



- Consent Agenda**
- 2016-151** Appointing and Authorizing an Agreement for Professional Services – Administrative Agent of Hightstown Borough Affordable Housing Program – Rehabco, Inc.
  - 2016-152** Resolution Authorizing the Borough of Hightstown to Enter into an Agreement with Norman A. Randolph, Jr. for the Expenditure of the Affordable Housing Trust Funds in Order to Facilitate the Provision of Affordable Housing Units within the Borough
  - 2016-153** Appointing a Municipal Housing Liaison
  - 2016-154** Authorizing a Shared Services Agreement Between Hightstown Borough and East Windsor Township for Contribution of the Matching Local Share for Bus Services
  - 2016-155** Requesting Approval for Insertion of Special Revenue in the 2016 Budget (Municipal Court Alcohol Education and Rehabilitation Fund)
  - 2016-156** Requesting Approval for Insertion of Special Revenue in the 2016 Budget (Small Cities CDBG Block Grant)
  - 2016-157** Authorizing Payment on Behalf of Participants in the Borough of Hightstown Length of Service Award Program (LOSAP)
  - 2016-158** Authorizing a Refund of Tax Overpayment
  - 2016-159** Accepting Membership of Kara Lyons in Hightstown Engine Co. No. 1

**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.

**Discussion** Smoke Free Parks

**Subcommittee Reports**

**Mayor/Council/Administrative Reports**

**Adjournment**

# Resolution 2016-149

*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 August 15, 2016 at 7:00 p.m. at the Hightstown Engine Co. #1 Fire House Hall located at 140 North Main 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 – Court  
Affordable Housing

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: November 15, 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 August 15, 2016.

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Margaret M. Riggio  
Deputy Borough Clerk

**Meeting Minutes  
Hightstown Borough Council  
Business Meeting  
July 18, 2016  
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:34 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.

|                                 | <b>PRESENT</b> | <b>ABSENT</b> |
|---------------------------------|----------------|---------------|
| <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: Margaret Riggio, Deputy Borough Clerk; Henry Underhill, Borough Administrator; Fred Raffetto, Borough Attorney; Tamara Lee, Borough Planner; Carmela Roberts, Borough Engineer; Chris Otteau, Real Estate Appraiser; Ed McManimon, Special Counsel for Redevelopment.

**EXECUTIVE SESSION**

**Resolution 2016-144 Authorizing a Meeting that Excludes the Public**

Councilmember Stults moved Resolution 2016-144; Council President Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2016-144

*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 July 18, 2016 at 6:30 p.m. at the Hightstown Engine Co. #1 Fire House Hall located at 140 North Main 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 – RBG Hightstown LLC (The Mills at Hightstown)

COAH – Purchase of Credits

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: October 18, 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 7:31 p.m. and again read the Open Public Meetings Statement. George Lang, CFO arrived at this time and is now present.

The Flag Salute followed roll call.

**APPROVAL OF AGENDA**

Councilmember Montferrat moved the Agenda; Councilmember Stults seconded.

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

Agenda approved 6-0.

**APPROVAL OF MINUTES**

Council President Hansen moved the June 6, 2016 Executive Session minutes for approval, Councilmember Montferrat seconded.

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

Minutes approved 6-0.

Councilmember Misiura moved the June 6, 2016 Workshop Session minutes for approval; Councilmember Montferrat seconded.

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

Minutes approved 6-0.

Council President Hansen moved the June 20, 2016 Executive Session minutes for approval; Councilmember Stults seconded.

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

Minutes approved 5-0 with one abstention.

Councilmember Kurs moved the June 20, 2016 Executive Session minutes for approval; Council President Hansen seconded.

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

Minutes approved 5-0 with one abstention.

Council President Hansen moved the June 27, 2016 Executive Session minutes for approval; Councilmember Montferrat seconded.

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

Minutes approved 6-0.

Council President Hansen moved the June 27, 2016 Special Meeting minutes for approval; Councilmember Montferrat seconded.

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

Minutes approved 6-0.

### **ENGINEERING ITEMS**

**Walking Bridge** – Borough Engineer, Carmela Roberts, updated Council on the Walking Bridge. She informed Council that she and the Mayor had a meeting with DOT and they have since provided her with a letter listing items of concern. Some are archeological issues. We are still in the process of receiving authorization to advertise for the federally funded grant. She believes that this process will still take about one year.

The DOT's major concerns are:

- Section 106 National Historic Preservation Act 1966 – DOT has concerns regarding Sanborn Maps (Fire Insurance Maps) that indicate one of the buildings contained asbestos. The asbestos has the DOT concerned. They are investigating this. There was a fire in that same area 100 years ago and then there was a flood. They are trying to ascertain if the fire was cleaned up properly or if the flood buried what was under the fire. They have asked the Borough to provide whatever information we have.
  - Our HPC does not have any information regarding the building, the fire or the flood. Cappy Stults, Borough Historian, did not have any information. He does have maps from 1895, 1920, 1950, none of them indicate anything about asbestos.
  - About one year ago, the DOT commissioned a study of the area by Grubb Associates, a privately owned archeological company. Although they have provided information to the DOT they did not answer any of the questions the DOT has.
- Another permit may be required. We have one permit in hand. It was obtain by Lippincott Engineering for installation of the new footbridge. It was understood at the time that the permit from Dam Safety provided to the Borough covers the project. At this time the DOT believes that there may be another permit required by DEP for the sidewalks connected to the bridge, which were part of the plans and application submitted to Dam Safety. We are speaking with Dam Safety and DEP to see what actually needs to be done at this point.
  - The Permit from Dam Safety has been extended until December 2016. The archeological representative from DOT suggested that we request another year extension to the permit.
- Confirmation of Public Outreach related to this project.
  - We have a world of information on the Borough's website regarding meetings that were had and discussions from Council and when the volunteer group met, so we can provide that information to them.
- DOT will contact us to have another meeting in the Borough so we can continue to go over what is needed. She is waiting to hear back from DOT for a meeting date.

**Resolution 2016-145 Awarding a Contract for Engineering Inspection Services for The Peddie Lake Dam Walking Bridge Replacement Project**

Ms. Roberts explained that when using federal funds for a project, you cannot use the same engineer to do the design and inspection of a project. The Borough requested proposals from the pool of engineers that we have. DOT requires that the engineering inspection services be in place before we are authorized to advertise the bid. This contract will not be paid until after bids are received and work has started. Ms. Roberts also stated that DOT suggested that the Borough requests reimbursement for inspection services for this project.

Councilmember Montferrat moved Resolution 2016-145; Councilmember Misiura seconded.

Discussion ensued. There were questions regarding what the grant covers for this project and how much money was raised from donations. If more permits and archeological changes are needed what will the additional costs be? Ms. Roberts will put together figures so show where we are and where we are going.

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

Resolution adopted 6-0.

Resolution 2016-144

*BOROUGH OF HIGHTSTOWN  
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**PUBLIC COMMENT**

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

**Eugene Sarafin, 628 South Main Street** – Stated that this was a comedy tonight regarding the bridge update. Congratulated Council on the Redevelopment Agreement and said that he thought it was a beautiful thing. Spoke about the Flag Salute and how it is a big lie, this has never been a nation with liberty and justice for all. In regards to an ordinance regarding filming in the Borough, will this include photographs; who will enforce this?

**Scott Caster, 12 Clover Lane** – Spoke regarding the discussion of the Filming on Public Property. According to the sample ordinance, the filming of Council meetings would be illegal; photographers filming for weddings would be illegal. He has been in court for the same style ordinance and the judge dismissed the charges because it was just inappropriately written. Please take this into consideration when you discuss this ordinance.

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

### **ORDINANCES**

#### **2016-15 Final Reading – An Ordinance Amending and Supplementing Chapter 4, Entitled “General Licensing” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey” Regarding the Licensing of Retail Businesses**

The Public Hearing took place on June 20, 2016. At that time, Council voted to table the ordinance. There was discussion regarding Council’s concerns over the ordinance written has is.

Councilmember Kurs moved for the ordinances defeat. Councilmember Bluth seconded.

Borough Attorney, Fred Raffetto, clarified to Council that in this instance, a yes vote would be voting to DEFEAT the ordinance.

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

Ordinance defeated 6-0.

ORDINANCE 2016-15

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

#### **AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 4, ENTITLED “GENERAL LICENSING” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY” REGARDING THE LICENSING OF RETAIL BUSINESSES**

**WHEREAS**, the Mayor and Council of Hightstown Borough wish to make certain revisions to the Borough Code relating to business licenses within the Borough limits; and

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

Section 1. Chapter 4 “General Licensing”, Sections 4-1 entitled “License Regulations”, 4-3 entitled “Solicitors and Canvassers”, and 4-11 entitled “Retail Establishments” are hereby amended as follows (underline for additions, strikethroughs for deletions):

## Chapter 4

### GENERAL LICENSING

#### Sections:

- 4-0A Article I. Business Licensing
- 4-1 LICENSE REGULATIONS
- 4-2 PEDDLERS\*
- 4-3 SOLICITORS AND CANVASSERS\*
- 4-4 CHARITABLE SOLICITATIONS\*
- 4-5 MOVIE THEATERS\*
- 4-6 POOL HALLS, BILLIARDS PARLORS AND BOWLING ALLEYS\*
- 4-7 AMUSEMENT MACHINES\*
- 4-8 AUTOMATIC VENDING MACHINES; COIN-OPERATED MACHINES\*
- 4-9 BANKRUPTCY SALES; GOING OUT-OF-BUSINESS SALES; FIRE SALES\*
- 4-10 AUCTIONS; BINGOS; RAFFLES; CIRCUSES; EXHIBITIONS\*
- 4-11 RETAIL FOOD ESTABLISHMENTS\*
- 4-12 RETAIL ESTABLISHMENTS\*
- 4-13 RESERVED
- 4-14 RESERVED
- 4-15 RESERVED
- 4-15A Article II. Newspapers, Publications and Periodicals
- 4-16 DELIVERY OF UNSUBSCRIBED AND UNSOLICITED PUBLICATIONS
- 4-17 RESERVED
- 4-18 RESERVED
- 4-19 RESERVED
- 4-20 RESERVED
- 4-20A Article III. Taxicabs
- 4-21 TAXICAB LICENSING
- 4-22 CONTRACTORS LICENSES

#### Section 4-1

### LICENSE REGULATIONS

#### Subsections:

- 4-1.1 Purpose.
  - 4-1.2 Application.
  - 4-1.3 Investigation of Applicant; Appeals to Borough Council.
  - 4-1.4 Fee Schedule.
  - 4-1.5 Contents of License.
  - 4-1.6 License Record to be Kept.
  - 4-1.7 Display of License.
  - 4-1.8 Transferability.
  - 4-1.9 Expiration; Renewal.
  - 4-1.10 Revocation of License.
  - 4-1.11 Notice of Hearing.
  - 4-1.12 Hearing.
  - 4-1.13 Reinstatement of Revoked or Denied Licenses.
  - 4-1.14 Promulgation of Rules and Regulations.
  - 4-1.15 Violation and Penalties.
- 4-1.1 Purpose.

The purpose of this section is to provide a uniform set of procedures for administering the issuance, renewal and revocation of all licenses issued by the Borough, except alcoholic beverage licenses, dog licenses and taxicab licenses. (1991 Code § 133-1)

#### **4-1.2 Application.**

a. All applications for licenses shall be accompanied by the required fee and shall be made to or through the Borough Clerk on forms provided by him/her. The forms shall be completed with the following information:

1. The name and permanent and local address of the applicant; if the applicant is a corporation, the name and address of its registered agent.
2. If the licensed activity is to be carried on at a fixed location, the address and description of the premises.
3. If the premises is not owned by the applicant, the owner of said premises and their contact information.
4. If a vehicle is to be used, its description, including the license number.
5. If the applicant is employed by another, the name and address of the employer, together with credentials establishing the exact relationship.
6. The days of the week and the hours of the day during which the licensed activity will be conducted.
7. A description of the nature of the business and the goods, property or services to be sold or supplied.
7. A statement as to whether the applicant has been convicted of any crime or the violation of any municipal ordinance other than a traffic offense and, if so, the date and place of conviction, the nature of the offense and the penalty imposed.
8. Statement that applicant is not violating the zoning ordinance of the Borough of Hightstown. If applicant occupies a nonconforming use, proof of date of occupancy and operation must be given.
9. Statement that applicant is not in default under the provisions of this chapter or indebted or obligated in any manner to the Borough of Hightstown, except for current taxes, both real and personal.
10. The statement of information required under this subsection shall be verified under oath, containing the signature of the applicant or agent, each of whom shall be equally responsible for the truthfulness and accuracy of the information set forth in the statement.
11. Appropriate evidence as to the good character and business responsibility of the applicant so that an investigator may properly evaluate his character and responsibility.

b. Applications by partnerships shall be signed by all partners, with the information required by this section supplied in detail as to each partner, and applications of corporations shall have attached individual statements containing all the information required by this subsection relating to each employee or agent who shall engage in the licensed activity and shall be signed by each employee or agent. (1991 Code § 133-2)

#### **4-1.3 Investigation of Applicant; Appeals to Borough Council.**

Each application shall be referred to the Chief of Police or a Police Officer designated by him, who shall immediately institute whatever investigation of the applicant's business responsibility, moral character and ability to properly conduct the licensed activity he considers necessary for the protection of the public. He shall communicate his findings, in writing, to the Borough Clerk within a reasonable time after the application has been filed. If the investigator decides that the applicant's character, ability or business responsibility is unsatisfactory or the products, services or activity are not free from fraud, he shall disapprove the application, and the Clerk shall refuse to issue the license and notify the applicant. Otherwise, the Borough Clerk shall issue the license immediately, provided that the

required license fees have been paid, except in cases where approval of the Mayor and Council is required. In the case of an application for a solicitor's, peddler's or canvasser's license, the license may be issued immediately subject to investigation. In the event of the refusal of the issuance of the license, the applicant may appeal to the Council for a hearing. The appeal shall be filed, in writing, with the Borough Clerk within fourteen (14) days after notification of the refusal. The Council shall hold its hearing within ten (10) days thereafter, and its decision shall be final. (1991 Code § 133-3)

#### 4-1.4 Fee Schedule.

a. Fees shall be as follows:

| <u>License</u>                                               | <u>Fee</u>                    |
|--------------------------------------------------------------|-------------------------------|
| Peddlers, hawkers and vendors                                | \$75.00 per year              |
| Solicitors and canvassers                                    | \$75.00 per month             |
| Charitable solicitations                                     | No fee                        |
| Movie theatres                                               | \$50.00 per year              |
| Pool and billiard parlors                                    | \$50.00 per year              |
| Coin-operated vending machines (in coin-operated laundries): |                               |
| Automatic washers                                            | \$10.00 per machine per year  |
| Dryers                                                       | \$10.00 per machine per year  |
| Coin changers                                                | \$10.00 per machine per year  |
| Soap-dispensing machines                                     | \$10.00 per machine per year  |
| Automatic vending machines:                                  |                               |
| Vending merchandise or service of any description (Non-food) | \$40.00 per machine per year  |
| Amusement, skill and video machines                          | \$100.00 per machine per year |
| Weighing scales                                              | \$30.00 per machine per year  |
| Coin-operated phonographs                                    | \$75.00 per machine per year  |
| Coin-operated reproducing machines                           | \$60.00 per machine per year  |
| Going-out-of-business sales                                  | \$150.00 per sale             |
| Circuses and traveling shows                                 | \$100.00 per day              |
| Auctions                                                     | \$100.00 per day              |

|                                               |                                       |        |
|-----------------------------------------------|---------------------------------------|--------|
| Boardinghouses,<br>and rooming units*         | rooming                               | houses |
| 1 to 3 boarders or roomers                    | \$5.00 per boarder or roomer per year |        |
| 4 or more boarders or roomers                 | \$3.00 per boarder or roomer per year |        |
| Retail Businesses (sale of goods or services) | \$100.00 per year                     |        |

b. Fees shall be paid on an annual basis. However, in the event of a partial year of operation, the payment due shall be prorated to provide that one-fourth of the fee shall be paid for each quarter or partial quarter of operation.

c. All annual license holders shall register and pay the applicable fee no later than March 1, or a late fee of \$100.00 will be assessed and due with the payment.

d. Fees listed in Section 4-1.4 shall be waived for any organization qualified as nonprofit under Section 501(c)(3) of the Internal Revenue Code. (1991 Code § 133-4; Ord. No. 860 § 2; New; Ord. No. 1999-01 § 2; Ord. 2000-15, Amended, 07/21/2000; Ord. 2008-09)

e. No rebate or refund of any license fee or any part thereof shall be made by reason of retirement of licensee from business or by reason of the nonuse of such license for all or any portion of the licensed year, or by reason of a change of location or business or by reason of fire or other accident or other casualty rendering the use of such license ineffective

\* **Editor's Note:** For additional license application information and regulations, see Chapter XIII, Section 13-10.

#### 4-1.5 Contents of License.

Licenses shall be in a form which the Council prescribes by resolution and shall contain the following information:

- a. The name and address of the licensee.
- b. The number and type of the license and nature of the licensed activity.
- c. The address at which the licensed activity is conducted, if the activity is carried on at a fixed location.
- d. If the licensed activity is conducted from a vehicle, the make, model and license number of the vehicle.
- e. The expiration date of the license.
- f. Any other appropriate information which the Mayor and Council may require by resolution. (1991 Code § 133-5)

#### 4-1.6 License Record to be Kept.

The Borough Clerk shall keep a record of all licenses issued under this section. The record shall be in a form prescribed by resolution of the Council and shall contain the same information as is required by subsection 4-1.5 to be contained in the license. It shall also indicate the amount of the fee paid for the license, the date upon which payment was received, the date of the issuance of the license, whether the license is a new license or a renewal and any other information which the Mayor and Council may require by resolution. (1991 Code § 133-6)

#### 4-1.7 Display of License.

When the licensed activity is conducted at a fixed location or from a vehicle, the license shall be prominently displayed at the location or on the vehicle. In all other cases, the licensee shall have the license in his possession at all times and shall display it upon the request of any police officer or any person with whom he is doing business. (1991 Code § 133-7)

#### **4-1.8 Transferability.**

Except as otherwise provided, a license shall apply only to the person to whom it was issued and shall not be transferable to another person. Licenses may be transferred from place to place in cases where the licensed activity is conducted at a fixed location, but only with the approval of the Council by resolution. The general fee for the transfer of a license from place to place shall be five (\$10.00) dollars. (1991 Code § 133-8)

#### **4-1.9 Expiration; Renewal.**

Except where expressly provided otherwise, all licenses shall expire on December 31 of the year of issue at 12:00 midnight. Applications for the renewal of licenses shall be made not later than December 1 of the year of issue. (1991 Code § 133-9)

#### **4-1.10 Revocation of License.**

a. Any license or permit issued by the Borough may be revoked by the Council after notice and a hearing for any of the following causes:

1. Fraud or misrepresentation in any application for a permit or license.
2. Fraud, misrepresentation or other dishonesty in the conduct of the licensed activity.
3. A violation of any provision of this Code.
4. Conviction of the licensee for any crime or offense involving moral turpitude.
5. Conduct of the licensed activity, whether by the licensee himself or his agents or employees, in an unlawful manner or in a manner that constitutes a breach of the peace or a menace to the public health, safety or general welfare.

6 Failure to permit access to the licensed premises at all reasonable times by the borough licensing officer.

b. Whenever a license is issued immediately upon an application, pending the results of the investigation provided for by this section, such license may be summarily revoked if the result of the investigation is such as would have resulted in denial of the application. (1991 Code § 133-10; Ord. No. 860 § 2)

#### **4-1.11 Notice of Hearing.**

Notice of a hearing for the revocation of a license or permit shall be given, in writing, by the Borough Clerk. The notice shall specifically set forth the grounds upon which the proposed revocation is based and the time and place of the hearing. It shall be served by mailing a copy to the licensee at his last known address by certified mail, return receipt requested, at least five (5) days prior to the date set for the hearing. (1991 Code § 133-11)

#### **4-1.12 Hearing.**

At the hearing the licensee shall have the right to appear and be heard, to be represented by an attorney, to present witnesses in his own behalf, to cross-examine opposing witnesses and to have a permanent record made of the proceedings at his own expense. The Council shall revoke or suspend the license if it is satisfied by a preponderance of the evidence that the licensee is guilty of the acts charged. (1991 Code § 133-12)

#### **4-1.13 Reinstatement of Revoked or Denied Licenses.**

The Council may issue another license to a person whose license has been revoked or denied as provided in this section if, after a hearing, it is satisfied by clear and convincing evidence that the acts which led to the revocation or denial will not occur again; otherwise, no person whose license has been revoked or denied nor any person acting for him, directly or indirectly, shall be issued another license to carry on the same activity. (1991 Code § 133-13)

#### **4-1.14 Promulgation of Rules and Regulations.**

The Council may, by resolution, make rules and regulations which interpret or amplify any provisions of this section or for the purpose of administering the provisions of this section or making them more effective. No regulation shall be inconsistent with or alter or amend any provision of this section, and no regulation shall impose any requirement which is in addition to or greater than the requirements that are expressly or by implication imposed by any provision of this section. (1991 Code § 133-14)

#### **4-1.15 Violation and Penalties.**

Any person convicted by the Municipal Court of the Borough of Hightstown for a violation of the provision of this section shall be subject to a fine of not more than one hundred (\$100.00) dollars or imprisonment for a term not to exceed ninety (90) days, or both. Each day that a violation of the provisions of this section continues shall be considered as a separate offense. (1991 Code § 133-15; Ord. No. 860 § 2)

### **Section 4-3**

#### **SOLICITORS AND CANVASSERS\***

##### **Subsections:**

- 4-3.1 Definitions.**
- 4-3.2 License Required.**
- 4-3.3 Exceptions.**
- 4-3.4 Application.**
- 4-3.5 Licenses.**
- 4-3.6 Hours and Days of Activities.**

\* *Editor's Note: For additional licensing regulations and fees, see Section 4-1.*

#### **4-3.1 Definitions.**

As used in this section:

"Solicitor" shall mean a person, also known as a "canvasser," whether resident of the Borough or not, traveling either by foot, wagon, automobile, motor truck or any other type of conveyance from place to place, from house to house or from street to street, taking or attempting to take orders for sale of goods, wares and merchandise, personal property of any nature whatsoever for future delivery or for services to be furnished or performed in the future, whether or not the individual has, carries or exposes for sale a sample of the subject of the sale, with or without accepting in advance payment for the goods. The term "solicitor" shall also include any person who may be taking a poll or survey from house to house or on the streets or distributing advertisements or handbills. (1991 Code § 117-8)

#### **4-3.2 License Required.**

It shall be unlawful for any solicitor or canvasser to engage in such business within the Borough without first obtaining a license. (1991 Code § 117-9)

### 4-3.3 Exceptions.

This section shall not apply to any of the following persons:

- a. A person who has obtained a charitable solicitor's permit in accordance with Section 4-4.
- b. Any person distributing literature or handbills on behalf of a candidate for public office.
- c. Any veteran or volunteer fireman who holds a special license issued pursuant to N.J.S. 45:24-9. (1991 Code § 117-10)

### 4-3.4 Application.

In addition to the information required by subsection 4-1.2, the application for a solicitor's license shall indicate the place where the goods or property proposed to be sold, or orders taken for the sale thereof, are manufactured or produced, where such goods or products are located at the time the application is filed and the proposed method of delivery. (1991 Code § 117-11)

### 4-3.5 Licenses.

The Borough Clerk shall issue to each licensee a license on which shall appear the words " Solicitor License," the period for which the license is issued and the number of the license. During the time such licensee is engaged in soliciting, the license shall be carried with the Solicitor and presented upon request to any Police Officer or perspective customer. (1991 Code § 117-12)

### 4-3.6 Hours and Days of Activities.

No soliciting or canvassing activities shall be conducted before 9:00 a.m. or later than 7:00 p.m., nor on holidays. (1991 Code § 117-13; Ord. No. 1998-2 § 1)

## Section 4-11

### RETAIL FOOD ESTABLISHMENTS\*

#### Subsections:

#### 4-11.1 License Required.

#### 4-11.2 Investigation of Applicant.

#### 4-11.3 Suspension or Revocation of License.

\* *Editor's Note: For additional licensing regulations and fees, see Section 4-1.*

#### 4-11.1 License Required.

No person shall operate a retail food establishment as defined in the Retail Food Establishment Code of New Jersey, 1965, without having first obtained a license from the Borough and paid the required license fee pursuant to Chapter BH:IV of the Hightstown Borough Board of Health Code. (1991 Code § 105-1)

#### 4-11.2 Investigation of Applicant.

In addition to the requirements contained in Section 4-1, each application for a license under this section shall be investigated by the Borough Health Officer, who shall report his findings, in writing, to the Mayor and Council within a reasonable time. No license shall be issued unless the Health Officer reports that the applicant conforms to all provisions of the Retail Food Establishment Code. (1991 Code § 105-2)

#### **4-11.3 Suspension or Revocation of License.**

In addition to the grounds for revocation set forth in subsection 4-1.10, a license issued under this section may be suspended or revoked for failure to comply with any provision of the Retail Food Establishment Code. (1991 Code § 105-3)

Section 2. A new section 4-12 entitled "Retail Establishments" shall be added as follows:

#### **Section 4-12**

#### **RETAIL ESTABLISHMENTS\***

##### **Subsections:**

##### **4-12.1 Definitions.**

##### **4-12.2 License Required.**

##### **4-12.3 Exceptions.**

##### **4-12.4 Additional Application Requirements.**

##### **4-12.1 Definitions.**

As used in this section "Retail Establishment" shall mean any business engaging in:

- a. Selling of any goods or services; or
- b. Soliciting business or offering goods or services for hire; or
- c. Using any vehicle, machine or device, or any premises in the Borough of Hightstown for business purposes

##### **4-12.2 License Required.**

It shall be unlawful for any retail establishment to engage in any business within the Borough without first obtaining a license.

