to donor imposed restrictions that will be met by the passage of time or fulfilled by the actions of the Organization.

Revenue and support recognition

In accordance with SFAS No.116, Accounting for contributions received and contributions made, the organization recognizes contributions as revenue when they are received or unconditionally pledged and records these revenues as unrestricted or restricted support according to donor stipulations that limit the use of these assets due to time or purpose restriction.

COMMUNITY ACTION SERVICE CENTER, INC.
NOTES TO FINANCIAL STATEMENTS
Years Ended December 31, 2014 and 2013

The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. However, restricted contributions whose restrictions expire or are otherwise satisfied within the period of receipt are reported as unrestricted revenues in the statement of activities.

Unrestricted revenues are obtained through public contributions, other income and interest income. These revenues are used to offset management and general expenses as well as to increase program services. Revenues from these sources are recognized at the time they are received or unconditionally pledged.

Donated services.

No amounts have been reflected in the financial statements for donated services because the criteria for recognition under SFAS 116 have not been satisfied. The Organization for most services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization with specific assistance programs, fund raising activities, and various committee assignments. The Organization receives more than 1,700 volunteer hours per year.

Grants and contracts

The Organization accounts for those grant and contract revenues, which have been determined to be exchange transactions, in the statement of activities and changes in net assets to the extent that expenses have been incurred for the purpose specified by the grantor during the period. In applying this concept, the legal and contractual requirements of each program are used as guidance.

Expense allocation and program services.

Expenses are charged to the program services, management and general and fundraising using the direct cost method or based on historical percentages or other reasonable basis consistent with the benefits derived by each program service.

COMMUNITY ACTION SERVICE CENTER, INC.
NOTES TO FINANCIAL STATEMENTS
Years Ended December 31, 2014 and 2013

Income taxes

The Organization is a tax-exempt organization under Section 501 © (3) of the Internal Revenue Code. Accordingly, no provision for federal or state income taxes has been recorded in the financial statements.

Property and equipment

Property and equipment is recorded at cost and depreciated utilizing the straight-line method over the assets estimated useful lives of five to seven years.

Contributed property and equipment is recorded at fair value at the date of donation. When donors stipulate how long the assets must be used, the contributions are recorded as restricted support. In the absence of such stipulations, contributions of property and equipment are recorded as unrestricted support.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and cash equivalents

For the purpose of the statement of cash flows, the Organization considers all highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents.

Note 2. Grants and Contracts receivable and advances:

The Organization operates its programs under various grants and contracts. At December 31, 2014 and 2013 the organization was due certain amounts from funding sources for expenditures incurred or services rendered in excess of payments received. In addition, the organization received advances from certain funding sources that represent payments received in excess of expenditures incurred. The following details the grants and contracts receivable and grant advances at December 31, 2014 and 2013:

COMMUNITY ACTION SERVICE CENTER, INC.
NOTES TO FINANCIAL STATEMENTS
Years Ended December 31, 2014 and 2013

Grants and Accounts Receivables

<u>Funding Source</u>	<u>2014</u>	<u>2013</u>
Mercer County Department of Community Affairs	\$ 85,650	\$27,500
County Of Mercer NJ HSDY	3,900	0
Borough of Hightstown	0	4,000
State of NJ Dept of Treasury	0	12,500
County of Mercer, NJ	59,940	27,516
East Windsor Township	11,500	2,000
Total	<u>\$ 160,990</u>	<u>\$ 73,516</u>

Note 3. Property and equipment:

Property and equipment at December 31, 2014 and 2013 consist of the following :

	<u>2014</u>	<u>2013</u>
Furniture, fixtures and office equipment	\$ 42,422	\$ 42,422
Vehicle	<u>12,887</u>	<u>9,087</u>
	55,309	51,509
Less: accumulated depreciation	<u>(51,609)</u>	<u>(47,875)</u>
	<u>\$ 3,700</u>	<u>\$3,634</u>

Note 4. Lease Commitment:

The Organization leases its 4 facilities located respectively at:

- 1-) **Main Office:** 116 North Main Street, Hightstown, NJ; under a 90-day lease. Monthly rent \$1,350 since April 2012.
- 2-) **Food Pantry:** 225 Franklin Street Hightstown, NJ; under a 90-day lease. Monthly rent \$500 since January 2012.
- 3-) **Greater Goods Thrift Store:** 114 Rogers Ave Hightstown, NJ; under a 90-day lease. Monthly rent \$1,900 Since February 2013.