##### **4-12.3 Exceptions.**

This section shall not apply to any of the following establishments:

- a. Any establishment that has obtained an annual retail food license.
- b. Any establishment that has obtained a Coin-operated vending machine license (in coin-operated laundries).

##### **4-12.4 Additional Application Requirements.**

- a. In addition to general requirements stated in section 4-1, the application for a license shall also require:

1. That the use does not conflict with the regulations of Chapter 28, "Zoning".

#### **4-12.5 Suspension or Revocation of License.**

In addition to the grounds for revocation set forth in subsection 4-1.10, a license issued under this section may be suspended or revoked for failure to comply with any provision of the Retail Establishment Code.

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 2016-146 Authoring Payment of Bills**

Councilmember Kurs requested that the following bill be pulled from the bill list and voted on separately: Vendor R0537, Stiches N Ink for \$110

Councilmember Montferrat moved Resolution 2016-146 as amended; Councilmember Stults seconded.

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

Resolution adopted as amended: 6-0.

Council President Hansen moved Item R0537 for payment; Councilmember Stults seconded.

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

Resolution adopted: 5-0 with one abstention.

Resolution 2016-146

*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 \$5,251,763.02 from the following accounts:

|                       |  |                       |
|-----------------------|--|-----------------------|
| Current               |  | \$5,111,699.10        |
| W/S Operating         |  | 93,824.71             |
| General Capital       |  | 17,636.39             |
| Water/Sewer Capital   |  | 12,053.03             |
| Grant                 |  | 300.00                |
| Trust                 |  | 781.31                |
| Housing Trust         |  | 1,679.50              |
| Animal Control        |  | 28.20                 |
| Law Enforcement Trust |  | 0.00                  |
| Housing Rehab Loans   |  | 0.00                  |
| Unemployment Trust    |  | 0.00                  |
| Escrow                |  | <u>13,760.78</u>      |
|                       |  |                       |
| Total                 |  | <u>\$5,251,763.02</u> |

**Resolution 2016-147 Resolution of the Borough of Hightstown, in the County of Mercer, Authorizing the Execution of a Redevelopment Agreement for Portion of the Bank Street Redevelopment Area**

Council President Hansen moved Resolution 2016-147; Councilmember Misiura seconded.

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

Resolution adopted 6-0.

Resolution 2016-147

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

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, AUTHORIZING EXECUTION OF A REDEVELOPMENT AGREEMENT FOR PORTION OF THE BANK STREET REDEVELOPMENT AREA**

**WHEREAS**, pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq*, by Resolution 2003-19 duly adopted on December 1, 2003, the Borough Council (“Borough Council”) of the Borough of Hightstown (the “Borough”) designated the properties known as Tax Block 54, Lots 6-10, 13, 14.01, 16.01 & 23; Block 40, Lots 14-28; Block 33, Lots 1-30 & 32-36; Block 30, Lots 1-13; Block 28, Lots 56 & 57; and Block 21, Lots 1-14 & 26 on the Borough’s official tax map (collectively, the “Redevelopment Area”), as an “area in need of redevelopment”; and

**WHEREAS**, a revised redevelopment plan (“Redevelopment Plan”) containing development standards for that

portion of the Redevelopment Area which is known as Sub-Area I (Bank Street) was adopted by Ordinance Number 2015-04 of the Borough Council on April 20, 2015, which revised those redevelopment plans for the Redevelopment Area previously adopted by the Borough on September 7, 2004, October 2, 2006, and October 6, 2008; and

**WHEREAS**, RBG Hightstown, LLC (“RBG”) has presented to the Borough a plan for the redevelopment of that portion of the Redevelopment Area consisting of Block 30, Lots 1-7, Block 30, Lots 10-13, and Block 21, Lots 1-5 & 26 on the Borough’s official tax map (collectively, the “Project Area”), which constitutes part of Sub-Area I (Bank Street); and

**WHEREAS**, by Resolution 2016-42 duly adopted on February 1, 2016, the Borough Council designated RBG as the conditional redeveloper for the Project Area; and

**WHEREAS**, on February 1, 2016, the Borough and RBG entered into that certain Conditional Redeveloper’s Agreement (“Conditional Redeveloper’s Agreement”) for the purpose of setting forth the terms and conditions under which RBG would be designated the official redeveloper of the Project Area; and

**WHEREAS**, by Resolution 2016-119 duly adopted on May 16, 2016, the Borough Council extended RBG’s designation as conditional redeveloper for the Project Area, and the time period during which RBG was required to satisfy the terms and conditions of the Conditional Redeveloper’s Agreement, through September 30, 2016; and

**WHEREAS**, the Borough recognizes that RBG has now satisfied all the terms and conditions of the Conditional Redeveloper’s Agreement; and

**WHEREAS**, the Borough has reviewed the concept proposal submitted by RBG for the Project Area and found same consistent with the Borough’s goals for redeveloping the Project Area; and

**WHEREAS**, the Borough desires to designate RBG as the redeveloper of the Project Area and to authorize the execution of a redevelopment agreement by and between the Borough and RBG, in substantially the same form as that on file with the Borough Clerk (the “Redevelopment Agreement”).

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

**Section 1.** The aforementioned recitals are incorporated herein as though fully set forth at length.

**Section 2.** RBG is hereby designated as the redeveloper of the Project Area, subject to the execution by the Borough and RBG of the Redevelopment Agreement.

**Section 3.** The Mayor is authorized to execute the Redevelopment Agreement with RBG for the redevelopment of the Project Area, in substantially the same form as that on file with the Borough Clerk.

**Section 4.** This resolution shall take effect immediately.

**Resolution 2016-148 Waiving Fees for Certain Parking Permits**

Councilmember Stults moved Resolution 2016-148; Council President Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2016-148

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

**WAIVING FEES FOR CERTAIN PARKING PERMITS**

**WHEREAS** Rise (formerly known as the Community Action Service Center), a nonprofit agency serving Borough residents, has requested eight 2016-2017 parking permits for use by their staff, including four special permits for use in the Main Street parking lot and four permits for use in the Borough's permit parking area near Wells Fargo Bank; and

**WHEREAS**, Rise has requested that the fees for these permits be waived; and

**WHEREAS**, because Rise is an agency that receives financial support from, and serves residents of the Borough, the Mayor and Council wish to authorize issuance of said permits at no fee.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Borough Clerk shall issue Rise eight (8) 2016-2017 parking permits as detailed herein and that the fees for these permits shall be waived.

Borough Attorney, Fred Raffetto, asked that we address an issue that was brought to the attention of the Borough Administrator earlier today regarding the Detention Tanks Contract that was awarded by the Borough on June 6<sup>th</sup>. According to Public Contract Law, a contract must be awarded within 60 days of bid opening. Bid opening took place on May 3, 2016. Council awarded the contract to the low bidder on June 6<sup>th</sup> but the resolution stipulated that the award was conditional upon approval from the DEP. As of today, July 18<sup>th</sup>, we have not received approval from the DEP even though everything was sent to them in a timely manner. The contractor, The G. Meyer Group, informed Ms. Roberts today that since the 60 days has passed he has chosen not to hold his price. Ms. Roberts left a message for the contractor requesting that he reconsider holding his price for a few more days in the hopes that we will receive approval from DEP any day. Council could choose to award the contract to the next low bidder but the bid was \$50,000 higher or reject all bids and rebid the project. After discussion, it was agreed to hold a decision until the August meeting in the hopes that The G. Meyer Group would hold their original price and approval from the DEP would be forthcoming shortly.

**PUBLIC COMMENT PERIOD II**

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

**Eugene Sarafin, 628 South Main Street** – Stated that the 3 minute time limit for public comment is an insult to the public. Went on to say that he is amazed that local people can run a town but the State Senate cannot pass a gas tax. Spoke about how Chris Christie is hurting the State and how he feels bad for the Republican Party for running Donald Trump. Ended by saying that Council is doing a great job.

**Scott Caster, 12 Clover Lane** – Complimented our Police Department on how they conducted themselves making an arrest on a suspect that was resisting arrest, who had to be chased down. Suspect was injured in the midst of the arrest and our police officers were very considerate of his injuries. Police should be honored everyday for the work that they do. He asked Police Commissioner Kurs, to please let the Police Department know that they were complimented by a resident.

**Ed Difilia, Stonebrook Millstone Watershed Association** – Came out to talk about the Smoke Free Parking Ordinance. Statewide bill was just vetoed by the Governor. Governor will ban smoking in State Parks and beaches but leaving local parks up to the municipalities because of signage. If the Borough decides to move forward with an ordinance, there are free signs available through a grant from the Board of Health.

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

## **DISCUSSION**

### **Television and Movie Filming on Public Property**

Based on some recent events we realized that the Borough does not have any regulation for filming on Borough property. Mr. Raffetto and Mr. Underhill included a sample ordinance for discussion.

The incident in question was a video taken in front of the Firehouse and posted to YouTube. There was no permission granted from Mayor and Council or Administration of the Borough. We received comments from the public regarding the video.

Councilmember Kurs stated that we received communication from one individual which is not an outcry from the public. He is not convinced that one incident that one individual took exception to warranted the time and expense of putting an ordinance in place. In reviewing the sample ordinance, he brought to light that professional photographers taking photographs that are put on a dvd and viewed on a television, students working on school projects, photographs taken at the harvest fair or farmers market would all be in violation under this ordinance. He also pointed out that the video in question was not on TV but posted to YouTube. He continued by stating that the issue that was brought to our attention had more to do with the content of the video than it being filmed on public property. He wants to be cautious of Council taking steps that will infringe upon people's rights of free speech and expression. He ended by stating the fines listed in ordinance too high. We are not New York City, we are not shutting down our roads for filming of television shows.

Councilmember Stults stated that he agrees with everything that Mr. Kurs said. The person who shot the video and granted permission had the best intentions. A full permit is not needed. A heads up at Borough Hall is all that should be needed.

Councilmember Bluth agrees with Mr. Stults and Mr. Kurs. An ordinance is not needed.

Councilmember Misiura stated that Mr. Underhill sent out a directive regarding who can grant permission for this type of filming and he believes that this is enough. He and Mr. Underhill had a meeting with the Fire Chief and everyone realizes the proper procedure now.

After further discussion it was decided that no further action is needed.

## **SUBCOMMITTEE REPORTS**

Mr. Underhill and Councilmember Stults met with the architect and looked at preliminary options. Other options need to be looked at.

## **MAYOR/COUNCIL/ADMINISTRATIVE REPORTS**

### **Councilmember Stults**

**Downtown Business Meeting** – He and the Mayor had their monthly meeting with downtown businesses and one new business attended. He has heard from some businesses that they hadn't received any notice regarding the meeting. We are working to update a mailing list to make sure we get notice out to all businesses and possibly compile information from the meeting in a letter to everyone.

**Downtown Hightstown** – No news to report.

### **Councilmember Kurs**

**Police Department** – On July 10, 2016, Officers Larsen, Abbatemarco, and Esposito utilized naloxone to successfully reverse the effects of an opiate overdose in two separate incidents. Our first responders did an excellent job in saving two lives here in town. Our gratitude goes out to all those involved. Mayor Quattrone commented that he had spoken to the Chief regarding bringing the three officers before Council to be commended. His response was that the officers feel this is part of their job and they do not need to be recognized in public. Letters will be placed in their personnel files regarding their outstanding work.

**Truck Traffic on Dye & Summit Streets** – This has been a problem before and has been brought to our attention once again. The Chief of Police has been notified of the problem. The Police Department will look into and report back to Council.

### **Councilmember Bluth**

**Farmers Market** – Will continue on Thursday evenings until September 15<sup>th</sup>. Things are picking up with more vendors and live music

**Theatre in the Park** – Performances will be July 29<sup>th</sup> and 30<sup>th</sup> at 7:00 and July 31<sup>st</sup> at 3:00 in Association Park.

**Latino Festival** – Will be held July 30<sup>th</sup> from 12 – 5 in Rocky Brook Park.

**National Night Out** – August 2<sup>nd</sup> at Rocky Brook Park.

**Monet and Merlo** – Paint and Pour fundraiser hosted by the Cultural Arts Commission will take place on August 17<sup>th</sup>. The cost is \$40 per person and more information can be found on the Cultural Arts Commission's website.

### **Councilmember Montferrat**

**Harvest Fair** – Will be meeting tomorrow evening.

**Historic Preservation Commission** – Will be meeting Thursday evening.

**Latino Festival** – Will take place July 30<sup>th</sup> at Rocky Brook Park.

### **Councilmember Misiura**

**Fire Department** – Met with the Fire Chief regarding the filming of the video in front of the firehouse. He believes this issue is now resolved. There are on-going meetings with the fire department regarding the redevelopment process and we will continue meeting with them to find out their needs. This is an open process and if the Fire Department has any concerns they are to get in touch with Henry.

**Planning Board** – July meeting was cancelled as there was nothing on the agenda.

### **Council President Hansen**

Stated that she is very excited about the redevelopment agreement and that this is a landmark for Hightstown. She stated that Council has a good working relationship with the developer but there are still many steps ahead of us. Finished by stating that she has been undergoing medical treatments since January and her last treatment was today. She thanked Council for their support.

### **George Lang, CFO**

Let Council know that the current tax bills had went out to residents and that the tax rate is the same as it was in 2014. He stated that Hightstown's tax rate has remained stable since 2010.

**Henry Underhill, Borough Administrator**

Stated that the Fire Department spoke to him regarding repairs to the memorial in front of the firehouse. After discussion, Mr. Underhill recommended that the repairs be put off until next year because of the upcoming renovations to the firehouse.

**Mavor Quattrone**

**Police Department** – Once again thanked the officers for what they do for our community every day. Instructed the Deputy Clerk to make sure that letters are done and inserted into the three officer's personnel files.

**Downtown Businesses** – The meetings started off slow but he feels that are going good now and this is good for open communication. Thanked Councilmember Stults for his time on this.

**Old Ladder Truck** – Is ready to be picked up and should be leaving Hightstown soon.

Councilmember Montferrat moved to adjourn at 8:57 p.m.; Councilmember Misiura seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio  
Deputy Borough Clerk

**TAMARA LEE CONSULTING LLC**

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e-mail: tamaralee@tlecplan.com

**MEMORANDUM**

To: Hightstown Mayor and Council      From: Tamara L. Lee, PP, AICP, LLA, ASLA



Re: Housing Element      Date: June 17, 2016

The Planning Board has considered various options for revising the Borough's Housing Element and Fair Share Plan (HE&FSP). Once revised and adopted by the Planning Board, it will become an Amendment to the Borough's Master Plan. For Hightstown to demonstrate that it has done its due diligence in terms of affordable housing planning, the Borough will need to implement ordinances to enact the planning policies of the revised HE&FSP. Since the Governing Body is charged with the responsibility of adopting ordinances, the Planning Board would like to confer with the Governing Body to determine if the Mayor and Council are in agreement with the Planning Board before moving the issue forward. Therefore, the Planning Board is requesting that the Mayor and Council review and endorse and/or comment on these new proposed affordable housing policies. This memorandum summarizes the Planning Board's recommendations.

**Existing Housing Element and Fair Share Plan**

For comparison sake, the Fair Share Plan outlined in the current HE&FSP includes the following affordable housing mechanisms:

- South Academy I – one (1) unit by Habitat for Humanity (auctioned lot)
- South Academy II – one (1) unit on the Ordonez lot
- South Academy III – four (4) units by Habitat (two sets of twins)
- Williams Street – six (6) credits, including three (3) apartments on Williams Street and three (3) rental bonus credits
- Hightstown Group Home – three (3) units (extended deed restriction)
- South Academy Overlay Zone – sixteen to eighteen (16-18) units

In total, this plan generated thirty-one (31) to thirty-three (33) possible credits. It made reference to the Hightstown Housing Authority site, noting that it is “a critical piece of the fabric of Hightstown,” but no credit was assumed for the units there.

### **Proposed Revisions of the Housing Element and Fair Share Plan**

The Planning Board will revise the HE&FSP to include the recently completed Vacant Land Assessment. Absent a definitive affordable housing obligation number, the Vacant Land Assessment provides a reasonable quantification of the Borough's responsibility.

The Planning Board also considered the fact that the Borough has very little money with which to subsidize an affordable housing plan. Therefore the proposed Fair Share Plan utilizes rezoning as much as possible because that is the only affordable housing mechanism that is not associated with costs or subsidies.

### **The Borough's Affordable Housing Obligation**

To date, no credible affordable housing obligation numbers have been generated. The Vacant Land Assessment (VLA), as adjusted by the Court Master, represents an accurate affordable housing obligation for the Borough at this time. It indicates that Hightstown should be responsible for developing twelve (12) affordable housing units under Round III, plus the twenty (20) outstanding units remaining from prior Round II – creating a total obligation of thirty-two (32) units.

The difference between the Borough's affordable housing obligation number (whatever that may be determined to be someday) and the VLA number is known as the unmet need. The unmet need cannot be calculated at this time because there is no realistic number representing the Borough's Round III obligation. The Planning Board will consider various possible mechanisms for managing some unmet need obligation and be prepared to implement one or more of those mechanisms when the matter is finally resolved. Until then, the Borough will focus on implementing a plan for satisfying the Borough's new unit obligation and its rehab obligation, to the greatest extent possible.

The Planning Board has also considered a possibility that the ultimate redevelopment of the Rug Mill site may be greater than the VLA anticipates. If so, this site could generate an affordable housing obligation of up to thirty-four (34) units or more, compared to the eleven (11) units that the Court Master suggested. If significant redevelopment occurs on the Rug Mill site, the Borough's VLA might need to be adjusted and Hightstown's affordable housing obligation might increase from thirty-two (32) to as many as fifty-five (55) units (the difference between 34 and 11) or more.

### Proposed Fair Share Plan

The following represents the Planning Board's current recommendation for amending the Borough's Fair Share Plan. The Planning Board welcomes comments and suggestions from the Governing Body.

| Housing Mechanism                | # of Units    | Comments                                                                                                                                                    |
|----------------------------------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| South Academy I (Habitat)        | 1             | Constructed already                                                                                                                                         |
| South Academy II (Ordonez)       | 0             | Include property in S. Academy Redevt. Plan                                                                                                                 |
| South Academy III (Habitat)      | 4             | Approved project                                                                                                                                            |
| Williams Street                  | 3             | Approved project                                                                                                                                            |
| S. Academy Redevelopment Plan    | 15            | Generate a Redevt. Plan, existing uses become pre-existing, non-conforming uses.                                                                            |
| Affordable Infill Zoning Overlay | 6             | Make affordable housing permitted use with lesser setbacks, possible apt or 25K subsidy                                                                     |
| New boarding house               | 3-9           | Number of units depends on negotiations                                                                                                                     |
| HHA Overlay                      | 25-70         | 'overlay' debatable but provides more affordable housing, has greatest potential for maximizing the number of affordable units therefore worthy of defense. |
| <b>Total</b>                     | <b>57-108</b> | <b>Even the lowest total meets the highest expectation of the Borough's obligation (32-55 or more)</b>                                                      |

**South Academy I** - This is an existing affordable unit constructed by Habitat on a lot that had been sold at auction by the Borough.

**South Academy II** - This is an approved site plan for a triplex project. As a condition of the approval, one of the units must be an affordable unit. Though approved in 2006, the project has not been built. The Planning Board sees an opportunity to fold this site into a new initiative - a Redevelopment Plan for South Academy.

**South Academy III** - This is an approved four unit project to be constructed by Habitat. The Borough has subsidized this project with \$200,000, of which \$50,000 has already been paid. Construction is yet to be completed.

**Williams Street** - This is an approved project which includes ten (10) townhouses and six (6) apartments. Three (3) of the apartments must be affordable. The townhouses have been constructed and are occupied. The apartments are yet to be constructed.

**South Academy Redevelopment Plan** - South Academy was one of five sites, along with the Rug Mill site, to be identified as an area in need of redevelopment in the Borough's 2003 Determination of Need Report. Accordingly, it would be possible to prepare a Redevelopment Plan for South Academy in the event that a redeveloper can be identified for the area. Habitat for Humanity has prepared a master plan for the area and

the Hightstown Housing Authority has also expressed interest in possibly helping to redevelop the neighborhood.

**Affordable Infill Zoning Overlay** – The Vacant Land Assessment identified six (6) under sized lots in residential districts in the Borough. This proposal would be a new initiative to create an overlay for those six (6) lots. The overlay would need to include sufficient incentives to entice landowners or developers to create an affordable unit on the undersized lots. Those incentives may be relaxed bulk standards or permitted mother-in-law apartment uses that could serve as affordable accessory apartments or possibly a small subsidy.

**New Boarding House** – Depending on the success of potential negotiations, the Randolph Rooming House at 278 South Academy Street offers an opportunity to create three (3) to nine (9) affordable units. This is a new initiative.

**Hightstown Housing Authority** – The Planning Board proposes to devise an overlay zone for the Hightstown Housing Authority site such that, in the event that HUD relinquishes control of the site, the new owners would be required to exercise the overlay zone. The overlay would permit a number (yet to be determined) of the units to become market rate units in an effort to help subsidize the remaining affordable units. The overlay zone would stipulate a minimum number of affordable units that would be required to remain.

### **Summary**

This Fair Share Plan would generate a realistic opportunity to develop a significant number of affordable housing units in the Borough. Under these circumstances, it would be difficult for anyone to suggest that Hightstown is not doing everything it can to provide affordable housing in town. And yet nothing in this plan will radically change the character of the Borough or impede redevelopment efforts.

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

| Vendor # Name                                | PO #     | PO Date  | Description                   | Contract Amount | PO Type Charge Account | Acct Type Description                      | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice      | 1099 Excl |
|----------------------------------------------|----------|----------|-------------------------------|-----------------|------------------------|--------------------------------------------|----------|----------------|-----------|---------------|--------------|-----------|
| <b>A0554 ALL INDUSTRIAL SAFETY PRODUCTS</b>  |          |          |                               |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 16-01081 | 07/06/16 | SAFETY VESTS/CONE BARS        |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 1        |          | PR-SGMVGLY-L - ECONOMY MESH   | 47.40           | 6-01-26-290-001-032    | B Uniforms                                 | R        | 07/06/16       | 08/10/16  |               | QUOTE 211914 | N         |
|                                              | 2        |          | PR-SGMVGLY-XL - ECONOMY MESH  | 47.40           | 6-01-26-290-001-032    | B Uniforms                                 | R        | 07/06/16       | 08/10/16  |               | QUOTE 211914 | N         |
|                                              | 3        |          | JB-RCB6YB - RETRACTABLE CONE  | 86.00           | 6-01-26-290-001-032    | B Uniforms                                 | R        | 07/06/16       | 08/10/16  |               | QUOTE 211914 | N         |
|                                              | 4        |          | SHIPPING AND HANDLING         | 37.34           | 6-01-26-290-001-032    | B Uniforms                                 | R        | 07/25/16       | 08/10/16  |               | 211914       | N         |
|                                              |          |          |                               | 218.14          |                        |                                            |          |                |           |               |              |           |
|                                              |          |          | Vendor Total:                 | 218.14          |                        |                                            |          |                |           |               |              |           |
| <b>A0164 ALLIED BOILER REPAIR CORP.</b>      |          |          |                               |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 16-01128 | 07/11/16 | INV #15326                    |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 1        |          | INV #15326                    | 795.10          | 6-09-55-501-002-503    | B Sewer Plant Maintenance                  | R        | 07/11/16       | 08/10/16  |               | 15326        | N         |
|                                              |          |          | Vendor Total:                 | 795.10          |                        |                                            |          |                |           |               |              |           |
| <b>A0098 ALTERNATIVE MICROGRAPHICS, INC.</b> |          |          |                               |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 16-01090 | 07/06/16 | RECORDS RESTORATION           |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 1        |          | INV 28471                     | 732.23          | C-04-55-872-001-445    | B Cleaning, Freeze Drying, etc             | R        | 07/06/16       | 08/10/16  |               | 28471        | N         |
|                                              |          |          | Vendor Total:                 | 732.23          |                        |                                            |          |                |           |               |              |           |
| <b>AMERIO10 AMERIFENCE, LLC</b>              |          |          |                               |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 16-01024 | 06/23/16 | LIFTMASTER GATE OPENER OAK LN |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 1        |          | LIFTMASTER GATE OPENER OAK LN | 5,120.00        | C-08-55-949-001-544    | B RES 2014-12 MISC WATER/SEWER IMPROVEMENT | R        | 06/23/16       | 08/10/16  |               |              | N         |
|                                              | 16-01206 | 07/27/16 | ESTIMATE #2016-95             |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 1        |          | ESTIMATE #2016-95             | 150.00          | 6-09-55-501-002-503    | B Sewer Plant Maintenance                  | R        | 07/27/16       | 08/10/16  |               |              | N         |
|                                              |          |          | Vendor Total:                 | 5,270.00        |                        |                                            |          |                |           |               |              |           |
| <b>A0107 ANSELL GRIMM &amp; ARRON, PC</b>    |          |          |                               |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 16-01289 | 08/08/16 | JUNE ATTORNEY INVOICES        |                 |                        |                                            |          |                |           |               |              |           |
|                                              | 1        |          | 283902 GENERAL FILE 2016      | 1,134.00        | 6-01-20-155-001-032    | B LEGAL COUNCIL-GENERAL MATTERS            | R        | 08/08/16       | 08/10/16  |               | 283902       | N         |

| Vendor # Name                                       | PO #     | PO Date                        | Description                | Contract Amount | PO Type Charge Account | Acct Type Description             | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice      | 1099 Excl |
|-----------------------------------------------------|----------|--------------------------------|----------------------------|-----------------|------------------------|-----------------------------------|----------|----------------|-----------|---------------|--------------|-----------|
| <b>A0107 ANSELL GRIMM &amp; ARRON, PC Continued</b> |          |                                |                            |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 16-01289 | 08/08/16                       | JUNE ATTORNEY INVOICES     |                 |                        | Continued                         |          |                |           |               |              |           |
|                                                     | 2        | 283919                         | ORDINANCES                 | 135.00          | 6-01-20-155-001-032    | B LEGAL COUNCIL-GENERAL MATTERS   | R        | 08/08/16       | 08/10/16  |               | 283919       | N         |
|                                                     | 3        | 283904                         | ENGINEERING MATTERS        | 54.00           | 6-01-20-155-001-032    | B LEGAL COUNCIL-GENERAL MATTERS   | R        | 08/08/16       | 08/10/16  |               | 283904       | N         |
|                                                     | 4        | 283905                         | MEETINGS 2016              | 675.00          | 6-01-20-155-001-029    | B Attendance at Council Meetings  | R        | 08/08/16       | 08/10/16  |               | 283905       | N         |
|                                                     | 5        | 283906                         | LITIGATION                 | 81.00           | 6-01-20-155-001-033    | B Litigation                      | R        | 08/08/16       | 08/10/16  |               | 283906       | N         |
|                                                     | 6        | 283907                         | LITIGATION                 | 297.00          | 6-01-20-155-001-033    | B Litigation                      | R        | 08/08/16       | 08/10/16  |               | 283907       | N         |
|                                                     | 7        | 283908                         | POLICE MATTERS 2016        | 13.50           | 6-01-20-155-001-031    | B Labor,Personnel & Union Council | R        | 08/08/16       | 08/10/16  |               | 283908       | N         |
|                                                     | 8        | 283909                         | GENERAL TAX APPEALS        | 94.50           | 6-01-20-150-001-196    | B Tax Appeals                     | R        | 08/08/16       | 08/10/16  |               | 283909       | N         |
|                                                     | 9        | 283910                         | AFFORDABLE HOUSING         | 27.00           | 6-01-20-155-001-033    | B Litigation                      | R        | 08/08/16       | 08/10/16  |               | 283910       | N         |
|                                                     | 10       | 283911                         | LITIGATION                 | 121.50          | 6-01-20-155-001-033    | B Litigation                      | R        | 08/08/16       | 08/10/16  |               | 283911       | N         |
|                                                     | 11       | 283912                         | ENCHANTMENT ASSOC ISSUE    | 351.00          | 6-01-20-155-001-033    | B Litigation                      | R        | 08/08/16       | 08/10/16  |               | 283912       | N         |
|                                                     | 12       | 283914                         | AFFORDABLE HOUSING         | 189.00          | 6-01-20-155-001-032    | B LEGAL COUNCIL-GENERAL MATTERS   | R        | 08/08/16       | 08/10/16  |               | 283914       | N         |
|                                                     |          |                                |                            | <u>3,172.50</u> |                        |                                   |          |                |           |               |              |           |
|                                                     |          |                                | Vendor Total:              | 3,172.50        |                        |                                   |          |                |           |               |              |           |
| <b>A1014 APPROVED FIRE PROTECTION, INC.</b>         |          |                                |                            |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 16-00985 | 06/21/16                       | REPLACE SENSOR             |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 1        | SENT EXPLOSION METER TO        |                            | 276.40          | 6-09-55-501-002-529    | B Sewer Main Repair/Supplies      | R        | 06/21/16       | 08/10/16  |               | I1167733     | N         |
|                                                     |          |                                | Vendor Total:              | 276.40          |                        |                                   |          |                |           |               |              |           |
| <b>A0054 AQUA PRO-TECH LABORATORIES</b>             |          |                                |                            |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 16-01054 | 06/28/16                       | INV #6050142M              |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 1        | INVOICE #6050142M              |                            | 618.00          | 6-09-55-501-002-532    | B Outside Lab Testing             | R        | 06/28/16       | 08/10/16  |               | 6050142M     | N         |
|                                                     | 16-01175 | 07/21/16                       | INV #6060069M              |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 1        | INV #6060069M                  |                            | 278.00          | 6-09-55-501-002-532    | B Outside Lab Testing             | R        | 07/21/16       | 08/10/16  |               | 6060069M     | N         |
|                                                     |          |                                | Vendor Total:              | 896.00          |                        |                                   |          |                |           |               |              |           |
| <b>ATTWI005 AT&amp;T WIRELESS</b>                   |          |                                |                            |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 16-01283 | 08/08/16                       | 287258726345 6/13- 7/12/16 |                 |                        |                                   |          |                |           |               |              |           |
|                                                     | 1        | 287258726345 6/13- 7/12/16 HPD |                            | 339.73          | 6-01-31-440-001-090    | B Telephone-verizon-Police Phones | R        | 08/08/16       | 08/10/16  |               | 287258726345 | N         |
|                                                     | 2        | 287258726345 6/13- 7/12/16 WTP |                            | 98.47           | 6-09-55-501-003-550    | B Telephone-water Dept-NEXTEL     | R        | 08/08/16       | 08/10/16  |               | 287258726345 | N         |
|                                                     | 3        | 287258726345 6/13-7/12/16AWTP  |                            | 87.88           | 6-09-55-501-003-548    | B Telephone-SPRINT                | R        | 08/08/16       | 08/10/16  |               | 287258726345 | N         |

| Vendor # Name                                  | PO #     | PO Date                   | Description                    | Contract            | PO Type                   | Stat/Chk                     | First Enc Date | Rcvd Date | Chk/Void Date | Invoice      | 1099 Excl |
|------------------------------------------------|----------|---------------------------|--------------------------------|---------------------|---------------------------|------------------------------|----------------|-----------|---------------|--------------|-----------|
| <b>ATTWI005 AT&amp;T WIRELESS</b>              |          |                           |                                |                     |                           |                              |                |           |               |              |           |
|                                                | 16-01283 | 08/08/16                  | 287258726345 6/13- 7/12/16     | Continued           |                           |                              |                |           |               |              |           |
|                                                | 4        | 287258726345              | 6/13-7/12/16 DPW               | 196.22              | 6-01-31-440-001-079       | B Telephone-VERIZON WIRELESS | R              | 08/08/16  | 08/10/16      | 287258726345 | N         |
|                                                |          |                           |                                | 722.30              |                           |                              |                |           |               |              |           |
|                                                |          |                           | Vendor Total:                  | 722.30              |                           |                              |                |           |               |              |           |
| <b>AUTOM005 AUTOMATIC COMMUNICATIONS ALARM</b> |          |                           |                                |                     |                           |                              |                |           |               |              |           |
|                                                | 16-00981 | 06/21/16                  | PROPOSAL FOR ANNUAL INSPECTION |                     |                           |                              |                |           |               |              |           |
|                                                | 1        | ANNUAL INSPECTION OF FIRE | 300.00                         | 6-09-55-501-002-503 | B Sewer Plant Maintenance | R                            | 06/21/16       | 08/10/16  |               |              | N         |
|                                                |          |                           | Vendor Total:                  | 300.00              |                           |                              |                |           |               |              |           |
| <b>B0011 BEN MILLER</b>                        |          |                           |                                |                     |                           |                              |                |           |               |              |           |
|                                                | 16-01276 | 08/04/16                  | REIMBURSEMENT - MILLER         |                     |                           |                              |                |           |               |              |           |
|                                                | 1        | REIMBURSEMENT - MILLER    | 350.24                         | 6-01-25-240-001-119 | B Community Policing      | R                            | 08/04/16       | 08/11/16  |               |              | N         |
|                                                |          |                           | Vendor Total:                  | 350.24              |                           |                              |                |           |               |              |           |
| <b>B0921 BRITTON INDUSTRIES, INC</b>           |          |                           |                                |                     |                           |                              |                |           |               |              |           |
|                                                | 16-01223 | 08/02/16                  | JULY 2016 YARD WASTE DISPOSAL  |                     |                           |                              |                |           |               |              |           |
|                                                | 1 INV.   | 0056706-IN                | 65.75                          | 6-01-26-311-001-168 | B Yardwaste               | R                            | 08/02/16       | 08/10/16  |               | 0056706-IN   | N         |
|                                                | 2 INV.   | 0058575-IN                | 41.50                          | 6-01-26-311-001-168 | B Yardwaste               | R                            | 08/02/16       | 08/10/16  |               | 0058575-IN   | N         |
|                                                | 3 INV.   | 0058950-IN                | 73.25                          | 6-01-26-311-001-168 | B Yardwaste               | R                            | 08/02/16       | 08/10/16  |               | 0058950-IN   | N         |
|                                                | 4 INV.   | 0059947-IN                | 37.75                          | 6-01-26-311-001-168 | B Yardwaste               | R                            | 08/02/16       | 08/10/16  |               | 0059947-IN   | N         |
|                                                | 5 INV.   | 0060733-IN                | 66.25                          | 6-01-26-311-001-168 | B Yardwaste               | R                            | 08/02/16       | 08/10/16  |               | 0060733-IN   | N         |
|                                                |          |                           | 284.50                         |                     |                           |                              |                |           |               |              |           |
|                                                |          |                           | Vendor Total:                  | 284.50              |                           |                              |                |           |               |              |           |
| <b>C0396 CAVANAUGH'S, INC.</b>                 |          |                           |                                |                     |                           |                              |                |           |               |              |           |
|                                                | 16-01161 | 07/21/16                  | MONTHLY PEST SERVICE           |                     |                           |                              |                |           |               |              |           |
|                                                | 1 INV.   | 618520 - MONTHLY PEST     | 20.00                          | 6-01-26-310-001-029 | B Maintenance Contracts   | R                            | 07/21/16       | 08/10/16  |               | 618520       | N         |
|                                                | 2 INV.   | 618521 - MONTHLY PEST     | 20.00                          | 6-01-26-310-001-029 | B Maintenance Contracts   | R                            | 07/21/16       | 08/10/16  |               | 618521       | N         |
|                                                |          |                           | 40.00                          |                     |                           |                              |                |           |               |              |           |
|                                                |          |                           | Vendor Total:                  | 40.00               |                           |                              |                |           |               |              |           |

| Vendor # Name                        | PO #          | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description | Stat/Chk                               | First Enc Date | Rcvd Date | Chk/Void Date | Invoice         | 1099 Excl |
|--------------------------------------|---------------|----------|--------------------------------|-----------------|------------------------|-----------------------|----------------------------------------|----------------|-----------|---------------|-----------------|-----------|
| <b>C0752 CHAD REED</b>               |               |          |                                |                 |                        |                       |                                        |                |           |               |                 |           |
|                                      | 16-01200      | 07/25/16 | REIMBURSEMENT MEMBERSHIP       | NAFI            |                        |                       |                                        |                |           |               |                 |           |
|                                      | 1             |          | REIMBURSEMENT MEMBERSHIP       | NAFI            | 65.00                  | 6-01-25-256-002-044   | B Professional Association Dues        | R              | 07/25/16  | 08/10/16      | REIMBURSEMENT   | N         |
|                                      | Vendor Total: |          |                                |                 | 65.00                  |                       |                                        |                |           |               |                 |           |
| <b>CHRIS010 CHRISTINE JOHNSON</b>    |               |          |                                |                 |                        |                       |                                        |                |           |               |                 |           |
|                                      | 16-01243      | 08/03/16 | ASST. DIRECTOR STIPENDS        |                 |                        |                       |                                        |                |           |               |                 |           |
|                                      | 1             |          | ASST. DIRECTOR -IMPROV         |                 | 100.00                 | T-12-56-286-000-885   | B PARKS & RECS/SHAKESPEARE IN THE PARK | R              | 08/03/16  | 08/10/16      | IMPROV          | N         |
|                                      | 2             |          | ASST. DIRECTOR -MUSICAL THEATR |                 | 300.00                 | T-12-56-286-000-885   | B PARKS & RECS/SHAKESPEARE IN THE PARK | R              | 08/03/16  | 08/10/16      | MUSICAL THEATRE | N         |
|                                      | 3             |          | ASST. DIRECTOR -SHAKESPEARE    |                 | 200.00                 | T-12-56-286-000-885   | B PARKS & RECS/SHAKESPEARE IN THE PARK | R              | 08/03/16  | 08/10/16      | SHAKESPEARE     | N         |
|                                      | Vendor Total: |          |                                |                 | 600.00                 |                       |                                        |                |           |               |                 |           |
| <b>C0058 CINTAS CORPORATION #061</b> |               |          |                                |                 |                        |                       |                                        |                |           |               |                 |           |
|                                      | 16-00230      | 02/05/16 | 2016 Uniform Contract          |                 |                        | B                     |                                        |                |           |               |                 |           |
|                                      | 24            | INV      | 061240893 DATED 6/03/16        |                 | 72.87                  | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061240893       | N         |
|                                      | 25            | INV      | 061244626 DATED 6/10/16        |                 | 72.87                  | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061244626       | N         |
|                                      | 26            | INV      | 061248521 DATED 6/17/16        |                 | 105.37                 | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061248521       | N         |
|                                      | 27            | INV      | 061252281 DATED 6/24/16        |                 | 130.85                 | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061252281       | N         |
|                                      | 28            | INV      | 061256067 DATED 7/1/16         |                 | 72.87                  | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061256067       | N         |
|                                      | 29            | INV      | 061259770 DATED 7/8/16         |                 | 72.87                  | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061259770       | N         |
|                                      | 30            | INV      | 061263656 DATED 7/15/16        |                 | 72.87                  | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061263656       | N         |
|                                      | 31            | INV      | 061267436 DATED 7/22/16        |                 | 72.87                  | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061267436       | N         |
|                                      | 32            | INV      | 061271245 DATED 7/29/16        |                 | 101.86                 | 6-09-55-501-002-507   | B Uniforms & Safety Equipment          | R              | 02/05/16  | 08/10/16      | 061271245       | N         |
|                                      | Vendor Total: |          |                                |                 | 775.30                 |                       |                                        |                |           |               |                 |           |
| <b>C0023 COMCAST</b>                 |               |          |                                |                 |                        |                       |                                        |                |           |               |                 |           |
|                                      | 16-01294      | 08/09/16 | 8499052430034100 DATED 8/2/16  |                 |                        |                       |                                        |                |           |               |                 |           |
|                                      | 1             |          | 8499052430034100 DATED 8/2/16  |                 | 144.85                 | 6-01-20-140-001-060   | B Internet Services and Web Services   | R              | 08/09/16  | 08/10/16      | 849905243003410 | N         |
|                                      | Vendor Total: |          |                                |                 | 144.85                 |                       |                                        |                |           |               |                 |           |

| Vendor # Name                                | PO #          | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description           | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice       | 1099 Excl |
|----------------------------------------------|---------------|----------|--------------------------------|-----------------|------------------------|---------------------------------|----------|----------------|-----------|---------------|---------------|-----------|
| <b>COMCA005 COMCAST BUSINESS</b>             |               |          |                                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 16-01258      | 08/04/16 | 930909813 DATED 7/15/16        |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 1             |          | 930909813 DATED 7/15/16        | 195.30          | 6-01-25-240-001-094    | B COMPUTER/SERVICE & SUPPORT    | R        | 08/04/16       | 08/10/16  |               | 44600173      | N         |
|                                              | Vendor Total: |          |                                | 195.30          |                        |                                 |          |                |           |               |               |           |
| <b>C1092 CORRPRO WATERWORKS COMPANIES</b>    |               |          |                                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 16-00232      | 02/05/16 | CATHODIC PROTECTION TOWERS     |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 1             |          | CATHODIC PROTECTION - WATER    | 2,340.00        | 6-09-55-501-001-518    | B Maint. Contracts - Plant      | R        | 02/05/16       | 08/10/16  |               | 64655         | N         |
|                                              | Vendor Total: |          |                                | 2,340.00        |                        |                                 |          |                |           |               |               |           |
| <b>C0931 Creston Hydraulics, Inc.</b>        |               |          |                                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 16-01078      | 07/06/16 | HYDRAULIC HOSES                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 1             |          | INV. 341985-001 - HYD HOSE     | 157.35          | 6-01-26-290-001-034    | B Motor Vehicle Parts & Access. | R        | 07/06/16       | 08/10/16  |               | 341985-001    | N         |
|                                              | Vendor Total: |          |                                | 157.35          |                        |                                 |          |                |           |               |               |           |
| <b>C0087 CUSTOM BANDAG, INC</b>              |               |          |                                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 16-01168      | 07/21/16 | TIRES FOR VOLVO                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 1             |          | INV. 80109079 -TIRES FOR VOLVO | 1,011.00        | 6-01-26-315-001-132    | B Vehicle Maint. - Public Works | R        | 07/21/16       | 08/10/16  |               | 80109079      | N         |
|                                              | Vendor Total: |          |                                | 1,011.00        |                        |                                 |          |                |           |               |               |           |
| <b>D0050 DEPT OF CHILDREN &amp; FAMILIES</b> |               |          |                                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 16-01239      | 08/02/16 | MARRIAGE/CIVIL UNION 2QTR 2016 |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 1             |          | MARRIAGE/CIVIL UNION 2QTR 2016 | 125.00          | 6-01-55-003-000-001    | B Due To NJ - Marriage Licenses | R        | 08/02/16       | 08/10/16  |               |               | N         |
|                                              | Vendor Total: |          |                                | 125.00          |                        |                                 |          |                |           |               |               |           |
| <b>D0070 DOCUMENT CONCEPTS</b>               |               |          |                                |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 16-01073      | 07/05/16 | BAIL RECOGNIZANCE FORMS 4 PT   |                 |                        |                                 |          |                |           |               |               |           |
|                                              | 1             |          | BAIL RECOGNIZANCE FORMS 4 PT   | 217.00          | 6-01-20-176-000-036    | B Office Supplies               | R        | 07/05/16       | 08/10/16  |               | 500 4 PT BAIL | R N       |
|                                              | 2             |          | UPS SHIPPING                   | 20.00           | 6-01-20-176-000-036    | B Office Supplies               | R        | 07/05/16       | 08/10/16  |               | UPS 4 PT BAIL | R N       |
|                                              |               |          |                                | 237.00          |                        |                                 |          |                |           |               |               |           |
|                                              | Vendor Total: |          |                                | 237.00          |                        |                                 |          |                |           |               |               |           |