COMMUNITY ACTION SERVICE CENTER, INC
NOTES TO FINANCIAL STATEMENTS
Years Ended December 31, 2014 and 2013

Note 5. Concentrations:

:

The Organization receives 21% of its support and revenue from government grants. These grants are renewed at the expiry of their term. However, a significant reduction in the level of support from government grants will not have an immediate negative effect on the Organization programs and activities, since the Organization has adequate cash reserves.

Note 6. Line of Credit:

:

The Organization has an unsecured credit card with a local bank. Borrowings on the card cannot exceed \$20,000 and bear interest at 15% per annum. The Organization had no outstanding balance at December 31, 2014 and 2013.



The Borough of Hightstown

Clerk's Office

156 Bank Street, Hightstown, New Jersey 08520

Phone – (609) 490-5100, ext. 772

Fax – (609) 371-0267

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

TO: Mayor & Council
DATE: December 3, 2015
RE: Better Beginnings Enrollment

Pursuant to your request:

I have reached out to Better Beginnings Child Development Center regarding their enrollment figures and they have advised:

Hightstown Residents:	32
East Windsor Residents:	55
Cranbury Residents:	11
TOTAL ENROLLED:	98

RISE has also provided the following in response to your inquiry:

Case Management provided to 663 Hightstown residents, which includes: 300 families with food and nutrition information; linking 45 families to food stamps; linking 50 children with low cost summer enrichment programs; 100 people with emergency assistance. Also, 200 families received a Thanksgiving food basket and 500 children are registered for the holiday program.

Resolution 2015-295

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

PROCLAIMING DECEMBER 7, 2015 AS COMMUNITY OF LIGHT DAY

WHEREAS, it is the policy of Hightstown Borough to recognize organizations that have contributed to the overall benefit of the community; and

WHEREAS, Womanspace, founded in 1977, has demonstrated a unique ability to provide comfort, support services, crisis intervention and safety to women who are victims of sexual assault and domestic violence; and

WHEREAS, Womanspace, in the belief that “peace begins at home”, has asked the Mercer County Community to join them in their struggle against violence toward women by participating in their annual Communities of Light project; and

WHEREAS, Womanspace has provided emergency shelter in secure locations and comprehensive services for victims of domestic violence since 1977 and sexual assault since 2002, for more than 61,341 women, 11,660 children and 3,843 men. Additionally, Womanspace has assisted more than 258,064 hotline callers over the last 38 years; and

WHEREAS, Hightstown Borough applauds the efforts of Womanspace to bring an end to the cycle of interpersonal violence imposed on women, children and men; and

WHEREAS, the Mayor and Council of Hightstown Borough urges that each and every household demonstrate their support of the concept that “peace begins at home” by placing luminaries along their driveways and sidewalks on Monday, December 7, 2015, as a visible symbol of that support; and

WHEREAS, the proceeds from Communities of Light 2015 will be used to fund vital services for victims of domestic violence and sexual assault.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that Monday, December 7, 2015 is Community of Light Day and hereby commend Womanspace on its many accomplishments and wish them continued success with Communities of Light in the years to come.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-296

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

**AUTHORIZING RELEASE OF ESCROW AND PERFORMANCE BOND FUNDS –
PEACOCK INN ASSOCIATES, INC. (BLOCK 48.01, LOT 21)**

WHEREAS, Peacock Inn Associates, Inc. deposited escrow funds in the amount of \$5,500.00 for a project at Block 48.01, Lot 21; and

WHEREAS, Peacock Inn Associates, Inc. deposited performance bond funds in the amount of \$5,349.18 for the project at Block 48.01, Lot 21; and

WHEREAS, Peacock Inn Associates, Inc. has requested that the escrow and performance bond funds on deposit with the Borough for Block 48.01, Lot 21 be released; and

WHEREAS, Peacock Inn Associates, Inc. has decided not to complete this project and it is recommended that the Borough release the remaining escrow and performance bond funds.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Treasurer is authorized and directed to release the escrow and performance bond funds on deposit with the Borough to Peacock Inn Associates, Inc. for the project at Block 48.01, Lot 21.