| Vendor # Name                                | PO #          | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description         | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice      | 1099 Excl |
|----------------------------------------------|---------------|----------|--------------------------------|-----------------|------------------------|-------------------------------|----------|----------------|-----------|---------------|--------------|-----------|
| <b>FIRST010 FIRST BATALION FIRE FIGHTING</b> |               |          |                                |                 |                        |                               |          |                |           |               |              |           |
|                                              | 16-00945      | 06/13/16 | FIRE HOSE                      |                 |                        |                               |          |                |           |               |              |           |
|                                              | 1             |          | FIRE HOSE PER QUOTE OF 5/23/16 | 4,748.00        | 6-01-25-252-002-128    | B Purchase of Hardware-Foam   | R        | 06/13/16       | 08/10/16  |               |              | N         |
|                                              | Vendor Total: |          |                                | 4,748.00        |                        |                               |          |                |           |               |              |           |
| <b>G0181 FRANKLIN-GRIFFITH, LLC</b>          |               |          |                                |                 |                        |                               |          |                |           |               |              |           |
|                                              | 16-01167      | 07/21/16 | 50 W MED - LIGHT BULBS         |                 |                        |                               |          |                |           |               |              |           |
|                                              | 1             |          | INV. S1825988.001 - 50 W MH    | 108.84          | 6-01-26-290-001-127    | B Street Repair & Maintenance | R        | 07/21/16       | 08/10/16  |               | S1825988.001 | N         |
|                                              | 16-01174      | 07/21/16 | INV #S1828291.001              |                 |                        |                               |          |                |           |               |              |           |
|                                              | 1             |          | ITEM #QHE2X32T8 BALLAST        | 44.10           | 6-09-55-501-002-503    | B Sewer Plant Maintenance     | R        | 07/21/16       | 08/10/16  |               | S1828291     | N         |
|                                              | 16-01224      | 08/02/16 | LOCKOUT WALL SWITCHES          |                 |                        |                               |          |                |           |               |              |           |
|                                              | 1             |          | INV. S1830307 - WALL SWITCHES  | 32.36           | 6-01-26-310-001-024    | B Building Maintenance        | R        | 08/02/16       | 08/10/16  |               | S1830307     | N         |
|                                              | 2             |          | INV. S1830309 - WALL SWITCHES  | 32.36           | 6-01-26-310-001-024    | B Building Maintenance        | R        | 08/02/16       | 08/10/16  |               | S1830309     | N         |
|                                              |               |          |                                | 64.72           |                        |                               |          |                |           |               |              |           |
|                                              | Vendor Total: |          |                                | 217.66          |                        |                               |          |                |           |               |              |           |
| <b>G0060 GEIGER PUMP &amp; EQUIPMENT CO</b>  |               |          |                                |                 |                        |                               |          |                |           |               |              |           |
|                                              | 16-00960      | 06/15/16 | SECONDARY CLARIFIER            |                 |                        |                               |          |                |           |               |              |           |
|                                              | 1             |          | PART #10001033-002 IDLEIR      | 579.87          | 6-09-55-501-002-503    | B Sewer Plant Maintenance     | R        | 06/15/16       | 08/10/16  |               |              | N         |
|                                              | 2             |          | FREIGHT                        | 8.56            | 6-09-55-501-002-503    | B Sewer Plant Maintenance     | R        | 07/26/16       | 08/10/16  |               | I1603489     | N         |
|                                              |               |          |                                | 588.43          |                        |                               |          |                |           |               |              |           |
|                                              | Vendor Total: |          |                                | 588.43          |                        |                               |          |                |           |               |              |           |
| <b>G1077 GEORGE S. COYNE CO., INC.</b>       |               |          |                                |                 |                        |                               |          |                |           |               |              |           |
|                                              | 16-01188      | 07/25/16 | SUPERFLOC INV 243221 6/29/16   |                 |                        |                               |          |                |           |               |              |           |
|                                              | 1             |          | SUPERFLOC INV 243221 6/29/16   | 539.06          | 6-09-55-501-002-554    | B ZETA LYTE 1A POLYMER        | R        | 07/25/16       | 08/10/16  |               | 243221       | N         |
|                                              | Vendor Total: |          |                                | 539.06          |                        |                               |          |                |           |               |              |           |

| Vendor # Name                           | PO #          | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description           | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice         | 1099 Excl |
|-----------------------------------------|---------------|----------|--------------------------------|-----------------|------------------------|---------------------------------|----------|----------------|-----------|---------------|-----------------|-----------|
| <b>G0038 GOLD TYPE BUSINESS MACHINE</b> |               |          |                                |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 16-01154      | 07/19/16 | E-TICKET BILLING 2ND QUARTER   |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 1             |          | E-TICKET BILLING 2ND QUARTER   | 1,835.34        | 6-01-25-240-001-130    | B Police E-Ticket               | R        | 07/19/16       | 08/10/16  |               |                 | N         |
|                                         | Vendor Total: |          |                                | 1,835.34        |                        |                                 |          |                |           |               |                 |           |
| <b>GRET005 GRETCHEN GILROY</b>          |               |          |                                |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 16-01247      | 08/03/16 | MILEAGE MAY 6 - JULY 29, 2016  |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 1             |          | MILEAGE MAY 6 - JULY 29, 2016  | 115.67          | 6-01-20-176-000-045    | B MILEAGE                       | R        | 08/03/16       | 08/11/16  |               | 5/6-7/29/16 MLG | N         |
|                                         | Vendor Total: |          |                                | 115.67          |                        |                                 |          |                |           |               |                 |           |
| <b>H 85 HACH CO.</b>                    |               |          |                                |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 16-00956      | 06/15/16 | QUOTE #100167368V1             |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 1             |          | ITEM #35253 SODIUM THIOSULFATE | 34.28           | 6-09-55-501-002-506    | B Lab. Equipment & Supplies     | R        | 06/15/16       | 08/10/16  |               |                 | N         |
|                                         | 2             |          | ITEM #4447169 AMMONIA ADJUSTER | 103.68          | 6-09-55-501-002-506    | B Lab. Equipment & Supplies     | R        | 06/15/16       | 08/10/16  |               |                 | N         |
|                                         | 3             |          | ITEM #ISENH318101 AMMONIA      | 604.66          | 6-09-55-501-002-506    | B Lab. Equipment & Supplies     | R        | 06/15/16       | 08/10/16  |               |                 | N         |
|                                         | 4             |          | ITEM #2428550 M-FC/ROSOLIC     | 68.55           | 6-09-55-501-002-506    | B Lab. Equipment & Supplies     | R        | 06/15/16       | 08/10/16  |               |                 | N         |
|                                         |               |          |                                | <u>811.17</u>   |                        |                                 |          |                |           |               |                 |           |
|                                         | Vendor Total: |          |                                | 811.17          |                        |                                 |          |                |           |               |                 |           |
| <b>H0276 HARTER EQUIPMENT, INC.</b>     |               |          |                                |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 16-01229      | 08/02/16 | DOZER/BACKHOE SERVICE/REPAIRS  |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 1             |          | INV. S66073 - REPAIR TO FUEL   | 1,500.00        | 6-09-55-501-001-548    | B Water Truck Renovations       | R        | 08/02/16       | 08/10/16  |               | S66073          | N         |
|                                         | 2             |          | INV. S66073 - REPAIR TO FUEL   | 1,393.81        | 6-01-26-290-001-034    | B Motor Vehicle Parts & Access. | R        | 08/02/16       | 08/10/16  |               | S66073          | N         |
|                                         | 3             |          | INV. P41287 - BUCKET EDGE      | 354.83          | 6-01-28-369-001-139    | B Mower Repairs                 | R        | 08/02/16       | 08/10/16  |               | P41287          | N         |
|                                         | 4             |          | INV. P41348 - BUCKET EDGE      | 379.26          | 6-01-28-369-001-139    | B Mower Repairs                 | R        | 08/02/16       | 08/10/16  |               | P41348          | N         |
|                                         |               |          |                                | <u>3,627.90</u> |                        |                                 |          |                |           |               |                 |           |
|                                         | Vendor Total: |          |                                | 3,627.90        |                        |                                 |          |                |           |               |                 |           |
| <b>H1100 HOME DEPOT CREDIT SERVICES</b> |               |          |                                |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 16-01135      | 07/13/16 | JUNE/JULY 2016 INVOICES        |                 |                        |                                 |          |                |           |               |                 |           |
|                                         | 1             |          | INV. 4032188 - SCREWS          | 9.37            | 6-01-28-369-001-141    | B Parks & Playgrd Maintenance   | R        | 07/13/16       | 08/10/16  |               | 4032188         | N         |
|                                         | 2             |          | INV. 4032231 - SANDING BELT    | 9.97            | 6-01-28-369-001-141    | B Parks & Playgrd Maintenance   | R        | 07/13/16       | 08/10/16  |               | 4032231         | N         |
|                                         | 3             |          | INV. 9032885 - NOZZLE/CONCRETE | 24.24           | 6-01-26-290-001-127    | B Street Repair & Maintenance   | R        | 07/13/16       | 08/10/16  |               | 9032885         | N         |
|                                         | 4             |          | INV. 9032888 - CONCRETE        | 4.15            | 6-01-26-290-001-127    | B Street Repair & Maintenance   | R        | 07/13/16       | 08/10/16  |               | 9032888         | N         |

| Vendor # Name                                     | PO #              | PO Date    | Description                 | Amount    | Contract Charge Account | PO Type Acct Type Description          | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date Invoice | 1099 Excl |
|---------------------------------------------------|-------------------|------------|-----------------------------|-----------|-------------------------|----------------------------------------|----------|----------------|-----------|-----------------------|-----------|
| <b>H1100 HOME DEPOT CREDIT SERVICES Continued</b> |                   |            |                             |           |                         |                                        |          |                |           |                       |           |
|                                                   | 16-01135          | 07/13/16   | JUNE/JULY 2016 INVOICES     |           |                         | Continued                              |          |                |           |                       |           |
|                                                   | 5 INV.            | 2042349    | - TAPE/SCREWS               | 92.28     | 6-09-55-501-002-503     | B Sewer Plant Maintenance              | R        | 07/13/16       | 08/10/16  | 2042349               | N         |
|                                                   | 6 ONLINE ORDER    | W499983529 | -                           | 60.67     | 6-01-26-310-001-024     | B Building Maintenance                 | R        | 07/13/16       | 08/10/16  | W499983529            | N         |
|                                                   | 7 ONLINE ORDER    | W499983529 | -                           | 3.97      | 6-01-26-310-001-024     | B Building Maintenance                 | R        | 07/13/16       | 08/10/16  | W499983529            | N         |
|                                                   | 8 INV.            | 1042405    | - PAINT/THINNER             | 88.79     | 6-09-55-501-001-503     | B Water Plant Maintenance              | R        | 07/13/16       | 08/10/16  | 1042405               | N         |
|                                                   | 9 INV.            | 2042349    | - TAPE/SCREWS               | 92.28     | 6-09-55-501-002-503     | B Sewer Plant Maintenance              | R        | 07/13/16       | 08/10/16  | 2042349               | N         |
|                                                   | 10 INV.           | 9042631    | - COPPER/COUPLING           | 76.23     | 6-09-55-501-002-503     | B Sewer Plant Maintenance              | R        | 07/13/16       | 08/10/16  | 9042631               | N         |
|                                                   | 11 INV.           | 6153084    | - RETURN COUPLING           | 17.94     | 6-09-55-501-001-503     | B Water Plant Maintenance              | R        | 07/13/16       | 08/10/16  | 6153084               | N         |
|                                                   | 12 INV.           | 6042999    | - GLOVES/PIPE               | 101.10    | 6-09-55-501-001-503     | B Water Plant Maintenance              | R        | 07/13/16       | 08/10/16  | 6042999               | N         |
|                                                   |                   |            |                             | 537.17    |                         |                                        |          |                |           |                       |           |
|                                                   |                   |            | Vendor Total:               | 537.17    |                         |                                        |          |                |           |                       |           |
| <b>H0161 HUNTER TECH.SOLUTIONS INC</b>            |                   |            |                             |           |                         |                                        |          |                |           |                       |           |
|                                                   | 16-01237          | 08/02/16   | EST 402131 AWWTP SONIC WALL |           |                         |                                        |          |                |           |                       |           |
|                                                   | 1 EST             | 402131     | AWWTP SONIC WALL            | 242.95    | 6-09-55-501-002-530     | B Computer Software/Maint/Equip        | R        | 08/02/16       | 08/10/16  | EST. 402131           | N         |
|                                                   |                   |            | Vendor Total:               | 242.95    |                         |                                        |          |                |           |                       |           |
| <b>IANH0005 IAN HOWELLS</b>                       |                   |            |                             |           |                         |                                        |          |                |           |                       |           |
|                                                   | 16-01244          | 08/03/16   | MUSICAL THEATRE STIPEND     |           |                         |                                        |          |                |           |                       |           |
|                                                   | 1 MUSICAL THEATRE |            | STIPEND                     | 500.00    | T-12-56-286-000-885     | B PARKS & RECS/SHAKESPEARE IN THE PARK | R        | 08/03/16       | 08/10/16  | MUSICAL THEATER       | N         |
|                                                   |                   |            | Vendor Total:               | 500.00    |                         |                                        |          |                |           |                       |           |
| <b>IXPC0005 IXP CORPORATION</b>                   |                   |            |                             |           |                         |                                        |          |                |           |                       |           |
|                                                   | 16-01197          | 07/25/16   | DISPATCH MAY 1 - 15, 2016   |           |                         |                                        |          |                |           |                       |           |
|                                                   | 1 DISPATCH        |            | MAY 1 - 15, 2016            | 13,500.00 | 6-01-25-250-001-138     | B IXP Professional Services            | R        | 07/25/16       | 08/10/16  | 1605013               | N         |
|                                                   |                   |            | Vendor Total:               | 13,500.00 |                         |                                        |          |                |           |                       |           |
| <b>J0378 J.W. KENNEDY &amp; SON INC WELDING</b>   |                   |            |                             |           |                         |                                        |          |                |           |                       |           |
|                                                   | 16-01146          | 07/13/16   | ARGON CYLINDER RENTAL       |           |                         |                                        |          |                |           |                       |           |
|                                                   | 1 INV.            | 1658517    | - ARGON CYLINDER            | 12.00     | 6-01-26-290-001-050     | B DPW Work Equipment                   | R        | 07/13/16       | 08/10/16  | 1658517               | N         |
|                                                   |                   |            | Vendor Total:               | 12.00     |                         |                                        |          |                |           |                       |           |



| Vendor # Name                         | PO #          | PO Date                       | Description                    | Contract Amount     | PO Type Charge Account                 | Acct Type Description | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice         | 1099 Excl |
|---------------------------------------|---------------|-------------------------------|--------------------------------|---------------------|----------------------------------------|-----------------------|----------|----------------|-----------|---------------|-----------------|-----------|
| <b>J0381 JOHNSON &amp; TOWERS</b>     |               |                               |                                |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 16-01186      | 07/25/16                      | DOC R595253M DATED 7/16/16     |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 1             | DOC R595253M DATED 7/16/16    | 1,326.42                       | 6-01-26-315-001-133 | B Vehicle Maint. - Fire Dept.          | R                     | 07/25/16 | 08/10/16       |           |               | R595253M 7/16   | N         |
|                                       | Vendor Total: |                               | 1,326.42                       |                     |                                        |                       |          |                |           |               |                 |           |
| <b>JONAT005 JONATHAN MARTIN</b>       |               |                               |                                |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 16-01242      | 08/03/16                      | CREATIVE DIRECTOR STIPENDS     |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 1             | CREATIVE DIRECTOR IMPROV      | 300.00                         | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | IMPROV          | N         |
|                                       | 2             | CREATIVE DIR. MUSICAL THEATRE | 600.00                         | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | MUSICAL THEATRE | N         |
|                                       | 3             | CREATIVE DIR. SHAKESPEARE     | 300.00                         | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | SHAKESPEARE     | N         |
|                                       |               |                               | <u>1,200.00</u>                |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | Vendor Total: |                               | 1,200.00                       |                     |                                        |                       |          |                |           |               |                 |           |
| <b>J1041 JOSEPH FAZZIO, INC. WALL</b> |               |                               |                                |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 16-01210      | 07/27/16                      | REPAIR FOR SECONDARY CLARIFIER |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 1             | 2"X2"X20' ANGLE IRON          | 92.97                          | 6-09-55-501-002-503 | B Sewer Plant Maintenance              | R                     | 07/27/16 | 08/10/16       |           |               | 20115066        | N         |
|                                       | Vendor Total: |                               | 92.97                          |                     |                                        |                       |          |                |           |               |                 |           |
| <b>KERRI005 KERRIE PETERSON</b>       |               |                               |                                |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 16-01241      | 08/03/16                      | REIMBURSE THEATRE EXPENSES     |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | 1             | REIMBURSE THEATRE EXPENSES    | 49.19                          | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | STAPLES 7/10/16 | N         |
|                                       | 2             | STAPLES 7/10/16               | 5.69                           | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | STAPLES 7/10/16 | N         |
|                                       | 3             | HOME DEPOT 7/26/16            | 10.97                          | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | HOME DEPOT 7/26 | N         |
|                                       | 4             | PARTY FAIR- SUPPLIES          | 14.46                          | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | PARTY FAIR      | N         |
|                                       | 5             | DOLLAR TREE STORES- SUPPLIES  | 3.00                           | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | DOLLAR TREE     | N         |
|                                       | 6             | PLAYSCRIPTS                   | 15.14                          | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | PLAYSCRIPTS     | N         |
|                                       | 7             | PLAYSCRIPTS                   | 503.45                         | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | PLAYSCRIPTS     | N         |
|                                       | 8             | FACEBOOK PROMO                | 18.00                          | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | FACEBOOK PROMO  | N         |
|                                       | 9             | IDENTOGO                      | 28.00                          | T-12-56-286-000-885 | B PARKS & RECS/SHAKESPEARE IN THE PARK | R                     | 08/03/16 | 08/10/16       |           |               | IDENTOGO        | N         |
|                                       |               |                               | <u>647.90</u>                  |                     |                                        |                       |          |                |           |               |                 |           |
|                                       | Vendor Total: |                               | 647.90                         |                     |                                        |                       |          |                |           |               |                 |           |



| Vendor # Name                                      | PO #          | PO Date  | Description                   | Contract Amount | PO Type Charge Account | Acct Type Description           | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice         | 1099 Excl |
|----------------------------------------------------|---------------|----------|-------------------------------|-----------------|------------------------|---------------------------------|----------|----------------|-----------|---------------|-----------------|-----------|
| <b>N0125 MAILFINANCE</b>                           |               |          |                               |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 16-00923      | 06/08/16 | N5957710 DATED 6/28/16        |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 1             |          | N5957710 DATED 6/28/16        | 171.07          | 6-01-30-421-001-029    | B Meter Rental/Maintance        | R        | 06/08/16       | 08/10/16  |               | N5957710        | N         |
|                                                    | 16-01075      | 07/05/16 | N6008418 DATED 6/26/16        |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 1             |          | N6008418 DATED 6/26/16        | 171.07          | 6-01-30-421-001-029    | B Meter Rental/Maintance        | R        | 07/05/16       | 08/10/16  |               | N6008418        | N         |
|                                                    | Vendor Total: |          |                               | 342.14          |                        |                                 |          |                |           |               |                 |           |
| <b>MARYK005 MARY KENNEDY</b>                       |               |          |                               |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 16-01202      | 07/25/16 | COURT SESSION 7/13/16 4 HOURS |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 1             |          | COURT SESSION 7/13/16 4 HOURS | 80.00           | 6-01-20-176-000-114    | B Court Assistance              | R        | 07/25/16       | 08/10/16  |               | 7/13/16         | N         |
|                                                    | Vendor Total: |          |                               | 80.00           |                        |                                 |          |                |           |               |                 |           |
| <b>MATTH005 MATTHEW BUKOWSKI</b>                   |               |          |                               |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 16-01159      | 07/21/16 | REIMBURSEMENT FOR BOOTS       |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 1             |          | REIMBURSEMENT FOR BOOTS       | 49.83           | 6-01-26-290-001-032    | B Uniforms                      | R        | 07/21/16       | 08/10/16  |               | FROM WALMART    | N         |
|                                                    | Vendor Total: |          |                               | 49.83           |                        |                                 |          |                |           |               |                 |           |
| <b>MCCDC005 MCCD&amp;CA-ATTN M. HELMUTH, TREAS</b> |               |          |                               |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 16-01189      | 07/25/16 | UNION DUE GILSENAN AND GILROY |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 1             |          | UNION DUE GILSENAN AND GILROY | 70.00           | 6-01-20-176-000-044    | B Professional Association Dues | R        | 07/25/16       | 08/11/16  |               | GILSENAN/GILROY | N         |
|                                                    | Vendor Total: |          |                               | 70.00           |                        |                                 |          |                |           |               |                 |           |
| <b>M0180 MCMaster-CARR</b>                         |               |          |                               |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 16-01140      | 07/13/16 | PART FOR GRIT CHAMBER         |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 1             |          | ITEM #8752K914 3/8" UHMN      | 298.74          | 6-09-55-501-002-503    | B Sewer Plant Maintenance       | R        | 07/13/16       | 08/10/16  |               | 71773493        | N         |
|                                                    | 16-01141      | 07/13/16 | MISC PLANT SUPPLY             |                 |                        |                                 |          |                |           |               |                 |           |
|                                                    | 1             |          | ITEM #91771A542               | 12.22           | 6-09-55-501-002-503    | B Sewer Plant Maintenance       | R        | 07/13/16       | 08/10/16  |               | 69747570        | N         |
|                                                    | 2             |          | ITEM #91845A029 1/4X20 18-8   | 4.21            | 6-09-55-501-002-503    | B Sewer Plant Maintenance       | R        | 07/13/16       | 08/10/16  |               | 69747570        | N         |
|                                                    | 3             |          | ITEM #92240A770 CAP SCREW     | 29.32           | 6-09-55-501-002-503    | B Sewer Plant Maintenance       | R        | 07/13/16       | 08/10/16  |               | 69747570        | N         |
|                                                    | 4             |          | ITEM #94252A715 STAINLESS NUT | 39.08           | 6-09-55-501-002-503    | B Sewer Plant Maintenance       | R        | 07/13/16       | 08/10/16  |               | 69747570        | N         |

| Vendor # Name | PO #                   | PO Date      | Description                    | Contract  | PO Type             | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice         | 1099 Excl |
|---------------|------------------------|--------------|--------------------------------|-----------|---------------------|----------|----------------|-----------|---------------|-----------------|-----------|
| M0180         | MCMaster-CARR          |              | Continued                      |           |                     |          |                |           |               |                 |           |
|               | 16-01141               | 07/13/16     | MISC PLANT SUPPLY              | Continued |                     |          |                |           |               |                 |           |
|               | 5                      |              | SHIPPING                       | 6.35      | 6-09-55-501-002-503 | R        | 07/13/16       | 08/10/16  |               | 69747570        | N         |
|               |                        |              |                                | 91.18     |                     |          |                |           |               |                 |           |
|               | 16-01158               | 07/21/16     | HIGH PRESSURE CHEMICAL HOSE    |           |                     |          |                |           |               |                 |           |
|               | 1                      | INV 69988428 | - HIGH PRESSURE                | 181.25    | 6-09-55-501-001-503 | R        | 07/21/16       | 08/10/16  |               | 69988428        | N         |
|               | 16-01171               | 07/21/16     | MISC PLANT SUPPLY              |           |                     |          |                |           |               |                 |           |
|               | 1                      |              | ITEM #5415K14 PACK OF 10       | 6.74      | 6-09-55-501-002-503 | R        | 07/21/16       | 08/10/16  |               |                 | N         |
|               | 2                      |              | ITEM #5415K16 PACK OF 10       | 6.85      | 6-09-55-501-002-503 | R        | 07/21/16       | 08/10/16  |               |                 | N         |
|               | 3                      |              | ITEM #5415K18 PACK OF 10       | 6.99      | 6-09-55-501-002-503 | R        | 07/21/16       | 08/10/16  |               |                 | N         |
|               | 4                      |              | ITEM #5415K19 PACK OF 10       | 6.99      | 6-09-55-501-002-503 | R        | 07/21/16       | 08/10/16  |               |                 | N         |
|               | 5                      |              | ITEM #5415K21 PACK OF 10       | 7.27      | 6-09-55-501-002-503 | R        | 07/21/16       | 08/10/16  |               |                 | N         |
|               | 6                      |              | SHIPPING                       | 5.52      | 6-09-55-501-002-503 | R        | 08/09/16       | 08/10/16  |               | 72171731        | N         |
|               |                        |              |                                | 40.36     |                     |          |                |           |               |                 |           |
|               | 16-01211               | 07/27/16     | MISC PLANT SUPPLY              |           |                     |          |                |           |               |                 |           |
|               | 1                      |              | ITEM #4535A18 GRINDING WHEEL   | 34.60     | 6-09-55-501-002-503 | R        | 07/27/16       | 08/10/16  |               |                 | N         |
|               | 2                      |              | ITEM #91257A138 3/4 FLAT       | 26.90     | 6-09-55-501-002-503 | R        | 07/27/16       | 08/10/16  |               |                 | N         |
|               | 3                      |              | ITEM #93852A138 3/4 FLAT       | 8.49      | 6-09-55-501-002-503 | R        | 07/27/16       | 08/10/16  |               |                 | N         |
|               | 4                      |              | ITEM #94895A840 3/4X16 PK-10   | 6.00      | 6-09-55-501-002-503 | R        | 07/27/16       | 08/10/16  |               |                 | N         |
|               | 5                      |              | SHIPPING                       | 5.74      | 6-09-55-501-002-503 | R        | 08/09/16       | 08/10/16  |               | 71782340        | N         |
|               |                        |              |                                | 81.73     |                     |          |                |           |               |                 |           |
|               | 16-01268               | 08/04/16     | MISC SUPPLY                    |           |                     |          |                |           |               |                 |           |
|               | 1                      |              | ITEM #6186K153 A52 V BELTS     | 23.40     | 6-09-55-501-002-503 | R        | 08/04/16       | 08/10/16  |               |                 | N         |
|               | 2                      |              | ITEM #6191K14 4L220            | 18.45     | 6-09-55-501-002-503 | R        | 08/04/16       | 08/10/16  |               |                 | N         |
|               | 3                      |              | SHIPPING                       | 5.37      | 6-09-55-501-002-503 | R        | 08/09/16       | 08/10/16  |               | 73144790        | N         |
|               |                        |              |                                | 47.22     |                     |          |                |           |               |                 |           |
|               |                        |              | Vendor Total:                  | 740.48    |                     |          |                |           |               |                 |           |
| M1081         | MCMCA -DIONE LONGUILLO |              |                                |           |                     |          |                |           |               |                 |           |
|               | 16-01017               | 06/23/16     | 9/23/16 ADMINISTRATORS CONFER. |           |                     |          |                |           |               |                 |           |
|               | 1                      | 9/23/16      | ADMINISTRATORS CONFER.         | 55.00     | 6-01-20-176-000-041 | R        | 06/23/16       | 08/10/16  |               | 9/23/16GILSENAN | N         |
|               |                        |              | Vendor Total:                  | 55.00     |                     |          |                |           |               |                 |           |

| Vendor # Name                               | PO #          | PO Date                      | Description                  | Contract  | PO Type             | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice     | 1099 Excl |
|---------------------------------------------|---------------|------------------------------|------------------------------|-----------|---------------------|----------|----------------|-----------|---------------|-------------|-----------|
| <b>M0256 MERCER CO IMPROVEMT AUTHORITY</b>  |               |                              |                              |           |                     |          |                |           |               |             |           |
|                                             | 16-01138      | 07/13/16                     | JUNE 2016 TIPPING            |           |                     |          |                |           |               |             |           |
|                                             | 1             | JUNE 2016                    | TIPPING                      | 16,837.22 | 6-01-32-465-001-165 | R        | 07/13/16       | 08/10/16  |               | JUNE 2016   | N         |
|                                             | 2             | JUNE 2016                    | RECYCLING TAX                | 439.23    | 6-01-43-496-001-174 | R        | 07/13/16       | 08/10/16  |               |             | N         |
|                                             |               |                              |                              | 17,276.45 |                     |          |                |           |               |             |           |
|                                             | Vendor Total: |                              |                              | 17,276.45 |                     |          |                |           |               |             |           |
| <b>M0053 MES - PENNSYLVANIA</b>             |               |                              |                              |           |                     |          |                |           |               |             |           |
|                                             | 16-01074      | 07/05/16                     | STRP GG,MISC TRUCK PARTS     |           |                     |          |                |           |               |             |           |
|                                             | 1             | SO1020056                    | STRAP GUAGE, ETC             | 1,652.00  | 6-01-25-252-002-121 | R        | 07/05/16       | 08/10/16  |               | SO1020056   | N         |
|                                             | 2             | SO1024652                    | PACKING                      | 202.00    | 6-01-25-252-002-199 | R        | 07/05/16       | 08/10/16  |               | SO1024652   | N         |
|                                             | 3             | QUOTE 1026354                | DATED 7/1/16                 | 974.00    | 6-01-25-252-002-056 | R        | 07/05/16       | 08/10/16  |               | QT1026354   | N         |
|                                             | 4             | SO1026686                    | OIL SCBA REPAIRS             | 484.04    | 6-01-26-315-001-133 | R        | 07/05/16       | 08/10/16  |               | SO1026686   | N         |
|                                             |               |                              |                              | 3,312.04  |                     |          |                |           |               |             |           |
|                                             | Vendor Total: |                              |                              | 3,312.04  |                     |          |                |           |               |             |           |
| <b>M0086 MICHAEL'S KWIK PRINT D/B/A/</b>    |               |                              |                              |           |                     |          |                |           |               |             |           |
|                                             | 16-00801      | 05/12/16                     | #10 ENVELOPES FOR COURT      |           |                     |          |                |           |               |             |           |
|                                             | 1             | #10 ENVELOPES                | W/RETURN ADDRESS             | 105.00    | 6-01-20-176-000-036 | R        | 05/12/16       | 08/10/16  |               |             | N         |
|                                             | Vendor Total: |                              |                              | 105.00    |                     |          |                |           |               |             |           |
| <b>M0184 MID JERSEY MUNICIPAL JOINT INS</b> |               |                              |                              |           |                     |          |                |           |               |             |           |
|                                             | 16-01278      | 08/04/16                     | 2016 CLAIMS TO JUNE 30, 2016 |           |                     |          |                |           |               |             |           |
|                                             | 1             | 2016 CLAIMS TO JUNE 30, 2016 |                              | 1,000.00  | 6-01-23-210-003-110 | R        | 08/04/16       | 08/10/16  |               | 1/1-6/30/16 | N         |
|                                             | Vendor Total: |                              |                              | 1,000.00  |                     |          |                |           |               |             |           |
| <b>M0127 MONMOUTH COUNTY</b>                |               |                              |                              |           |                     |          |                |           |               |             |           |
|                                             | 16-01145      | 07/13/16                     | JUNE 2016 ROOSEVELT TIPPING  |           |                     |          |                |           |               |             |           |
|                                             | 1             | JUNE 2016                    | ROOSEVELT TIPPING            | 2,681.16  | 6-01-43-513-001-171 | R        | 07/13/16       | 08/10/16  |               | JUNE 2016   | N         |
|                                             | Vendor Total: |                              |                              | 2,681.16  |                     |          |                |           |               |             |           |



| Vendor # Name                                  | PO #          | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description           | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice   | 1099 Excl |
|------------------------------------------------|---------------|----------|--------------------------------|-----------------|------------------------|---------------------------------|----------|----------------|-----------|---------------|-----------|-----------|
| <b>N0425 NJ DEPT. OF HEALTH &amp; SR SERV.</b> |               |          |                                |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 16-01238      | 08/02/16 | DOG PILOT REPORT JUNE 2016     |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 1             |          | DOG PILOT REPORT JUNE 2016     | 8.40            | T-13-05-265-000-001    | B DUE STATE OF NEW JERSEY       | R        | 08/02/16       | 08/10/16  |               | JUNE 2016 | N         |
|                                                | Vendor Total: |          |                                | 8.40            |                        |                                 |          |                |           |               |           |           |
| <b>N0652 NJ STATE POLICE CHIEF ASSN</b>        |               |          |                                |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 16-01047      | 06/28/16 | TRAINING                       |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 1             |          | TRAINING                       | 1,000.00        | 6-01-25-240-001-042    | B Education & Training          | R        | 06/28/16       | 08/10/16  |               |           | N         |
|                                                | Vendor Total: |          |                                | 1,000.00        |                        |                                 |          |                |           |               |           |           |
| <b>N0170 NORCIA CORP.</b>                      |               |          |                                |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 16-01137      | 07/13/16 | PARTS FOR RECYCLING TRAILER    |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 1             |          | INV. 72786 - ROLLERS/BRACKETS  | 320.86          | 6-01-26-311-001-034    | B Equipment Parts & Accessories | R        | 07/13/16       | 08/10/16  |               | 72786     | N         |
|                                                | Vendor Total: |          |                                | 320.86          |                        |                                 |          |                |           |               |           |           |
| <b>00050 ONE CALL CONCEPT INC</b>              |               |          |                                |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 16-01169      | 07/21/16 | NJ ONE CALL MESSAGES           |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 1             |          | INV. 6065084 - ONE CALL MESSAG | 32.50           | 6-09-55-501-001-535    | B Hydrants and Line Repair      | R        | 07/21/16       | 08/10/16  |               | 6065084   | N         |
|                                                | Vendor Total: |          |                                | 32.50           |                        |                                 |          |                |           |               |           |           |
| <b>OTTEA005 OTTEAU GROUP, INC.</b>             |               |          |                                |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 16-01027      | 06/27/16 | Professional Services          |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 1             |          | RBlack Redevelopment-3/11/16   | 900.00          | RBG-DEMO               | P DEMO-BANK STREET PROPERTY     | R        | 06/27/16       | 08/10/16  |               |           | N         |
|                                                | Vendor Total: |          |                                | 900.00          |                        |                                 |          |                |           |               |           |           |
| <b>P0005 PARIS AUTOMOTIVE SUPPLY</b>           |               |          |                                |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 16-01147      | 07/13/16 | JUNE 2016 INVOICES             |                 |                        |                                 |          |                |           |               |           |           |
|                                                | 1             |          | JUNE 2016 INVOICES             | 327.13          | 6-01-26-290-001-034    | B Motor Vehicle Parts & Access. | R        | 07/13/16       | 08/10/16  |               |           | N         |
|                                                | 2             |          | JUNE 2016 INVOICES             | 109.12          | 6-01-26-305-001-034    | B Motor Vehicle Parts & Access. | R        | 07/13/16       | 08/10/16  |               |           | N         |
|                                                | 3             |          | JUNE 2016 INVOICES             | 219.00          | 6-01-33-195-002-199    | B Miscellaneous                 | R        | 07/13/16       | 08/10/16  |               |           | N         |



| Vendor # Name                            | PO #          | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description           | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice    | 1099 Excl |
|------------------------------------------|---------------|----------|--------------------------------|-----------------|------------------------|---------------------------------|----------|----------------|-----------|---------------|------------|-----------|
| <b>C0099 PETROCHOICE</b>                 |               |          |                                |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 16-01042      | 06/28/16 | DEF (DIESEL EMISSIONS FLUID)   |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 1             |          | DEF (DIESEL EMISSIONS FLUID)   | 943.77          | 6-01-26-315-001-132    | B Vehicle Maint. - Public Works | R        | 06/28/16       | 08/10/16  |               | 8180958    | N         |
|                                          | Vendor Total: |          |                                | 943.77          |                        |                                 |          |                |           |               |            |           |
| <b>P0275 POWER DMS</b>                   |               |          |                                |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 16-01046      | 06/28/16 | ANNUAL SUBSCRIPTION            |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 1             |          | ANNUAL SUBSCRIPTION            | 2,519.40        | 6-01-25-240-001-029    | B Maint. Contracts - Other      | R        | 06/28/16       | 08/10/16  |               |            | N         |
|                                          | Vendor Total: |          |                                | 2,519.40        |                        |                                 |          |                |           |               |            |           |
| <b>P0557 PRINCETON PACKET</b>            |               |          |                                |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 16-01091      | 07/06/16 | LEGAL ADS                      |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 1             |          | 2014 AUDIT SYNOPSIS            | 134.50          | 6-01-20-120-001-021    | B Advertisements                | R        | 07/06/16       | 08/10/16  |               | 300274984  | N         |
|                                          | 2             |          | AFFIDAVIT 2014 AUDIT SYNOPSIS  | 15.00           | 6-01-20-120-001-021    | B Advertisements                | R        | 07/06/16       | 08/10/16  |               | 300274984  | N         |
|                                          | 3             |          | credit                         | 135.84          | 6-01-20-120-001-021    | B Advertisements                | R        | 08/10/16       | 08/10/16  |               | 300274984  | N         |
|                                          |               |          |                                | <u>13.66</u>    |                        |                                 |          |                |           |               |            |           |
|                                          | Vendor Total: |          |                                | 13.66           |                        |                                 |          |                |           |               |            |           |
| <b>P1155 PRIOR NAMI BUSINESS SYSTEMS</b> |               |          |                                |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 16-01068      | 07/05/16 | INV 0000652806 DATED 4/21/16   |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 1             |          | INV 0000652806 DATED 4/21/16   | 95.00           | 6-01-21-180-001-053    | B COMPUTER/EQUIPMENT/SOFTWARE   | R        | 07/05/16       | 08/10/16  |               | 652806     | N         |
|                                          | Vendor Total: |          |                                | 95.00           |                        |                                 |          |                |           |               |            |           |
| <b>P0044 PSE&amp;G</b>                   |               |          |                                |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 16-01190      | 07/25/16 | 6675946706 140 N MAIN ST HFD   |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 1             |          | 6675946706 140 N MAIN ST HFD   | 16.50           | 6-01-31-446-001-143    | B Gas/Heat - Fire House         | R        | 07/25/16       | 08/10/16  |               | 6675946706 | N         |
|                                          | 16-01191      | 07/25/16 | 6503987609 156 BANK ST         |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 1             |          | 6687890808 156 BANK ST         | 19.76           | 6-01-31-446-001-070    | B Gas Heat - Borough Hall       | R        | 07/25/16       | 08/10/16  |               | 6687890808 | N         |
|                                          | 16-01192      | 07/25/16 | 6503987609 1ST AVE WATER TOWER |                 |                        |                                 |          |                |           |               |            |           |
|                                          | 1             |          | 6503987609 1ST AVE WATER TOWER | 11.59           | 6-09-55-501-001-505    | B Gas Service                   | R        | 07/25/16       | 08/10/16  |               | 6503987609 | N         |

| Vendor # Name                            | PO #     | PO Date  | Description                    | Amount   | Contract Charge Account | PO Type Acct Type Description              | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice        | 1099 Excl |
|------------------------------------------|----------|----------|--------------------------------|----------|-------------------------|--------------------------------------------|----------|----------------|-----------|---------------|----------------|-----------|
| <b>P0044 PSE&amp;G Continued</b>         |          |          |                                |          |                         |                                            |          |                |           |               |                |           |
|                                          | 16-01280 | 08/04/16 | MISC GAS BILLS FOR JULY, 2016  |          |                         |                                            |          |                |           |               |                |           |
|                                          | 1        |          | 148 N MAIN STREET 6579810904   | 32.76    | 6-01-31-446-001-070     | B Gas Heat - Borough Hall                  | R        | 08/04/16       | 08/10/16  |               | 6579810904     | N         |
|                                          | 2        |          | BANK ST 6606292905 JULY, 2016  | 39.31    | 6-09-55-501-001-505     | B Gas Service                              | R        | 08/04/16       | 08/10/16  |               | 6606292905     | N         |
|                                          | 3        |          | OAK LANE 6679486904 JULY 2016  | 91.47    | 6-09-55-501-002-505     | B Gas Service                              | R        | 08/04/16       | 08/10/16  |               | 6679486904     | N         |
|                                          | 4        |          | 140 N MAIN ST 6539567103 JULY  | 68.56    | 6-01-31-446-001-143     | B Gas/Heat - Fire House                    | R        | 08/04/16       | 08/10/16  |               | 6539567103     | N         |
|                                          |          |          |                                | 232.10   |                         |                                            |          |                |           |               |                |           |
|                                          |          |          | Vendor Total:                  | 279.95   |                         |                                            |          |                |           |               |                |           |
| <b>REPUB005 REPUBLIC SERVICES</b>        |          |          |                                |          |                         |                                            |          |                |           |               |                |           |
|                                          | 16-00037 | 01/19/16 | Solid Waste Dumpster Agreement |          | B                       |                                            |          |                |           |               |                |           |
|                                          | 9        |          | JULY DUMPSTER SERVICES         | 2,845.79 | 6-01-26-305-001-029     | B Contract-Republic Services, NJ-Dumpsters | R        | 06/08/16       | 08/10/16  |               | 689-002162542  | N         |
|                                          |          |          | Vendor Total:                  | 2,845.79 |                         |                                            |          |                |           |               |                |           |
| <b>R0057 RISE</b>                        |          |          |                                |          |                         |                                            |          |                |           |               |                |           |
|                                          | 16-01183 | 07/21/16 | DISBURSEMENT/COLLECTED FUNDS   |          |                         |                                            |          |                |           |               |                |           |
|                                          | 1        |          | DISBURSEMENT/COLLECTED FUNDS   | 2,005.00 | T-12-56-286-000-889     | B RESERVE FOR CULTURAL ARTS DONATIONS      | R        | 07/21/16       | 08/10/16  |               | \$\$ COLLECTED | N         |
|                                          |          |          | Vendor Total:                  | 2,005.00 |                         |                                            |          |                |           |               |                |           |
| <b>R0077 ROBERTS ENGINEERING GRP LLC</b> |          |          |                                |          |                         |                                            |          |                |           |               |                |           |
|                                          | 16-01217 | 07/28/16 | Invoice # 14961 and 14963      |          |                         |                                            |          |                |           |               |                |           |
|                                          | 1        |          | #14961 rev. resolu. compliance | 57.50    | NAT13-08                | P NATIONAL POOL/SPA VAR FOR POOL           | R        | 07/28/16       | 08/10/16  |               |                | N         |
|                                          | 2        |          | #14963 site inspec. rev resolu | 461.50   | NAT13-08                | P NATIONAL POOL/SPA VAR FOR POOL           | R        | 07/28/16       | 08/10/16  |               |                | N         |
|                                          |          |          |                                | 519.00   |                         |                                            |          |                |           |               |                |           |
|                                          | 16-01218 | 07/28/16 | Inv. #14917 & 14962            |          |                         |                                            |          |                |           |               |                |           |
|                                          | 1        |          | #14917 rev. revised plans      | 345.00   | BAR1307I                | P BARON INSPECTION FEES                    | R        | 07/28/16       | 08/10/16  |               |                | N         |
|                                          | 2        |          | #14962 plan rev. ltr developer | 713.75   | BAR1307I                | P BARON INSPECTION FEES                    | R        | 07/28/16       | 08/10/16  |               |                | N         |
|                                          |          |          |                                | 1,058.75 |                         |                                            |          |                |           |               |                |           |
|                                          | 16-01219 | 07/28/16 | #14964                         |          |                         |                                            |          |                |           |               |                |           |
|                                          | 1        |          | Review resolution compliance   | 190.00   | TECKN03-14              | P MINOR SUBDIVISION                        | R        | 07/28/16       | 08/10/16  |               |                | N         |
|                                          | 16-01285 | 08/08/16 | 14955,14958,59,91,92,          |          |                         |                                            |          |                |           |               |                |           |
|                                          | 1        |          | 14955 GENERAL WATER            | 654.00   | 6-09-55-501-001-508     | B Engineer                                 | R        | 08/08/16       | 08/10/16  |               | 14955          | N         |