A certified copy of this Resolution shall be provided to the following:

- a. Peacock Inn Associates, Inc.
- b. Treasurer
- c. Sandy Belan, Planning Board Secretary
- d. Carmela Roberts, Borough Engineer

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-297

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

AUTHORIZING RELEASE OF DEMOLITION BOND FUNDS – PEDDIE SCHOOL (BLOCK 63.01, LOT 43)

WHEREAS, Peddie School deposited funds in the amount of \$2,200.00 for a demolition bond for the project at Block 63.01, Lot 43; and

WHEREAS, Peddie School has requested that the demolition bond on deposit with the Borough for Block 63.01, Lot 43 be released; and

WHEREAS, this project has been completed and the Borough Professionals have authorized the release of the demolition bond.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Treasurer is authorized and directed to release the demolition bond funds on deposit with the Borough to Peddie School for the project at Block 63.01, Lot 43.

A certified copy of this Resolution shall be provided to the following:

- a. Peddie School
- b. Treasurer
- c. Sandy Belan, Planning Board Secretary
- d. Carmela Roberts, Borough Engineer

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk

Resolution 2015-298

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

AUTHORIZING AN AGREEMENT WITH THE MERCER COUNTY CULTURAL AND HERITAGE COMMISSION FOR A LOCAL ARTS PROGRAM GRANT

WHEREAS, Resolution 2015-119 authorized and supported the Cultural Arts Commission of Hightstown Borough submission of an application for the Mercer County Cultural and Heritage Commission Local Arts Program Grant for FY2016; and

WHEREAS, the Mercer County Cultural and Heritage Commission has awarded the Hightstown Cultural Arts Commission a \$500.00 grant; and

WHEREAS, it is required that the Borough execute an agreement with the Mercer County Cultural and Heritage Commission for said grant.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Mayor is hereby authorized to execute the Mercer County Cultural and Heritage Commission Local Arts Program Grant agreement for the Hightstown Borough Cultural Arts Commission.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
Borough Clerk



Mercer County Cultural and Heritage Commission

2016 Grant Agreement Contract

Borough of Hightstown

FY2016 Award Typed Funds Granted: \$500

TIME FRAME:	Length of Work Period:	12 Months
	Starting Date:	January 1, 2016
	Ending Date:	December 31, 2016

Please indicate your organization's acceptance and concurrence with the terms and conditions set forth in this agreement.

Signature	Title	Date
-----------	-------	------

(Distribution of contracted funds is contingent on Mercer County Cultural and Heritage Commission's receipt of funds from New Jersey State Council on the Arts and funds from the County of Mercer.)

**Mercer County Cultural and Heritage Commission
FY 2016 Payment Voucher**

Please complete both signature lines for each installment

Payee: *Borough of Hightstown*

FIRST Installment FY 2016 Funds (75%): \$375.00

Payee Declaration:

I certify that the within invoice is correct and the described services have been rendered.

Signature	Title	Date

**Mercer County Cultural and Heritage Commission
FY 2016 Payment Voucher**

Payee: *Borough of Hightstown*

Second Installment FY 2016 Funds (25%): \$ 125.00

Payee Declaration:

I certify that the within invoice is correct and the described services have been rendered.

Signature	Title	Date

Federal I.D. Number

PLEASE NOTE: As these funds are being sub-granted from a Local Arts Grant from the New Jersey State Council on the Arts, the funds will not be disbursed until receipt of the grant funds by Mercer County Cultural and Heritage Commission. Failure to comply with the terms and conditions of the enclosed contract may result in termination or suspension of your grant. This grant is made solely at the discretion of MCC&HC.