| Vendor # Name                          | PO #                             | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description         | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice | 1099 Excl |
|----------------------------------------|----------------------------------|----------|--------------------------------|-----------------|------------------------|-------------------------------|----------|----------------|-----------|---------------|---------|-----------|
| <b>S0061 SEA BOX</b>                   |                                  |          |                                |                 |                        |                               |          |                |           |               |         |           |
|                                        | 16-01136                         | 07/13/16 | CONTAINER RENTAL               |                 |                        |                               |          |                |           |               |         |           |
|                                        | 1 INV. SI25356                   |          | CONTAINER RENTAL               | 75.00           | 6-01-26-310-001-025    | B Building Rental             | R        | 07/13/16       | 08/10/16  |               | SI25356 | N         |
|                                        | Vendor Total:                    |          |                                | 75.00           |                        |                               |          |                |           |               |         |           |
| <b>SHERW005 SHERWIN WILLIAMS PAINT</b> |                                  |          |                                |                 |                        |                               |          |                |           |               |         |           |
|                                        | 16-01139                         | 07/13/16 | PAINT FOR FIRE HYDRANTS        |                 |                        |                               |          |                |           |               |         |           |
|                                        | 1 INV. 9696-4 - PAINT            |          |                                | 162.40          | 6-09-55-501-001-535    | B Hydrants and Line Repair    | R        | 07/13/16       | 08/10/16  |               | 9696-4  | N         |
|                                        | 2 CREDIT 9751-7 - RETURN         |          |                                | 162.40          | 6-09-55-501-001-535    | B Hydrants and Line Repair    | R        | 07/13/16       | 08/10/16  |               | 9751-7  | N         |
|                                        | 3 INV. 9753-3 - PAINT - HYDRANTS |          |                                | 304.56          | 6-09-55-501-001-535    | B Hydrants and Line Repair    | R        | 07/13/16       | 08/10/16  |               | 9753-3  | N         |
|                                        |                                  |          |                                | 304.56          |                        |                               |          |                |           |               |         |           |
|                                        | 16-01208                         | 07/27/16 | RFP MINERAL SPIRITS            |                 |                        |                               |          |                |           |               |         |           |
|                                        | 1 5 GALLONS OF MINERAL 3         |          |                                | 262.52          | 6-09-55-501-002-535    | B Chemicals Miscellaneous     | R        | 07/27/16       | 08/10/16  |               | 6521-3  | N         |
|                                        | Vendor Total:                    |          |                                | 567.08          |                        |                               |          |                |           |               |         |           |
| <b>0028 SIGMA CONTROLS, INC</b>        |                                  |          |                                |                 |                        |                               |          |                |           |               |         |           |
|                                        | 16-01104                         | 07/07/16 | REPLACEMENT VFD FOR RAW PUMP#1 |                 |                        |                               |          |                |           |               |         |           |
|                                        | 1 REPLACEMENT VFD FOR RAW PUMP#1 |          |                                | 4,635.00        | 6-09-55-501-002-503    | B Sewer Plant Maintenance     | R        | 07/07/16       | 08/10/16  |               |         | N         |
|                                        | 16-01182                         | 07/21/16 | SITE VISIT                     |                 |                        |                               |          |                |           |               |         |           |
|                                        | 1 INV #023544                    |          |                                | 1,110.00        | 6-09-55-501-002-503    | B Sewer Plant Maintenance     | R        | 07/21/16       | 08/10/16  |               | 023544  | N         |
|                                        | 2 INV #023545                    |          |                                | 320.00          | 6-09-55-501-002-503    | B Sewer Plant Maintenance     | R        | 07/21/16       | 08/10/16  |               | 023545  | N         |
|                                        |                                  |          |                                | 1,430.00        |                        |                               |          |                |           |               |         |           |
|                                        | Vendor Total:                    |          |                                | 6,065.00        |                        |                               |          |                |           |               |         |           |
| <b>S0070 SPORTSMEN'S CENTER</b>        |                                  |          |                                |                 |                        |                               |          |                |           |               |         |           |
|                                        | 16-01053                         | 06/28/16 | WORK SHOES                     |                 |                        |                               |          |                |           |               |         |           |
|                                        | 1 ERIK NIEVES- WORK SHOES        |          |                                | 100.00          | 6-09-55-501-002-507    | B Uniforms & Safety Equipment | R        | 06/28/16       | 08/10/16  |               |         | N         |
|                                        | Vendor Total:                    |          |                                | 100.00          |                        |                               |          |                |           |               |         |           |

| Vendor # Name                             | PO #          | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description         | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice       | 1099 Excl |
|-------------------------------------------|---------------|----------|--------------------------------|-----------------|------------------------|-------------------------------|----------|----------------|-----------|---------------|---------------|-----------|
| <b>S1096 STAPLES BUSINESS ADVANTAGE</b>   |               |          |                                |                 |                        |                               |          |                |           |               |               |           |
|                                           | 16-01052      | 06/28/16 | WALL MOUNTED MAIL VAULT        |                 |                        |                               |          |                |           |               |               |           |
|                                           | 1             |          | WALL MOUNTED MAIL VAULT        | 80.99           | 6-01-25-240-001-036    | B Office Supplies & Equipment | R        | 06/28/16       | 08/10/16  |               |               | N         |
|                                           | Vendor Total: |          |                                | 80.99           |                        |                               |          |                |           |               |               |           |
| <b>S0267 STAVOLA ASPHALT COMPANY</b>      |               |          |                                |                 |                        |                               |          |                |           |               |               |           |
|                                           | 16-01164      | 07/21/16 | HOT MIX ASPHALT                |                 |                        |                               |          |                |           |               |               |           |
|                                           | 1             |          | INV. 53314 - HOT MIX ASPHALT   | 57.06           | 6-09-55-501-001-535    | B Hydrants and Line Repair    | R        | 07/21/16       | 08/10/16  |               | 53314         | N         |
|                                           | Vendor Total: |          |                                | 57.06           |                        |                               |          |                |           |               |               |           |
| <b>T0972 TIMBERWOLF TREE SERVICE</b>      |               |          |                                |                 |                        |                               |          |                |           |               |               |           |
|                                           | 16-01079      | 07/06/16 | BLACK MULCH/PLAYGROUND MULCH   |                 |                        |                               |          |                |           |               |               |           |
|                                           | 1             |          | INV 000519 - BLACK MULCH AWWTP | 160.00          | 6-09-55-501-002-502    | B Vehicle Maintenance         | R        | 07/06/16       | 08/10/16  |               | 000519        | N         |
|                                           | 2             |          | INV 000519 - PLAYGROUND MULCH  | 260.00          | 6-01-28-369-001-141    | B Parks & Playgrd Maintenance | R        | 07/06/16       | 08/10/16  |               | 000519        | N         |
|                                           |               |          |                                | 420.00          |                        |                               |          |                |           |               |               |           |
|                                           | Vendor Total: |          |                                | 420.00          |                        |                               |          |                |           |               |               |           |
| <b>T0224 TORNUST GARAGE</b>               |               |          |                                |                 |                        |                               |          |                |           |               |               |           |
|                                           | 16-01095      | 07/06/16 | TOW CAR 5 TO ROBBINSVILLE DPW  |                 |                        |                               |          |                |           |               |               |           |
|                                           | 1             |          | TOW CAR 5 TO ROBBINSVILLE DPW  | 80.00           | 6-01-26-315-001-131    | B Vehicle Maint. - Police     | R        | 07/06/16       | 08/10/16  |               |               | N         |
|                                           | Vendor Total: |          |                                | 80.00           |                        |                               |          |                |           |               |               |           |
| <b>T0060 TOWNSHIP OF ROBBINSVILLE</b>     |               |          |                                |                 |                        |                               |          |                |           |               |               |           |
|                                           | 16-01123      | 07/11/16 | POSTAGE USED BY COURT (2530)   |                 |                        |                               |          |                |           |               |               |           |
|                                           | 1             |          | POSTAGE USED BY COURT (2530)   | 1,232.68        | 6-01-20-176-000-022    | B Postage and Express Charges | R        | 07/11/16       | 08/10/16  |               | POSTAGE -2530 | N         |
|                                           | Vendor Total: |          |                                | 1,232.68        |                        |                               |          |                |           |               |               |           |
| <b>T0061 TOWNSHIP OF ROBBINSVILLE DPW</b> |               |          |                                |                 |                        |                               |          |                |           |               |               |           |
|                                           | 16-01170      | 07/21/16 | VEHICLE MAINTENANCE            |                 |                        |                               |          |                |           |               |               |           |
|                                           | 1             |          | VEHICLE MAINTENANCE            | 116.28          | 6-01-43-515-001-170    | B Mechanic Services           | R        | 07/21/16       | 08/10/16  |               |               | N         |
|                                           | 2             |          | REPLACE WATER PUMP             | 46.95           | 6-01-26-315-001-131    | B Vehicle Maint. - Police     | R        | 07/21/16       | 08/10/16  |               |               | N         |
|                                           | 3             |          | ANTI FREEZE                    | 27.56           | 6-01-26-315-001-131    | B Vehicle Maint. - Police     | R        | 07/21/16       | 08/10/16  |               |               | N         |
|                                           | 4             |          | MOBIL OIL                      | 2.42            | 6-01-26-315-001-131    | B Vehicle Maint. - Police     | R        | 07/21/16       | 08/10/16  |               |               | N         |

| Vendor # Name | PO #                                  | PO Date   | Description         | Contract                  | PO Type | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice | 1099 |
|---------------|---------------------------------------|-----------|---------------------|---------------------------|---------|----------|----------------|-----------|---------------|---------|------|
|               | Item Description                      | Amount    | Charge Account      | Acct Type Description     |         |          |                |           |               |         | Excl |
| T0061         | TOWNSHIP OF ROBBINSVILLE DPW          | Continued |                     |                           |         |          |                |           |               |         |      |
|               | 16-01170 07/21/16 VEHICLE MAINTENANCE | Continued |                     |                           |         |          |                |           |               |         |      |
|               | 5 CHECK PARKING BRAKE                 | 91.80     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 6 CAR 11 - CHECK OVERHEATING          | 30.60     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 7 CAR 1 - LOF SAFETY CHECK            | 61.20     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 8 OIL FILTER                          | 3.33      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 9 MOBIL OIL                           | 16.94     | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 10 WIPER BLADE                        | 5.78      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 11 CHECK BRAKES                       | 171.36    | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 12 FRONT BRAKE PADS                   | 50.39     | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 13 LEFT FRONT DOOR HARD TO CLOSE      | 42.84     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 14 CAR 10 - CHECK ENGINE LIGHT ON     | 61.20     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 15 CAR 11 - CHECK BRAKES              | 122.40    | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 16 REAR BRAKE ROTOR                   | 84.02     | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 17 REAR BRAKE PADS                    | 61.70     | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 18 CHECK BATTERY                      | 30.60     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 19 INTERSTATE BATTERY                 | 129.75    | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 20 CAR 12                             | 61.20     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 21 OIL FILTER                         | 4.05      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 22 MOBILE OIL                         | 16.94     | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 23 CAR 12 - CHECK ENGINE LIGHT ON     | 61.20     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 24 CAR 5 - CHECK TRANSMISSION         | 30.60     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 25 CAR 10 - CHECK ENGINE LIGHT ON     | 30.60     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 26 CAR 2 - CHECK LEFT HEADLIGHT       | 42.84     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 27 HEADLIGHT CONNECTOR                | 4.65      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 28 CAR 11 - DOME LIGHTS INOP          | 275.40    | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 29 FUSE                               | 1.48      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 30 CAR 10- LOF - SAFETY CHECK         | 61.20     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 31 OIL FILTER                         | 4.05      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 32 MOBIL OIL                          | 16.94     | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 33 BULD (POLICE CAR DOME)             | 1.63      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 34 CAR 5 LOF - SAFETY CHECK           | 61.20     | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 35 OIL FILTER                         | 3.33      | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 36 MOBIL OIL                          | 16.94     | 6-01-26-315-001-131 | B Vehicle Maint. - Police | R       | 07/21/16 | 08/10/16       |           |               |         | N    |
|               | 37 CHECK BRAKES                       | 171.36    | 6-01-43-515-001-170 | B Mechanic Services       | R       | 07/21/16 | 08/10/16       |           |               |         | N    |









| Vendor # Name                                                                                               | PO #                             | PO Date  | Description                    | Contract Amount | PO Type Charge Account | Acct Type Description  | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice  | 1099 Excl |
|-------------------------------------------------------------------------------------------------------------|----------------------------------|----------|--------------------------------|-----------------|------------------------|------------------------|----------|----------------|-----------|---------------|----------|-----------|
| <b>W0094 WILLIAMS SCOTSMAN INC.</b>                                                                         |                                  |          |                                |                 |                        |                        |          |                |           |               |          |           |
|                                                                                                             | 16-01142                         | 07/13/16 | CONTAINER RENTAL               |                 |                        |                        |          |                |           |               |          |           |
|                                                                                                             | 1 INV.                           |          | 99037772 - CONTAINER           | 207.33          | 6-01-26-310-001-025    | B Building Rental      | R        | 07/13/16       | 08/10/16  |               | 99037772 | N         |
|                                                                                                             | Vendor Total:                    |          |                                | 207.33          |                        |                        |          |                |           |               |          |           |
| <b>Y0025 YOSTEMBSKI, ROBERT</b>                                                                             |                                  |          |                                |                 |                        |                        |          |                |           |               |          |           |
|                                                                                                             | 16-01082                         | 07/06/16 | MONTHLY PROSECUTOR FEES 6/2016 |                 |                        |                        |          |                |           |               |          |           |
|                                                                                                             | 1 MONTHLY PROSECUTOR FEES 6/2016 |          |                                | 1,200.00        | 6-01-25-275-001-111    | B Municipal Prosecutor | R        | 07/06/16       | 08/10/16  |               |          | N         |
|                                                                                                             | Vendor Total:                    |          |                                | 1,200.00        |                        |                        |          |                |           |               |          |           |
| <hr/>                                                                                                       |                                  |          |                                |                 |                        |                        |          |                |           |               |          |           |
| Total Purchase Orders: 152 Total P.O. Line Items: 359 Total List Amount: 216,891.65 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                  | 5-01 | 9,441.00    | 0.00        | 9,441.00     | 0.00          | 0.00      | 0.00          | 9,441.00   |
| CURRENT FUND                  | 6-01 | 116,755.89  | 0.00        | 116,755.89   | 0.00          | 0.00      | 0.00          | 116,755.89 |
|                               | 6-09 | 62,203.48   | 0.00        | 62,203.48    | 0.00          | 0.00      | 0.00          | 62,203.48  |
|                               | 6-21 | 0.00        | 0.00        | 0.00         | 0.00          | 0.00      | 2,667.75      | 2,667.75   |
| Year Total:                   |      | 178,959.37  | 0.00        | 178,959.37   | 0.00          | 0.00      | 2,667.75      | 181,627.12 |
| GENERAL CAPITAL               | C-04 | 4,232.23    | 0.00        | 4,232.23     | 0.00          | 0.00      | 0.00          | 4,232.23   |
| WATER/SEWER CAPITAL           | C-08 | 16,210.00   | 0.00        | 16,210.00    | 0.00          | 0.00      | 0.00          | 16,210.00  |
| Year Total:                   |      | 20,442.23   | 0.00        | 20,442.23    | 0.00          | 0.00      | 0.00          | 20,442.23  |
| TRUST OTHER - FUND #12        | T-12 | 5,372.90    | 0.00        | 5,372.90     | 0.00          | 0.00      | 0.00          | 5,372.90   |
| ANIMAL CONTROL TRUST FUND #13 | T-13 | 8.40        | 0.00        | 8.40         | 0.00          | 0.00      | 0.00          | 8.40       |
| Year Total:                   |      | 5,381.30    | 0.00        | 5,381.30     | 0.00          | 0.00      | 0.00          | 5,381.30   |
| Total of All Funds:           |      | 214,223.90  | 0.00        | 214,223.90   | 0.00          | 0.00      | 2,667.75      | 216,891.65 |

| Project Description            | Project No. | Rcvd Total      | Held Total  | Project Total   |
|--------------------------------|-------------|-----------------|-------------|-----------------|
| BARON INSPECTION FEES          | BAR1307I    | 1,058.75        | 0.00        | 1,058.75        |
| NATIONAL POOL/SPA VAR FOR POOL | NAT13-08    | 519.00          | 0.00        | 519.00          |
| DEMO-BANK STREET PROPERTY      | RBG-DEMO    | 900.00          | 0.00        | 900.00          |
| MINOR SUBDIVISION              | TECKN03-14  | 190.00          | 0.00        | 190.00          |
| Total of All Projects:         |             | <u>2,667.75</u> | <u>0.00</u> | <u>2,667.75</u> |

**Date: August 15, 2016**

**To: Mayor and Council**

**From: Finance Office**

**Re: Manual Bill List**

**CURRENT ACCOUNT**

|                                      | <b><u>DATE ISSUED</u></b> | <b><u>PO #</u></b> | <b><u>CHECK #</u></b> | <b><u>Amount</u></b> |
|--------------------------------------|---------------------------|--------------------|-----------------------|----------------------|
| State of New Jersey Dept of Treasury | 7/12/2016                 | 16-01071           | 1331                  | \$50,844.00          |
| East Windsor Township                | 7/15/2016                 | 16-01148           | 1332                  | 61,580.64            |
| State of New Jersey                  | 7/25/2016                 | 16-01184           | 25131                 | 646.64               |
| Treasurer, State of New Jersey       | 7/25/2016                 | 16-01176           | 25134                 | 1,015.00             |
| Party Perfect Rentals, LLC           | 8/2/2016                  | 16-01233           | 25136                 | 850.00               |

**TOTAL**

**\$114,936.28**

**WATER AND SEWER OPERATING ACCOUNT**

|                                      |           |          |       |            |
|--------------------------------------|-----------|----------|-------|------------|
| State of New Jersey-Dept of Treasury | 7/12/2016 | 16-01071 | 1269  | 13,150.82  |
| Treasurer, State of New Jersey       | 7/25/2016 | 16-01157 | 25133 | 720.00     |
| NJEIT                                | 8/1/2016  | 16-01282 | 1270  | 163,771.59 |

**TOTAL**

**\$177,642.41**

**TRUST ACCOUNT**

|                           |          |          |      |       |
|---------------------------|----------|----------|------|-------|
| NJ Dept of Transportation | 8/2/2016 | 16-01216 | 6426 | 50.00 |
|---------------------------|----------|----------|------|-------|

**TOTAL**

**\$50.00**

**GENERAL CAPITAL**

**TOTAL**

**\$0.00**

**WATER AND SEWER CAPITAL**

**TOTAL**

**\$0.00**

**MANUAL TOTAL**

**\$292,628.69**

# Resolution 2016-150

*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 \$509,520.34 from the following accounts:

|                       |                         |
|-----------------------|-------------------------|
| Current               | \$241,133.17            |
| W/S Operating         | 239,845.89              |
| General Capital       | 4,232.23                |
| Water/Sewer Capital   | 16,210.00               |
| Grant                 | 0.00                    |
| Trust                 | 5,422.90                |
| Housing Trust         | 0.00                    |
| Animal Control        | 8.40                    |
| Law Enforcement Trust | 0.00                    |
| Housing Rehab Loans   | 0.00                    |
| Unemployment Trust    | 0.00                    |
| Escrow                | <u>2,667.75</u>         |
| <br>Total             | <br><u>\$509,520.34</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 August 15, 2016.

---

Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2016-151

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES – ADMINISTRATIVE AGENT OF HIGHTSTOWN BOROUGH AFFORDABLE HOUSING PROGRAM – REHABCO, INC.**

**WHEREAS**, there exists the need for an Administrative Agent to oversee the Affordable Housing Program in Hightstown Borough; and

**WHEREAS**, the Borough Council wishes to appoint Rehabco, Inc. of Brick, New Jersey as the Administrative Agent of the Hightstown Borough Affordable Housing Program effective August 15, 2016; and

**WHEREAS**, the cost for the proposed services shall be paid by the program, landlord, tenant or seller associated with each unit; and,

**WHEREAS**, the Borough Attorney will review and approve the contract for execution by the Borough; and

**WHEREAS**, the Local Public Contracts Law authorizes the awarding of a contract for “professional services” without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

**WHEREAS**, it has been determined that the value of this contract may exceed \$17,500, and therefore the contract is also subject to the provisions of the State’s Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, *et seq.*; and

**WHEREAS**, the anticipated term of this contract is for three (3) years; and

**WHEREAS**, this contract is intended to be awarded as a “non-fair and open contract” pursuant to and in accordance with the Local Unit Pay-to-Play Law;

**WHEREAS**, Rehbc, Inc. has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), and has further submitted a certification that the firm is in compliance with the Borough’s own Pay-to-Play ordinance (Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*);

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

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Rehabco, Inc. regarding the above-referenced professional administration services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Rehabco, Inc. is a firm

whose staff are authorized by law to practice a recognized profession.

3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law and Section 2-59 of the *Revised General Ordinances of the Borough of Hightstown*, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

---

Margaret M. Riggio  
Deputy Borough Clerk

**BOROUGH OF HIGHTSTOWN  
156 BANK STREET  
HIGHTSTOWN NEW JERSEY 08520**

**AGREEMENT FOR: PROFESSIONAL SERVICES  
ADMINISTRATIVE AGENT OF HIGHTSTOWN BOROUGH  
AFFORDABLE HOUSING PROGRAM**

This AGREEMENT, made this 15<sup>th</sup> day of August, 2016 by and between:

THE BOROUGH OF HIGHTSTOWN, a Municipal Corporation of the State of New  
Jersey with offices located at 156 Bank Street, Hightstown, New Jersey 08520  
("Borough")

and

Rehabco, Inc.

470 Mantoloking Road

Brick, New Jersey 08723  
("Supplier")

In connection with the Supplier's proposal dated July 25, 2016 and the Borough's Resolution 2016-151 of same dated August 15, 2016, Borough and Supplier agree as follows:

**1. Scope of Work**

The Supplier hereby agrees to furnish the goods and/or services specified in Contract documents in accordance with the terms of aforesaid proposal.

**2. Time of Completion**

The work performed under this contract shall be commenced and completed as designated by the Borough.

**3. Contract Sum**

Based upon the unit prices and/or lump prices sum set forth in the proposal, the amount of the contract, subject to adjustments made in accordance with the Contract Documents, shall be based on the services provided.

**4. Hold Harmless Agreement**

The Supplier agrees to make payment of all proper charges for labor and materials required in the aforementioned work, indemnify, defend and save

harmless the Borough, its Officers, Agents and Servants, on each and every one of them, against and from all suits and costs of every description including but not limited to costs of legal and any claims under the prevailing Wage Rate laws, the American with Disabilities Act, and from all damage which the Borough or any of its Officers, Agents and Servants may be put, by reason of injury to the person or property of others resulting from the carelessness in the performance of work, or through any improper or defective machinery, implement or appliances used by the Supplier in work, or through any act or omission on the part of the Supplier or his Agent or Agents.

**5. Payment of Supplier**

In consideration of the Supplier's agreements as set forth herein, the Borough hereby agrees to pay the Supplier for the work, when completed in accordance with the specification at the unit price or lump sum prices bid for the respective items, the said payments to be made in accordance with the provisions contained in the Contract Documents. Payments will be made after a properly executed Borough purchase order/voucher has been received and formally approved by the Borough Council at its subsequent regular meeting. The voucher will be certified correct by the Department Head who received the goods or services.

**6. Contract Documents**

The Contract Documents as defined in the proposal, are incorporated herein and made a part hereof by reference.

**7. Affirmative Action Regulations**

**EXHIBIT A**

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE  
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)  
N.J.A.C. 17:27**

**GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity

or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance))

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

**8. Hold Harmless Agreement**

This contract has been awarded to Rehabco, Inc. is based on the merits and abilities of Rehabco, Inc. to provide the goods or services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 *et seq.* As such, the undersigned does hereby attest that Rehabco, Inc. its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in Hightstown Borough/Mercer County if a member of that political party is serving in an elective public office of Hightstown Borough/Mercer County when the contract is awarded, or to any candidate committee of any person serving in an elective public office of Hightstown Borough/Mercer County when the contract is awarded.

9. This agreement shall not be assigned, transferred, conveyed or otherwise disposed of without the prior written consent of the Borough.

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

ATTEST:

BOROUGH OF HIGHTSTOWN:

\_\_\_\_\_  
Debra L. Sopronyi, RMC/QPA  
Borough Clerk/Purchasing Agent

\_\_\_\_\_  
Lawrence D. Quattrone, Mayor

ATTEST or WITNESS:

REHABCO, INC.

\_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

**Affordable Housing Program Administration**  
**“Administrative Agent” - COAH Based**

**Statement of Qualifications and Price Proposal**

**BOROUGH OF HIGHTSTWON**  
**Mercer County, NJ**

**July 25, 2016**

**Rehabco, Inc.**  
**470 Mantoloking Road**  
**Brick NJ 08723**

**(732) 477-7750**

**Email: Rehabco@Aol.com**  
**[www.Rehabcoinc.org](http://www.Rehabcoinc.org)**

**Fed. ID# 22-2300602**

## INTRODUCTION

### *Firm Description*

Rehabco, Inc., established in 1980, specializes in Community Development management and administration of Affordable Housing and Housing Rehabilitation programs conducted by municipal and county governments. The firm has vast experience in developing programs, which are to be funded by Federal, State or local sources in the delivery of affordable housing based services. The firm is also fully capable to respond to various levels of technical and administrative assistance as needed by private, local, county or State level entities whether they be in their developmental stages or online and up and running.

Rehabco's parent company, E. Eugene Oross Associates was one of the largest and most experienced consultant planning firms in the State of New Jersey, having served numerous public and private clients for over 40 years. E. Eugene Oross Associates as parent company to Rehabco, Inc. has wide experience in municipal planning, landscape architecture, environmental studies and housing programs inclusive of the development of "Fair Share" Housing Plans pursuant to the New Jersey Fair Housing Act.

Having offices in Brick Township, the firm has extensive experience in northern and central New Jersey municipalities such as Bernards, Brick, Jackson, Lakewood, Edison, Marlboro, North Haledon, Bayonne, Paterson, West Paterson, Elizabeth, Franklin, Clinton, South Bound Brook, Watchung and Warren Townships. We are also full program administrators of the Brick Township and Lakewood Township Community Development Department. We are administrators of the Jackson Township Housing Rehabilitation Program, the COAH "Administrative Agents" for all new affordable housing opportunity in Lakewood and Jackson Township and past administrators of the Ocean County Housing Rehabilitation Program and the Union County Housing Rehabilitation Program.

Rehabco, Inc./E. Eugene Oross Associates prides itself on its record of the development of consistent and effective programs, especially in the field of housing. The combination of its planning and administrative services has allowed for a successful relationship between policy/program development and the actual implementation of goals targeted.

Ervin Oross, the President of the Firm is responsible for all program aspects. Ervin is also acting liaison to the Brick, Toms River and Lakewood Township Governing Body in relation to ongoing program planning on the County level regarding the Ocean County Consolidated Housing Plan Alliance.

# TECHNICAL PROPOSAL

## AFFORDABLE HOUSING “ADMINISTRATIVE AGENT” RESPONSIBILITIES

- A. *Administration of the Hightstown Borough Affordable Housing Program. The General Oversight of Affordable Housing in Hightstown Borough has appointed “Administrative Agent” for pending or existing affordable housing developments.*

Rehabco, Inc. shall provide the following “Administrative Agent” services in the conduct of the Hightstown Borough Affordable Housing Program, in accordance with the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 et seq.) and Council on Affordable Housing (C.O.A.H) Uniform Housing Affordability Controls-U.H.A.C (N.J.A.C. 5:80-26), they are:

1. Rehabco Inc. shall prepare an “Affirmative Marketing Plan”, in accordance with UHAC to properly market the availability of the program to the general public. The plan shall be maintained by the Municipal Housing Liaison. In accordance with rules as promulgated by UHAC, the Plan shall include sample media advertisements, a list of contacts for outreach to organizations within the COAH region and a description of the lottery procedure as implemented by Rehabco, Inc. in selecting prospective occupants for affordable units.
2. Rehabco Inc. shall conduct an out reach process prior to the lottery to ensure compliance with the Affirmative Marketing Plan for the marketing of affordable rental housing units within the township.
3. Rehabco Inc. shall provide, per request, counseling services to low and moderate-income applicants on subjects concerned with personal finance, budgeting, credit issues, mortgage qualification, rental lease qualification and landlord/tenant law.
4. Rehabco Inc. shall secure from developers or owners written acknowledgement of the requirement that no restricted affordable unit can be offered or committed, to any person, other than a household duly certified to occupy the unit.
5. Rehabco Inc. shall require that all certified applicants eligible for, or presently occupy restricted units, execute a “Certificate of Eligibility” (good for 180 days) as well as execute “Affordable Housing Restriction Agreement” to occupy, as applicable.
6. Rehabco Inc. shall forward annual mailings to all owners of affordable dwelling units, reminding them of their obligations under their “Affordable Housing Agreement”.
7. Rehabco Inc. will receive from the municipality lists of all affordable housing units which tax bills are mailed to absentee owners, and notify all such owners that they must either move back to their unit or sell it.

*A. Technical Proposal: Administrative Agent Services*  
*Continued*

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8. Rehabco Inc. will ensure that all restricted units are identified as affordable within the Tax Assessor's office as well at the offices of the Municipal Utility Authority (MUA).
9. Rehabco Inc. will monitor the outreach process as implemented by participating developers to insure affirmative marketing of affordable housing units in accordance with the provisions of N.J.A.C. 5:80-26:15 and general COAH rules and regulations.
10. Rehabco Inc. shall publish the availability of the program, the availability of applications and the prospective time and date of the lottery in accordance with Borough of Hightstown's "Affirmative Marketing Plan".
11. Rehabco Inc. shall forward "Pre-applications" to all interested persons from the general public.
12. Advertise the public lottery for the selection of applicants.
13. Conduct public lottery in convenient and open venue. Operate lottery machine and pulling lottery balls from machine. Develop listing of winners.
14. Rehabco Inc. will conducting all interviews of successful lottery winners and will obtain sufficient documentation of gross income and assets upon which to base a determination of income eligibility for low or moderate-income units;
15. Rehabco Inc. shall provide written notification to each applicant as to the determination of eligibility or non-eligibility inclusive of issuing "Certificate of Eligibility" to income-qualified persons or households.
16. If required, Rehabco Inc. will create and maintain a referral list of eligible applicant persons and eligible applicant households.
17. Rehabco Inc., if required, will furnish to attorneys forms of deed restrictions and mortgages for recording at the time of conveyance of title of each restricted unit. This specifically will include; "Recapture Mortgage Note", "Mortgage", "Deed", "Consideration for use by Seller Affidavit" and the "Affordable Housing Restrictions Agreement".
18. Rehabco Inc. shall create and maintain a file on each restricted unit for its control period of thirty (30) years in accordance with COAH rules.
19. Rehabco Inc. shall institute and maintain an effective means of communicating between owners and administrative agent regarding availability of restricted units.
20. Rehabco Inc. will institute and maintain an effective means of communicating information to low- and moderate-income households regarding availability of restricted units for resale.

*A. Technical Proposal: Administrative Agent Services*  
*Continued*

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21. Rehabco Inc. will review and approve requests from owners of restricted units who wish to take out home equity loans or refinancing during the term of ownership.
22. Rehabco Inc. will review and approve requests to increase sales prices from owners who wish to make capital improvements; such authorizations will be limited to additional bedrooms or bathrooms and the cost of central air conditioning systems.
23. Rehabco Inc. will process requests and make determinations on request by owners of restricted units for hardship waivers.
24. Rehabco Inc. will communicate with lenders regarding foreclosures or rental default.
25. Rehabco Inc. will ensure that the issuances of “Continuing Certificates of Occupancy” are pursuant to N.J.A.C. 5:80-2610.
26. Rehabco Inc. will notify Hightstown Township’s Municipal Housing Liaison of an owner's intent to sell a restricted unit.
27. Rehabco Inc. will ensure that a “Letter of Instruction to Sell” and “Intent to Sell” has been filed. Henceforth a “Purchase Agreement”, “Consideration for Use by Seller Affidavit”, “Recapture Mortgage Note”, “Mortgage” “Deed” and “Affordable Housing Restrictions Agreement” is prepared and executed in accordance with U.H.A.C.
28. Rehabco Inc. will also, on an annual basis, submit all required financial reports and monitoring reports to COAH and the court in accordance with N.J.A.C. 5:94-9.2 on the progress of the program.
29. Rehabco Inc. will follow the fiscal management plan as made part of Hightstown Township’s Housing Element and Fair Share Plan, aka. “Spending Plan” in accordance with N.J.A.C. 5:94-9.2, N.J.A.C. 5:93-5.2, to ensure proper maintenance and operation of Hightstown Township’s “Housing Trust Fund” as collected through developer’s fees. All fiscal management procedures will be implemented between Hightstown Borough and Rehabco, Inc. where appropriate.

## **PROGRAM IMPLEMENTATION and EXPERIENCE**

### *A. COMMUNITY DEVELOPMENT ADVISORY SERVICES*

Rehabco, Inc. has been providing extensive and continuous professional planning and management services to Community Development and Affordable Housing compliant entities for over twenty (20) years. Professional services which will be provided to the Borough of Hightstown will include the following:

- Establishment of operating policies and procedures. Inclusive of operating manuals for affordable housing programs such as “Affirmative Marketing Plan” and “Procedure Manual” in accordance with COAH’s new Model Operating Manual.
- Rehabco, Inc. shall directly report to Hightstown Township’s designated Municipal Housing Liaison or Borough Administrator.
- Development of procedures for project ranking and selection in accordance with “Uniform Housing Affordability Controls” NJAC 5:80-26.1
- Rehabco, Inc. shall maintain all necessary records relative to the affordable residency program inclusive of affirmative marketing details, tenant qualifications and unit specifics.
- Conduct of Citizen Advisory meetings.
- Preparation of program applications, in line with COAH rules.
- A Rehabco, Inc. representative will be available to report on the progress of the program to members of the Borough Committee either every six-months or on an as-need basis.
- Interaction with COAH (Council on Affordable Housing) officials during program implementation.
- Day-to-day program management and administration.
- Scheduling of project elements.
- Preparation of yearly COAH monitoring forms.
- Expertise in NJ Department of Community Affairs “COAH Tracking Monitoring System” (CTM) in order to report on monthly program progress and accomplishments.

## A. Community Development Advisory Services

Continued

E. Eugene Oross Associates/ Rehabco, Inc. has provided housing rehabilitation and affordable housing management and administrative assistance for programs in County of Ocean, County of Union, Bernards Township, Brick Township, Jackson Township, Lakewood Township, Edison Township, Parsippany-Troy Hills, Warren Township and the Borough of Sayreville since the early days of the HUD's Community Development Block Grant program and New Jersey's COAH process. In each of these programs, the firm played a major role in the development of their policies and procedures. The assistance provided included establishment of operational procedures, selection of program activities, preparation of applications, development of the housing rehabilitation "Manual", and provisions of training local personnel in the areas of Community Development planning and administration. We also provided Ocean County with professional technical assistance in its first year of participation in the HUD-CDBG housing rehabilitation program.

In addition, the firm has provided professional assistance or complete operation of Community Development programs to numerous municipalities and counties, which participate in various housing programs as well as State Affordable Housing Mandates. These municipalities and counties include the following:

|                        |                   |                      |
|------------------------|-------------------|----------------------|
| Counties of Burlington |                   | Township of Bernards |
| Middlesex              |                   | Brick                |
| Monmouth               |                   | Edison               |
| Ocean                  |                   | Lakewood             |
| Somerset               |                   | Manalapan            |
| Union                  |                   | Marlboro             |
| Boroughs of Chester    |                   | Monroe               |
| Dunellen               |                   | Jackson              |
| Freehold               |                   | North Hanover        |
| North Haledon          | Cities of Bayonne |                      |
| Pine Beach             | Elizabeth         |                      |
| West Paterson          | Long Branch       |                      |
| South Bound Brook      | Paterson          |                      |

Rehabco, Inc has provided community development and housing rehabilitation consultant services for the following municipalities since 1985:

| <u>Municipality</u> | <u>Duration</u> | <u>Director</u> | <u>Telephone</u> |
|---------------------|-----------------|-----------------|------------------|
| Ocean County        | 1985 – 1995     | Alan Avery      | 732-929-2054     |
| Township of Brick   | 1989 – 2015     | Joanne Bergin   | 732-262-1052     |
| Township of Warren  | 1988 – Present  | Mark Krane      | 908-753-8000     |

*A. Community Development Advisory Services**Continued*


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| <u>Municipality</u>          | <u>Duration</u> | <u>Director</u>      | <u>Telephone</u> |
|------------------------------|-----------------|----------------------|------------------|
| Bernards Township            | 1998 – 2006     | Don Davis            | 908-204-3016     |
| Jackson Township             | 2000 – Present  | Mayor Michael Reina  | 732-928-1200     |
| Lakewood Township            | 2003 – Present  | Mayor Menashe Miller | 732-364-2500     |
| Toms River Township          | 2005 – 2010     | Mayor Tom Kelaher    | 732-341-1000     |
| Borough of South Bound Brook | 1999-2002       | Donald Kazar         | 732-356-0258     |
| Township of North Hanover    | 2005- Present   | Bill Tilton          | 609-758-2522     |
| Borough of North Haledon     | 2003- 2006      | Mayor Randy George   | 973-427-7793     |
| City of Long Branch          | 1992 Only       | Carl Blumenthal      | 732-222-7000     |
| Middlesex County             | 1992 – 1994     | Jack Balog           | 732-754-4189     |

*B. Successful Housing Experience*

The firm has been directly responsible for the administration of housing programs resulting in the rehabilitation of over 2,000 units in the State occupied by low and moderate-income households. The firm's established track record is consistent with its commitment to providing reliable competent work.

Rehabco, Inc. has managed many subsidized housing programs through our twenty (20) year history. Rehabco celebrates its Twentieth Anniversary in January 2000 and through our first twenty years we are proud to report that we have helped rehabilitate over three thousand (3,000) housing units throughout the State of New Jersey.

Rehabco has also assisted in the initial design of various housing programs throughout the State. The firm has worked closely with the local government staffs such as Departments of Economic Development, local Building Inspections Departments, local or County Planning Departments to fashion a comprehensive and effective process for eligible applicants.

Oross Associates/Rehabco, Inc. has responded to all past and newly established rules from HUD (Housing & Urban Development) as well as COAH (Council on Affordable Housing) on details regarding requirements to create affordable housing opportunities through the municipal and County-based housing rehabilitation programs.

*C. Familiarity with HUD Regulations*

A significant portion of Rehabco's experience base has involved rehabilitation programs in conjunction with the HUD Community Development Block Grant Programs (CDBG) or COAH compliant programs. We were the prime administrators of the Ocean County Housing Rehabilitation Grant Program and the administrators of the Union County Housing Rehabilitation Program. Rehabco, Inc. is the prime administrator (on a consultant basis) for township based Community Development Departments, namely, in the Township's of Brick, Lakewood and Jackson in Ocean County and the Townships of Warren, Bernards and South Bound Brook in Somerset County, the Township of North Hanover in Burlington County and the Borough of North Haledon and West Paterson in Passaic County. All of the previous mentioned municipal programs are also working to satisfy COAH mandatory affordable housing obligations.

In all cases, the firm has been responsible for compliance with all procedural requirements established by the U.S. Department of Housing and Urban Development (HUD) and/or more stringent specific parameters established by the Council on Affordable Housing (COAH) for local compliance.

Both E. Eugene Oross Associates and Rehabco, Inc. are extremely familiar with HUD procedures and requirements. The firm has served the Townships of Brick and Edison with their initial application as a HUD/CDBG Entitlement Community Program. Rehabco's services include the development of program objectives, which are published in HUD "Community 2020" Annual Program Plans, reporting program progress in HUD "Consolidated Annual Performance Evaluation Reports (CAPER) and specific expertise in the sophisticated "IDIS" fiscal drawdown software. Furthermore, the firm has been responsible for the conduct of all required Environmental Reviews and procedural requirements. The firm also prepared the now updated "CHAS" for the Township of Edison's program in 1992.

#### *D. Familiarity with Additional HUD Programs*

Rehabco's rehabilitation services are overseen by US Department and Housing and Urban Development (HUD) rules and regulations for the implementation of such programs. E. Eugene Oross Associates/Rehabco, Inc. has also managed and administered the Commercial Renovation program in Lakewood Township.

During the six (6) years of its operation, the Lakewood Township Commercial Renovation Program was a partial grant program offering assistance to downtown store owners. Applicants are provided with a grant to cover an established percentage of the cost of rehabilitating storefronts. The structures, which were targeted, are located in the prime business area of downtown Lakewood. Owners qualify if their businesses are situated in this area. The grant program ceased operation in 1989 and now operates on a revolving loan basis.

*Familiarity with Additional HUD Programs**Continued*

The firm also has experience in the processing and packaging of applications for Housing and Urban Development Section 3 Rehabilitation Loan Program. In excess of \$330,000 of Section 312 loans have been administered in the Borough of Sayreville.

In addition, the firm provided day to day management of the Union County (Section 8) Rental Assistance Program at our offices for program year 2000 and 2001. Presently this office performs all inspection related duties for the Ocean County (Section 8) Rental Assistance Program.

The firm also has vast experience in preparation of application forms and administration of Neighborhood Preservation Program (NPP) Balanced Housing funds from the New Jersey State Department of Community Affairs. Presently such NPP contracts include Brick and Edison Township.

*E. Familiarity with Council on Affordable Housing (COAH) Regulations*

The firm has extensive experience with the rules and regulations of the N.J. Council on Affordable Housing (COAH). The firm's parent company has been responsible for the preparation and certification of over twenty (20) Fair Share Housing Elements pursuant to COAH rules and regulations. Rehabco Inc. has vast experience in implementation of the COAH's Uniform Housing Affordability Controls (U.H.A.C.) and thereby the direct administration of municipally based affordable housing programs funded with Regional Contribution Agreement (RCA) and/or Developer Fee(s) program support. Rehabco was officially certified as C.O.A.H "Administrative Agent" on June 18, 2008.

Rehabco, Inc., either currently or in the recent past, has had affordable housing service contracts in conjunction with U.H.A.C in Somerset County municipalities of Warren Township and Bernards Township, Boroughs of Watchung and Peapack and Gladstone and South Bound Brook. In the Ocean County municipalities of Brick Township, Jackson Township, Lakewood Township, the Township of North Hanover in Burlington County and the Borough of Pine Beach and the Borough's of North Haledon and West Paterson in Passaic County. Rehabco are either the prime "Administrative Agents" and/or housing rehabilitation program administrators for these municipal based programs, which utilizes various funding sources in the delivery of, completed housing projects. The firm has administered these programs following the procedural requirements of UHAC, and units rehabilitated under such programs have been credited to the municipality's "fair share" obligation. Rehabco has received all pertinent training and certifications for implementation of "Administrative Agent" based services.

The firm's experience is inclusive of program management activities through the Balanced Housing program administered by the New Jersey Department of Community Affairs (DCA) and the New Jersey Housing Mortgage Finance Agency (NJHMFA). The firm has prepared applications and secured financing from DCA for housing rehabilitation programs for client municipalities. Rehabco has also been the prime administrators of the various Rental Based Programs for pre-qualified landlords. Rehabco

was instrumental in obtaining funds for this program which ultimately assists tenants in need of unit upgrade and code compliance.

*F. Administration and Grant Seeking*

Rehabco, Inc., is fully capable of supplying staff persons for the daily administration or part time servicing of Community Development Programs including Housing Rehabilitation activities, which include program planning, fiscal management and general administration. Grant seeking and municipal funding procurement, functions that are necessary for a completely on-line Community Development Department, are also included in the technical assistance and consulting services of Rehabco, Inc.

Public Service Grants and programs, which would be available through State, Federal or Private sources, would also be under the direct charge of Rehabco, Inc. The firm is also able to provide technical assistance to all local municipal based departments interested in obtaining monies to better serve the residents of client municipalities.

Grant seeking duties include:

- Grant procurement.
- Research and development.
- Preparation of application documents.
- Liaison with grant recipient entities.
- Full preparation and execution of municipal related ordinances and resolutions.

Rehabco, Inc. has provided assistance to local governments in preparation of grant applications and related programs:

- New Jersey Department of Community Affairs, Balanced Housing Program, Rental Rehabilitation Program, RCA program (past)
- New Jersey Division on Aging, Safe Housing and Transportation Program
- New Jersey Department of Law and Public Safety, Local Level Training Funds
- New Jersey Department of Environmental Protection and Energy, Green Acres Grants, Clean Communities Program, Local Environmental Commission Matching Grants

## P E R S O N N E L

Following is a description of the background and experience of those members of the firm who participate in various administrative and construction aspects of a housing rehabilitation program. The expertise is on hand for the full operation of a comprehensive housing program.

E. Eugene Oross, P.P., A.I.C.P.: Professional Planner, President Emeritus of Rehabco, Inc.

Gene Oross is a member of the American Institute of Certified Planners and a member of National Association of Housing and Redevelopment Officials. He has also been a fully licensed Planner in the State of New Jersey for over thirty (30) years. He has received a Certificate of Achievement for Building Inspections (R.C.S.) through the State Institute of Management and Technical Development. From 1988 to 1990, he served on the State Planning Commission as it's only Professional Planner. Mr. Oross' Urban Planning firm has been in existence for over 25 years and represents over 35 municipalities in the State of New Jersey in various land use and environmental consulting matters.

Ervin E. Oross, Jr., P.P. A.I.C.P.: President of the Firm, Chief Program Administrator

Ervin Oross completed his Masters in City and Regional Planning (MCRP) at Rutgers University specializing in Housing and Community Development in 1992. Ervin also has a degree in Political Science from Fairleigh-Dickinson University in Madison, New Jersey. This background brings current approaches to the administration of all housing programs. He has been employed with Rehabco, Inc. for twenty (20) years. He is in charge of various community development and housing rehabilitation programs throughout the State of New Jersey. He has specific expertise in New Jersey Council on Affordable Housing (COAH) and US Department of Housing and Urban Development (HUD) rules and regulations and the operation of programs under their specific jurisdiction. Ervin is also a licensed planner in the State of New Jersey. Ervin, through Rehabco, Inc. is the Community Development Director for the Township of Brick and Lakewood Township in Ocean County, New Jersey.