**FY 2016 Contract Between
Mercer County Cultural and Heritage Commission
and
*Borough of Hightstown***

Assurance of Compliance with National Endowment for the Arts Regulations under Title VI of the Civil Rights Act of 1964, section 504 of the Rehabilitation Act of 1973, and Title IX of the Education Amendments of 1972.

Organization, (hereafter called the "Applicant") hereby agree(s) that he/she/they will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 7094) and where applicable, Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.) and all regulations of the National Endowment for the Arts issued pursuant to these statutes. Title VI, Section 504, and Title IX prohibit discrimination on the basis of race, color, national origin, handicap, or sex in any program or activity receiving Endowment support. The Applicant hereby gives assurance that it immediately will take any measures necessary to comply.

This assurance shall obligate the Applicant for the period during which federal financial assistance is extended. The Applicant agrees to use the grant funds for the purposes described in the original grant application and/or updated interim report (with approval from the MCC&HC); and agrees to comply with the appropriate use of grant funds as described in the Mercer County Cultural and Heritage Commission Local Arts Grant Program Guidelines.

This assurance is given in connection with any and all financial assistance received from the Endowment after the date this form is signed. This includes payments after such date for financial assistance approved before such date. The Applicant recognizes and agrees that any such assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, and assignees, and on the authorized official whose signature appears below.

Applicant Name (please print)

Applicant Organization

Applicant's Mailing Address

Email Address

Signature

Title

Date

Publicity Agreement Between
Mercer County Cultural and Heritage Commission
and
Borough of Hightstown

This publicity agreement is hereby incorporated into the body of the grant contract between the Mercer County Cultural and Heritage Commission and grantee organization as explicit terms and conditions of that contract. By the signature below the grantee/contractor agrees to abide by these terms and conditions, for which failure to do so may result in rescission of all or part of the grant.

187. CREDIT: The language used when crediting the Mercer County Cultural and Heritage Commission (MCC&CH) and New Jersey State Council on the Arts (NJSCA) should read as follows: This program is made possible in part by the Mercer County Cultural and Heritage Commission through funding from the Mercer County Board of Chosen Freeholders, and the New Jersey State Council on the Arts/Department of State, A Partner Agency of the National Endowment of the Arts.
188. CREDIT: Credit must be given to MCC&HC and the NJSCA in all printed materials, web materials, releases and announcements of the grantee regarding all activities to which funds contribute.
189. LOGO: The MCC&HC, NJSCA and "Discover Jersey Arts" logos must be used by the grantee in publicizing those programs supported by a MCC&HC grant (including but not limited to newsletters, brochures, and flyers.) The MCC&HC and NJSCA logos are to be used only when the above stated credit line is also used and NEVER in its place (this implies sponsorship). Ideally, the logos should be reproduced as a unit without alteration.
190. ADVERTISING: Credit must be given to MCC&HC and NJSCA in all print advertising that is 10 column inches or larger and broadcast advertising 60 seconds in length or longer placed by a grantee. Billboard advertising must also include credit. Any advertising, regardless of size or length, placed by a grantee that credits a specific funding source must also acknowledge MCC&HC and NJSCA.
191. PROGRAMS: All programs and/or playbills printed by a grantee that is eight pages or larger must devote a full page to the NJSCA. Credit must be given on the title page of all programs printed by a grantee Organization in a type size not smaller than 7 pt.
192. CO-SPONSORSHIP: Under no circumstances may a grantee state or imply that its programs and/or activities are "sponsored" or "co-sponsored" by the MCC&HC or NJSCA without expressed, written consent from the MCC&HC. Those programs that are "co-sponsored" will have additional specific publicity requirements, dependent on the program at the time of negotiation.

To this the undersigned is agreed (sign and return with contract).

Signature

Title

Date

Resolution 2015-299

BOROUGH OF HIGHTSTOWN
 COUNTY OF MERCER
 STATE OF NEW JERSEY

AUTHORIZING A SHARED SERVICES AGREEMENT WITH HAMILTON TOWNSHIP FOR CERTAIN HEALTH SERVICES (STD CLINIC)

WHEREAS, the Borough of Hightstown is responsible by law for the protection of public health and wishes to provide certain clinic services relative to sexually transmitted diseases (STDs); and

WHEREAS, the Township of Hamilton is agreeable to providing clinic services relative to STDs to the Borough of Hightstown for the period January 1, 2016 through December 31, 2016 for a fee of \$25 per patient; and

WHEREAS, it is the desire of the Borough Council to enter into a shared services agreement with the Township of Hamilton for provision of these services; and

WHEREAS, such agreements are authorized pursuant to *N.J.S.A. 40A:65-1 et seq*; and

WHEREAS, funds for this purpose shall be provided for in the 2016 budget.

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

1. A shared services agreement between the Borough of Hightstown and the Township of Hamilton for the provision of professional health clinic services for sexually transmitted diseases for the period January 1, 2016 through December 31, 2016 is hereby authorized and accepted.
2. The Mayor and Clerk are authorized and directed to execute said agreement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
 Borough Clerk

Hamilton Township Resolution No. 15-385
Hightstown Borough Resolution No.

SHARED SERVICES AGREEMENT FOR HEALTH SERVICES
TOWNSHIP OF HAMILTON & THE BOROUGH OF HIGHTSTOWN

January 1, 2016 to December 31, 2016

This Agreement made this **5th** day of **November, 2015**, by and between the **Township of Hamilton**, County of Mercer, a municipal corporation of the State of New Jersey, with principal offices located at 2090 Greenwood Avenue, P.O. Box 00150, Trenton, New Jersey 08650-0150; and the **Borough of Hightstown**, County of Mercer, a municipal corporation of the State of New Jersey, with principal offices located at 148 North Main Street, Hightstown, New Jersey 08520-3296;

Witnesseth that:

Whereas, the Borough of Hightstown is responsible by law for the protection of public health and wishes to provide certain health services for its residents; and

Whereas, the Borough of Hightstown desires to contract with the Township of Hamilton for provision of those health services; and

Whereas, the Township of Hamilton is agreeable to providing health services to the Borough of Hightstown for a fee and upon certain specified conditions; and

Whereas, the *Uniform Shared Services and Consolidation Act*, N.J.S.A. 40A:65-1, et seq., permits local units of this State to enter into a contract with any other local unit for the joint provision within their combined jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction; and

Whereas, the Township of Hamilton and the Borough of Hightstown have authorized and approved this Agreement by Resolution duly adopted pursuant to N.J.S.A. 40A:65-1, et seq., of the *Uniform Shared Services and Consolidation Act*;

Now, Therefore, in consideration of the mutual agreements and covenants herein contained, the parties agree as follows:

1. **Scope of Services:** The Township of Hamilton agrees to provide to the Borough of Hightstown, for the benefit of the residents of the Borough of Hightstown, certain health services.
2. **Fees:** The fees payable by the Borough of Hightstown to the Township of Hamilton for the performance of the services described in Paragraph One shall be as set forth in **Schedule A** annexed hereto.
3. **Billing and Payment:** The Township of Hamilton will issue monthly bills for services rendered to the Borough of Hightstown. The bills will be issued by the fifteenth (15th) day of the succeeding month and will be payable within thirty (30) days of issuance.
4. **Liability:** The Township of Hamilton and the Borough of Hightstown shall be responsible for acts of their own negligence consistent with the provisions of the *New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq.*, arising out of or related to performance of any activity under the terms of this Agreement.
5. **Effective Date/Termination:** This Agreement shall be for twelve (12) months effective January 1, 2016 and ending December 31, 2016.
6. Each party shall notify the other in writing sixty (60) days before expiration of this agreement if it desires to continue services and negotiate a new contract for 2017.

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

TOWNSHIP OF HAMILTON

BOROUGH OF HIGHTSTOWN

Kelly A. Yaede, Mayor

Lawrence D. Quattrone, Mayor

ATTEST:

ATTEST:

Eileen A. Gore, RMC, CMC
Municipal Clerk

Debra Sopronyi
Borough Clerk

Dated:

Dated:

5. **BBP/TB Exposure Follow-Up:**

- a. Counseling and guidance provided to occupationally exposed employees.
- b. Conducted by Public Health Nurse and/or HIV Counselor.

BBP Investigation, Counseling & Guidance - \$ 75.00

BBP Exposure, Follow-up at 3 months and 6 months - \$150.00

Total for Exposure = \$225.00/employee

TB Exposure - \$175.00 per exposure plus \$55.00 if 2 follow-up PPD's are required

6. **Sexually Transmitted Disease (S.T.D.) Clinic Services:**

- a. Schedule is Monday and Thursday at the Hamilton Township Department of Health.

- b. Conducted by Public Health Nurses and S.T.D./HIV counselor(s).

STD Visit - \$25.00 per patient as per contract.

7. **Pneumonia/Flu:**

- a. Medicare subscribers - Township or Non-Township residents: NO FEE

b. Township residents - Non-Medicare subscribers: \$10.00

c. Non Township residents, Private Sector & Businesses: \$20.00

8. **Blood Lead Investigations:**

a. Investigation and follow-up: \$60.00/hour

9. **Child Health Conferences:**

a. Assessment, Counseling, Examination and Immunizations \$45.00/patient

10. **Health Education Services:**

a. Assessment, Planning and Implementation \$50.00/hour

For further information, contact:

Jeffrey J. Plunkett, Health Officer (609) 890-3820

Giovanna Guarraggi, R.N., MSN, APN-BC, Supervisor of Public Health Nursing Services (609) 689-5562

Jill Belviso, PHN, R.N., BSN (609) 890-3827

TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY

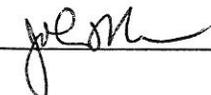
RESOLUTION

No. 15 385

APPROVED AS TO FORM AND LEGALITY

FACTUAL CONTENTS CERTIFIED TO BY

TOWNSHIP ATTORNEY



TITLE

RESOLUTION AUTHORIZING AND APPROVING 2016 SHARED SERVICES CONTRACT FOR HEALTH SERVICES BETWEEN THE TOWNSHIP OF HAMILTON AND THE BOROUGH OF HIGHTSTOWN

Whereas the Borough of Hightstown desires to contract with the Township of Hamilton for provision of certain professional health clinic services for the period January 1, 2016 to December 31, 2016; and

Whereas the Township of Hamilton has agreed to provide certain health services to the Borough of Hightstown for a fee; and

Whereas such agreements are authorized pursuant to N.J.S.A. 40A:65-1 et seq.; and

Whereas this contract is in the best interest of the Township of Hamilton;

Now, Therefore, Be It Resolved by the Council of the Township of Hamilton, in the County of Mercer and State of New Jersey, that the shared services contract between the Township of Hamilton and the Borough of Hightstown for the provision of certain professional health clinic services is authorized and accepted and that the proper officials of the Township of Hamilton are authorized to execute said contract;

Be It Further Resolved that the contract shall take effect upon the adoption of the appropriate resolution by the Borough of Hightstown and the execution of the contract by the parties in accordance with N.J.S.A. 40A:65-1 et seq.

3P

15 385

ADOPTED BY COUNCIL ON

PRESIDENT

November 5, 2015
DATE



MUNICIPAL CLERK

RECORD OF VOTE						
COUNCIL	AYE	NAY	N.V.	A.B.	RES.	SEC.
KEVIN J. MEARA	✓					
EDWARD R. GORE	✓					
DAVID J. KENNY	✓					✓
ILEANA SCHIRMER	✓				✓	
DENNIS A. PONE	✓					

X - Indicates Vote A.B. - Absent N.V. - Not Voting RES. - Moved SEC. - Seconded

Resolution 2015-300

BOROUGH OF HIGHTSTOWN
 COUNTY OF MERCER
 STATE OF NEW JERSEY

REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET

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

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

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby request the Director of the Division of Local Government Services to approve the insertion of a special item of revenue and equal appropriation in the budget of the Borough of Hightstown for the year 2015 as follows:

Source	Amount	Revenue Title	Appropriation Title
State of New Jersey Division of Motor Vehicles Drunk Driving Enforcement Fund	\$20,216.48	Drunk Driving Enforcement Grant	Drunk Driving Enforcement Grant

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
 Borough Clerk

Resolution 2015-301

BOROUGH OF HIGHTSTOWN
 COUNTY OF MERCER
 STATE OF NEW JERSEY

REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET

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

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

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby request the Director of the Division of Local Government Services to approve the insertion of a special item of revenue and equal appropriation in the budget of the Borough of Hightstown for the year 2015 as follows:

Source	Amount	Revenue Title	Appropriation Title
State of New Jersey Division of Highway Traffic Safety	\$5,000.00	Drive Sober or Get Pulled Over Year End Holiday Crackdown	Drive Sober or Get Pulled Over Year End Holiday Crackdown

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 7, 2015.

Debra L. Sopronyi
 Borough Clerk

Borough of Hightstown

Vehicles, Registration Numbers and Expiration Dates

Borough of Hightstown									
Vehicles, Registration Numbers and Expiration Dates									
	police								
2001	Ford Crown Victoria	2FAFP71W81X178622	LEK61J	\$20,369	90684	2015			
1994	Chevy Bus	1GBKH32K2R3321958	MG82342	\$0	131431				
2008	Ford Crown Victoria	2FAHP71V88X118186	MG78103	\$28,534	79024	2017			
2008	Ford Crown Victoria	2FAHP71VX8X118187	MG78104	\$28,534	84973	2018			
2008	Ford Crown Victoria	2FAHP71V18X118188	MG78102	\$28,534	91463	2019			
2013	Ford Police Interceptor	1FAHP2M87DG141130	MG95428	\$35,000	24141	2019			
2013	Ford Police Interceptor	1FAHP2M80DG141129	MG95427	\$35,000	16236	2020			
2013	Ford Police Interceptor	1FAHP2M89DG141131	MG95426	\$35,000	35522	2020			
2007	Ford Taurus - Mercer County			\$7,000	54,923				
	construction								
2004	Ford Crown Victoria	2FAHP7W44X106040	MG60231	\$27,846	85920	2016			
	first aid								
2006	Ford Truck ambulance	1FDXE45P16DA36239	MG78111	\$87,500		2021			
2015	Ford Truck ambulance					2030	182000		
2001	Ford Crown Victoria	32FAFP72W92X205826	MG95000	\$20,000		2016			
	Fire								
1914	American LaFrance	AL0217714	QQ14H	\$60,000					
2007	Mack	1M1AW07Y58N002744							
1988	E-1 Fire Truck Pump	1F9DBBA83K1037684	MG42PN	\$455,000		2017		750000	
1989	Emergency One Truck ladder	4ENGAAA89W1009045	MG33814	\$328,000		2016	1000000		
2007	Ferra telesquirt	1F95153207H140383	MG76949	\$593,657		2032			
2010	Ferra Rescue	AWZ21864		\$287,918		2030			
2001	Ford Expedition	1FMPU16L91LB58603	MG24207	\$29,418		2016	32000		
2004	Dodge Durango	1D4HB58D14F134152	MG92207	\$11,000		2018			35000
	fire equip								
1972	Semi Trailer (FRU)	MEP322396	MG30PL	\$1,000					
1982	Sea Trailor	40883	MG27044						
2010	HME	44KFT4289							

Borough of Hightstown

Vehicles, Registration Numbers and Expiration Dates

	fire official									
1997	Ford Crown Victoria	2FALP71WXVX213900	MG30610	\$20,000		2017				
	water									
2003	Ford F-250	1FDNF21L13ED84365	MG57229	\$26,184		2023				
2009	Ford Utility	1FD5X21509EA15863	MG82422	\$31,550		2030				
	awwtp									
2013	ford	escape		\$17,000						
2006	Ford F250	IFTSX21586EA68326	MG65329	\$27,741		2016		35000		
2006	Kubota Loader awwtp	KUB1127106	MG73454	\$58,490						
	trailers and equipment									
2012	Vermeer Vactron	5HZBF162OCLBC1183		\$49,046						
2007	Vermeer Brush/Chipper	1VRY131ZX71001644	MG76609	\$41,621		2027				
2002	Kawasaki Loader	65C45024	MG10833	\$95,250		2022				
1994	Trailmobile Trailer	1PTW2ATE5R9013661	MG47478	\$1,000						
1999	John Deere Backhoe	T0310SE877402	MG33PL	\$35,000		2019				
1993	Lincoln Welder	420581	MG19145	\$2,500						
1985	Eagle Trailer (Recy)	1120GR201FS0600012	MG33588	\$14,000						
1984	Sewer Jet Water Tank	84201834	MG51KK	\$25,000		2016		35000		
1975	Galion Diesel Grader	T500A-GC-06432	MG1669	\$20,000						
1961	Ford Tractor	127064	674MGA	\$5,000						
1981	Aer. Asphalt Relcaimer	110781	MG52KK	\$1,000						
1970	Tag Along Flat	105-12166K	MG93YR	\$25,000						
2014	Toro			\$20,000						

		2015	2016	2017	2018	2019	2020
Buildings	Ins Value						
old MB	1,857,000						
Municipal Offices	500,000						
Fire House	1,593,000	25000	75000				
DPW bldg	1,273,000						
first aid	795,000						
recycle center barn	46,000						
recycle center storage	109,000						
Floating pier	7,000						
Walking bridge		331000					
copiers/printers	75,000						
defibs	14,000						
file servers	25,000						
PC's (20)	20,000	5000					
Flood Gate	30,000		37000				
ROADS							
Roads (64 pavement sidewalk cl	20,000,000		500000	450000			
Storm sewers	5,000,000		335000				

Water		2015	2016	2017	2018	2019	2020
well 1	28,000						
well 2.	28,000	186000					
filter tank 1	247,000						
filter tank 2	297,000	100000					
well house utility	100,000						
settling tank	83,000		102075				
Lagoon		35000					
well house 3	585,000						
backwash tank	388,000						
filter tank 3	310,000						
1st ave tank	869,000						
leshin lane tank	413,000						
wyckoff hydroshpere	1,139,000		20000				
cranbury station rd tank	1,200,000						
Water M Pipe, valves hydrants	25,000,000	29,000	175000		395000		

SEWER

		2015	2016	2017	2018	2019
maxwell ave lift sta	102,000		55000			
springcrest lift sta	72,000					
awwt control bldg	612,000					
dry well	26,000					
awwt pump house	147,000					
awwt storage garage	39,000					
primary settling	296,000	19000				
secondary clarifier	180,000		72000			
New UV			800000			
chlorination tank	460,000					
trickle filter 2	393,000		200000			
trickle filter 1	393,000		200000			
trickle filter pump	55,000					
dosing tank	24,000					
grit chamber	113,000					
primary digester	157,000					
secondary c anerobic 24 yrs sii	400,000					
filter bldg	502,000					
lime tank	40,000					
pump chamber	34,000					
DECHLORINATION TANK						
activated sludge	446,000			20000		
office/lab						
Trailer	20,000					
Sewer Mains	25,000,000	175000				
Misc Equipr blowers pumps et	300,000	55000	50000	50000		

Resolution 2015-302

*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 December 7, 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 – Police/Dispatch/Court
Dispatch Severance

Personnel – Professional Services
Employment Contracts

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: March 7, 2016 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 December 7, 2015.

Debra L. Sopronyi
Borough Clerk