Mr. Oross is involved in numerous educational programs offered by the National Community Development Association (NCDA), the New Jersey Community Development Association (NJCDA), the Affordable Housing Professionals of New Jersey (AHPNJ) as well as the American Planning Association (APA). In June of 2008, Ervin also successfully passed COAH's and Rutgers University, Module I Training to perform "Administrative Agent" services for client municipalities. He relates most of his expertise to elements of housing rehabilitation, affordable housing and to ongoing planning programs. Ervin has been responsible for the direct development and administration of all housing rehabilitation and community development program activities. His responsibilities include all facets of day-to-day administration and management of all said housing and community development programs. Ervin also served on a special select board of housing professionals who advised on the content of the New Jersey Uniform Rehabilitation Construction Subcode, which was made into State law on January 5, 1998. Ervin is also a New Jersey licensed real estate salesperson.

*Personnel*

*continued*

Mike Thulen: Rehabco Construction & Specification Specialist

Mike has over twenty (20) years of experience in the commercial construction and residential building trades. He specifically brings his expertise in residential rehabilitation cost estimation to programs under the management of Rehabco, Inc. His daily duties include work write-ups, cost estimates, progress and final inspections.

Joseph Troia: Rehabco Construction & Specification Specialist

George has over twenty (20) years of experience in construction and building trades. He specifically has expertise in the preparation specifications and inspections of all housing rehabilitation activities. His daily duties include work write-ups, cost estimates and progress and final inspections.

Beverly Morge: Vice President of Operations, Administrator

Beverly Morge has been with the firm for over eighteen (18) years. She is in charge of the processing of program applications, the management and administration of all affordable housing and housing rehabilitation projects under charge to Rehabco, Inc. Those responsibilities include liaison between contractors and homeowners, the tracking of all projects as well as the completion of all program reporting.

Kathy Morris: Assistant Program Administrator

Kathy has been with the firm for over three (3) years now. She is in charge of the daily management of all affordable housing and housing rehabilitation programs and projects under the direct administration of Rehabco, Inc.

### **OFFICE LOCATION**

Rehabco, Inc. is located on 470 Mantoloking Road in Brick Township, New Jersey. Our services can be retrofitted to suit local program needs regardless of location of clients.

## **COSTS and COMPENSATION**

**Initial Program Set-Up Fee** If an applicant lottery selection process is required for a new development; Rehabco will charge a “One Time Set Up Fee” of \$2,500 for the first year of program creation/development and marketing, implementation and daily operation. All initial tasks will include the specifics as described in the “Technical Proposal” and “Program Implementation and Qualifications” section of this proposal. (If random selection process needed)

**Program Operating Manual and Affirmative Marketing Plan** If required, Rehabco, Inc. shall be compensated \$1,750 for the creation of the “Hightstown Borough Affordable Housing Operating Manual” in line with COAH’s Model Operating Manual format. The same rate of compensation (\$1,750) will be due for the development of the township’s “Affirmative Marketing Plan” in line with UHAC rules and regulations.

**Per Unit Fee** Rehabco Inc. shall charge \$175 for initial “Certificate of Eligibility” of each new household referred for rental or owner occupancy. This fee will also be charged for any new and/or recently vacated unit for occupancy as described in the “Technical Proposal” section of this submission. The reason for this is that if a unit is vacated, it will be necessary to perform all of the initial tasks required for the re-occupancy of a vacated unit, and therefore this fee will apply. This fee will borne by the landlord, tenant or seller of the affordable housing unit to be paid at the time of closing to Rehabco, Inc.

**Qualification of Prospective Tenants for Re-Rentals** In accordance with UHAC, all rental occupants or families will require income re-certification at the conclusion of their lease term either annually or bi-annually. (See UHAC 5:80-26.16) The fee for this task will be \$175 for each unit that is renewed for tenant eligibility and receives an updated “Certificate of Eligibility” from Rehabco, Inc. This fee will borne by the seller of the affordable housing unit to be paid at the time of closing to Rehabco, Inc.

**Refinancing and Home Equity Transactions** Oftentimes, through the course of the term of the affordable housing agreement, it will be necessary for the Administrative Agent to research the appropriate mortgage commitments for the purposes of refinancing and/or home equity transactions. Rehabco Inc. will charge a fee of \$100 for this service to the owner. . This fee will borne by the seller of the affordable housing unit to be paid at the time of closing to Rehabco, Inc.

**Hourly Rate for Reporting** All required reporting and or program planning duties will be at an hourly rate of \$175 per hour, not to exceed \$3,500 for each report completed.

**EQUAL OPPORTUNITY and  
AFFIRMATIVE ACTION POLICIES**

The firm of Rehabco, Inc. is an equal opportunity employer and shall not discriminate against an employee or applicant because of race, color, religion, sex or national origin.

**STATEMENT OF INTENT**

Rehabco Inc. does hereby agree to attend any and all informational and training sessions as conducted by the New Jersey Council on Affordable Housing (COAH). This is inclusive of administrative updates as they relate to all administrative functions under the local affordable housing program. This specifically applies to C.O.A.H. Uniform Housing Affordability Controls (U.H.A.C.) as they guide the management of the Hightstown Borough Affordable Housing Program.

**REPRESENTATION AND WARRANTY**

Rehabco Inc. does hereby attest that within the official capacity of “Administrative Agent” for the Borough of Hightstown, it shall have no financial interest in any restricted affordable housing units within the township.

## Resolution 2016-152

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

**RESOLUTION AUTHORIZING THE BOROUGH OF HIGHTSTOWN TO ENTER INTO AN AGREEMENT WITH NORMAN A. RANDOLPH, JR. FOR THE EXPENDITURE OF THE AFFORDABLE HOUSING TRUST FUNDS IN ORDER TO FACILITATE THE PROVISION OF AFFORDABLE HOUSING UNITS WITHIN THE BOROUGH.**

**WHEREAS**, the Governing Body of the Borough of Hightstown (the “Borough”) is committed to addressing its Third Round obligation for the provision of affordable housing to satisfy the regional need for the same, in accordance with requirements still to be finally determined; and

**WHEREAS**, to that end, the Borough is in the process of updating its Housing Element and Fair Share Plan (the “Fair Share Plan”); and

**WHEREAS**, the Borough’s updated Fair Share Plan shall promote an affordable housing program pursuant to the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301, et seq.); and

**WHEREAS**, the Borough intends to include within the Borough’s updated Fair Share Plan, the property located at 278 Academy Street, more commonly known and designated as Block 38, Lot 1 on the Borough’s Tax Map (the “Property”), which Property is under the record ownership of Norman A. Randolph, Jr. (the “Owner”), as a site for the provision of affordable housing, so long as certain conditions are fulfilled; and

**WHEREAS**, the Property currently comprises a rooming/boarding home commonly known as the “Randolph Rooming House,” which contains nine (9) separate living units; and

**WHEREAS**, the Owner has proposed the imposition of deed restrictions on all nine (9) units at the Property, with the length of the restrictions to endure for a period of thirty (30) years, so that the units may only be occupied as affordable units by income-eligible inhabitants; and

**WHEREAS**, the Owner’s proposal is premised upon the Borough providing a contribution to the Owner to underwrite the provision of these new affordable units; and

**WHEREAS**, the Borough has previously adopted Ordinance(s) authorizing the imposition and collection of development fees in connection with certain new residential and non-residential construction in the Borough, which funds were to be deposited into an Affordable Housing Trust Fund (also referenced as the “Trust Fund”); and

**WHEREAS**, the monies collected and deposited into the Trust Fund are intended to be utilized in order to facilitate the provision of affordable housing units within the Borough; and

**WHEREAS**, the Borough has agreed to contribute certain funding from the Trust Fund to the Owner, in order to facilitate the creation of these new affordable units, which will assist the Borough in satisfying its affordable housing requirements for the Third Round; and

**WHEREAS**, the terms and conditions associated with this undertaking are set forth in the attached Agreement between the Borough and the Owner, which Agreement is attached hereto and made a part hereof;

and

**WHEREAS**, the Borough Council wishes to authorize the execution of the attached Agreement and the provision of the aforesaid funding from the Borough's Trust Fund, conditioned upon the following:

- (1) Certification from the Borough's Affordable Housing Administrative Agent that all of the nine (9) housing units referenced above satisfy the necessary requirements in order for the Borough to gain credit for the units as part of its Fair Share Plan; and
- (2) The execution and recording of a deed restriction relating to the nine (9) housing units ensuring that they shall remain restricted for the provision of affordable housing for a period of not less than thirty (30) years, which deed restriction must be approved as to form by the Borough Attorney and the Borough's Affordable Housing Administrative Agent; and

**WHEREAS**, the Hightstown Borough Council finds and declares that, subject to the conditions referenced above, the execution of the attached Agreement is in the best interest of the residents of the Borough, and that it shall further the Borough's commitment to addressing its Third Round obligation for the provision of affordable housing to satisfy the regional need for the same.

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

1. That, subject to the conditions referenced above, the Mayor is hereby authorized to execute and the Borough Clerk to attest, the attached Agreement regarding the Property, in order to facilitate the provision of nine (9) new units of affordable housing within the Borough.
2. That a certified copy of this Resolution shall be provided to each of the following:
  - a. Rehabco, Inc.  
470 Mantoloking Rd.  
Brick, New Jersey 08723;
  - b. Henry Underhill, Borough Administrator;
  - c. Tamara L. Lee, PP, AICP, Borough Planner;
  - d. Frederick C. Raffetto, Esq., Borough Attorney;
  - e. Jolanta Maziarz, Esq., Planning Board Attorney; and
  - f. Ken Pacera, Tax Assessor.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

---

Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2016-153

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

## APPOINTING A MUNICIPAL HOUSING LIAISON

**WHEREAS**, the Governing Body of Hightstown Borough (the “Borough”) is committed to addressing its Third Round obligation for the provision of affordable housing to satisfy the regional need for the same, in accordance with requirements still to be finally determined; and

**WHEREAS**, to that end, the Borough is in the process of updating its Housing Element and Fair Share Plan (the “Fair Share Plan”); and

**WHEREAS**, the Borough’s updated Fair Share Plan shall promote an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301, et. seq.); and

**WHEREAS**, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., the Borough is required to appoint a Municipal Housing Liaison for the administration of its affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.; and

**WHEREAS**, the provisions relating to the appointment of a Municipal Housing Liaison to administer Hightstown Borough’s affordable housing program are set forth in Section 2-25.3 of the Borough’s Municipal Code.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of Hightstown Borough in the County of Mercer, and the State of New Jersey that the Borough Administrator is hereby appointed as the Municipal Housing Liaison for the administration of the Borough’s affordable housing program, pursuant to and in accordance with Section 2-25.3 of Hightstown Borough’s Municipal Code.

## CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

---

Margaret M. Riggio  
Deputy Borough Clerk



# Resolution 2016-154

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

**AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN HIGHTSTOWN  
BOROUGH AND EAST WINDSOR TOWNSHIP FOR CONTRIBUTION OF THE  
MATCHING LOCAL SHARE FOR BUS SERVICES**

**WHEREAS**, the Borough of Hightstown is desirous of entering into a renewed shared services agreement with the Township of East Windsor for the purpose of providing public transportation services for its citizens; and

**WHEREAS**, the term of said agreement shall be from July 1, 2016 through June 30, 2017; and

**WHEREAS**, the Borough's share of the cost of this service, by the terms of the agreement, is \$2,180.00, representing no increase from prior years; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Mayor and Borough Clerk are hereby authorized and directed to execute a Shared Services Agreement for Contribution of the Matching Local Share for Bus Services with East Windsor Township in the amount of \$2,180.00.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

---

Margaret M. Riggio  
Deputy Borough Clerk

**RESOLUTION R2016-144**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, the Township of East Windsor and the Borough of Hightstown are desirous of providing public transportation services for their citizens; and

**WHEREAS**, the Township of East Windsor and the Borough of Hightstown have agreed to provide matching local shares for bus services.

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. authorizes any municipality to enter into a contract with any other municipality for the joint provision of any service which either party is empowered to render within its own jurisdiction; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The attached "Shared Services Agreement for Contribution of the Matching Local Share for Bus Services", between the Township of East Windsor and the Borough of Hightstown, for the term of July 1, 2016 through June 30, 2017, is approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on August 2, 2016.

  
Gretchen McCarthy  
Municipal Clerk

**SHARED SERVICES AGREEMENT  
FOR CONTRIBUTION OF THE  
MATCHING LOCAL SHARE FOR  
BUS SERVICES.**

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between the *TOWNSHIP OF EAST WINDSOR*, located at 16 Lanning Boulevard, East Windsor, New Jersey 08520-1999, hereinafter, the "Township" and the *BOROUGH OF HIGHTSTOWN*, located at 156 Bank Street, Hightstown, New Jersey 08520, hereinafter the "Borough."

**WITNESSETH:**

WHEREAS, N.J. Transit has offered funding to East Windsor Township of transportation services for Fiscal Year 2017 beginning July 1, 2016; and

WHEREAS, The Township of East Windsor, the Borough of Hightstown, and the County of Mercer have jointly agreed to provide the matching local share: and

WHEREAS, a good public transportation system decreases gasoline consumption, decreases traffic and parking congestion, improves air quality, provides mobility for residents who do not drive or cannot afford a taxi, decreases road maintenance costs and provides greater accessibility to the public, especially the elderly and the handicapped, to medical offices, shopping areas, and places of interest; and

WHEREAS, the Township of East Windsor, the Borough of Hightstown and the county of mercer are desirous of providing public transportation services; 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.

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

1. Purpose. This agreement is to allocate expenses and responsibilities for the operation of transportation services as hereinafter described.

2. Commuter Bus Services. It is agreed and understood between the parties that the Township shall execute an agreement with a bus operator to provide a weekday commuter bus service to the Princeton Junction train station from East Windsor Township and Hightstown Borough.
3. Change in Service. The parties may agree in writing at any time to request that the Township modify the commuter bus schedule.
4. Community Bus Schedule. It is agreed and understood between the parties that the Township's Senior Center shall provide transportation services for senior citizens, the handicapped, and other residents of East Windsor Township and Hightstown Borough.
5. Term. This agreement shall be effective from July 1, 2016, and shall continue through June 30, 2017.
6. Transportation Costs. The estimated cost of bus services during the term of this agreement is approximately \$213,000.00. All contributions from Hightstown Borough will go toward this cost.
7. Contribution. The Borough agrees to contribute \$2,180.00 toward a minimum total local share of \$50,000.00 for transportation costs.
8. Authorization and Certification of Funds. Simultaneously, with the execution and delivery hereof, each party hereto shall deliver to each other party a true and complete copy of an ordinance or resolution, as appropriate, authorizing such party to enter in to this Agreement, together with a certificate showing the availability of funds for such party's contributions required by this Agreement.
9. Project Account. Non-Township cash contributions shall be given to the Township within sixty (60) days of the execution of this agreement, to be maintained in a separate account to be known as Project Account and to be disbursed solely for the costs of this project.
10. Accounting. The Borough may submit a written request to the Township for an accounting of monies disbursed for this project. The Township shall provide an accounting within forty-five (45) days receipt of such written request.
11. Termination. In the event the agreement with N.J. Transit or with the bus company is cancelled or terminated for any reason whatsoever, this agreement shall be null and

void. If this agreement is terminated prior to its term, the Township shall make payment for the Project Account for the amount of any costs incurred to the effective date of the notice of termination. If the agreement is terminated for any reason, any unexpended funds contributed by the Borough shall be returned to the Borough within forty-five (45) days in proportion to each parties' contributions.

- 12. Modifications. Except as otherwise provided in this agreement, this agreement may be modified only by prior written agreement of all parties.

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

**TOWNSHIP OF EAST WINDSOR**

\_\_\_\_\_  
**Gretchen McCarthy**  
**Municipal Clerk**

\_\_\_\_\_  
**JANICE S. MIRONOV**  
**Mayor**

**Date:** \_\_\_\_\_

**BOROUGH OF HIGHTSTOWN**

\_\_\_\_\_  
**Debra Sopronyi**  
**Borough Clerk**

\_\_\_\_\_  
**LAWRENCE QUATTRONE**  
**Mayor**

**Date:** \_\_\_\_\_

# Resolution 2016-155

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

## **REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 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 2016 as follows:

| <b>Source</b>       | <b>Amount</b> | <b>Revenue Title</b>                                            | <b>Appropriation Title</b>                                      |
|---------------------|---------------|-----------------------------------------------------------------|-----------------------------------------------------------------|
| State of New Jersey | \$3,746.75    | Municipal Court Alcohol<br>Education and<br>Rehabilitation Fund | Municipal Court Alcohol<br>Education and<br>Rehabilitation Fund |

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

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Margaret M. Riggio  
Deputy Borough Clerk

# Resolution 2016-156

BOROUGH OF HIGHTSTOWN  
 COUNTY OF MERCER  
 STATE OF NEW JERSEY

## REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2016 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 2016 as follows:

| Source                                              | Amount       | Revenue Title                 | Appropriation Title           |
|-----------------------------------------------------|--------------|-------------------------------|-------------------------------|
| State of New Jersey Department of Community Affairs | \$150,000.00 | Small Cities CDBG Block Grant | Small Cities CDBG Block 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 August 15, 2016.

---

Margaret M. Riggio  
 Deputy Borough Clerk

# Resolution 2016-157

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 2015; 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 2015 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 2015 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.

### CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

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Margaret Riggio  
Deputy Borough Clerk

**Schedule "A" – Page 1 of 2**

*The following volunteers qualified by points earned during the year 2015 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  
 Sheenan, Michael  
 Mastriano, Richard  
 Bukowski, Matthew  
 Sidelinger, James  
 Sugg, Charles  
 Esch, Ed  
 Havens, Jr., W.  
 Madonia, M.  
 Evers, Gary  
 Van Kirk, Lawrence  
 Jenkins, Scott  
 Johnson, B.  
 Krakowski, Scott  
 Reed, Chad  
 Hastings, Daniel  
 Derr, Donald  
 Pietszch, Charles  
 Glackin, Neal  
 McClenahan, C.  
 Krakowski, Jacob  
 Lawson, Matt  
 Belgard, Scott  
 Derr, Stephanie  
 Hagadorn, Sean  
 Teller, Jim  
 Zullo, Joseph

**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

Lidke, Theresa

# Resolution 2016-158

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

## **AUTHORIZING REFUND OF TAX OVERPAYMENT**

**WHEREAS**, an overpayment of 2016 taxes was made for Block 11, Lot 17.02, 157 Monmouth Street, in the amount of \$773.59 due to the reassessment of the land value ; and

**WHEREAS**, the owner, Hights Realty, LLC, 401 East Linden Avenue, Linden, New Jersey, 07036 has requested that a refund be issued for the overpayment in the amount of \$773.59; and

**WHEREAS**, the Tax Collector has requested that said overpayment be refunded in the amount of \$773.59.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Tax Collector and CFO are hereby authorized to issue a refund in the amount of \$773.59 to Hights Realty, LLC, 401 East Linden Avenue, Linden, NJ 07036, representing the tax overpayment as set forth herein.

## **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

---

Margaret M. Riggio  
Deputy Borough Clerk

**Peggy Riggio**

---

**From:** Collector  
**Sent:** Friday, July 15, 2016 10:43 AM  
**To:** Peggy Riggio  
**Subject:** RESOLUTION

Peggy,

I need a resolution to refund Block 11 Lot 17.02 in the amount of \$773.59 overpayment due to house reduced assessment from 68,300 to 10,000 so the overpayment will take too long to use up. Owner name is Hights Realty

**Angela LoConte CTC**  
**Tax Collector**  
**Borough of Hightstown**  
**156 Bank St**  
**Hightstown, NJ 08520**  
**609-490-5100 Ext. 613 phone**  
**609-448-2672 fax**  
**[tax@hightstownborough.com](mailto:tax@hightstownborough.com)**

# Resolution 2016-159

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

## **ACCEPTING MEMBERSHIP OF KARA LYONS IN HIGHTSTOWN ENGINE CO. NO. 1**

**WHEREAS**, Kara Lyons of Hightstown, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

**WHEREAS** Ms. Lyons has undergone and passed the required physical examination, and her membership application has been reviewed and approved by Fire Chief Scott Jenkins;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the membership of Kara Lyons in Hightstown Engine Company No. 1 is hereby accepted.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be forwarded to Hightstown Engine Co. #1.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on August 15, 2016.

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Margaret M. Riggio  
Deputy Borough Clerk

**BOROUGH OF HIGHTSTOWN**  
**Board of Health**

**MEMORANDUM**

**TO: Mayor and Council**

**FROM: Jill M. Swanson, Health Officer**

**SUBJECT: Smoke-free Parks and Recreation Ordinance**

**DATE: August 5, 2016**

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The Hightstown Borough Board of Health discussed the development of an ordinance to regulate smoking at outdoor recreational venues. The Board considered the inherent health risks associated with exposure to second hand smoke for non-smokers and the concept of promoting positive social norms for children while they are enjoying parks and recreational areas in the Borough. At the Hightstown Borough Board of Health meeting held June 8, 2016, the Board voted to recommend to Borough Council adoption of policy that discourages smoking in outdoor spaces which are owned or operated by the Borough and in which children are likely to be present. The Board further recognized that this policy is one step forward in helping to promote a safe and healthy environment for the entire community.

Attached is a draft ordinance which has been developed considering the unique characteristics of Hightstown Borough and after review of numerous sample ordinances adopted in other New Jersey communities. Also attached is a sample of the signs which are available free of charge following adoption.

Please feel free to contact me at 609-936-8400 if further clarification is necessary.

- c. Hightstown Environmental Commission  
Hightstown Parks and Recreation Commission

## Borough of Hightstown

### Ordinance #2016-

#### AN ORDINANCE TO PROHIBIT SMOKING IN PARKS AND RECREATIONAL AREAS OWNED, LEASED, OR OPERATED BY THE BOROUGH OF HIGHTSTOWN

WHEREAS, pursuant to N.J.S.A. 40:48.2, the governing body of a municipality may make, amend, repeal, and enforce such other ordinances, regulations, rules and by-laws not contrary to the laws of this state or of the United States, as it may deem necessary and proper for the good of government, order and protection of person and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants, and as may be necessary to carry into effect the powers and duties conferred and imposed by this subtitle, or by any law; and

WHEREAS, N.J.S.A. 26:3D-63 expressly authorizes municipalities to enact strict ordinances regulating smoking; and

WHEREAS, N.J.S.A. 2C:33-13b also provides that the owner and/or operator of a public place, such as public parks and recreational areas, may prohibit smoking on such property; and

WHEREAS, the Borough Council recognizes the well-known health and safety risks posed by smoking and finds that it is within the public interest to prohibit smoking in public parks and recreation areas; and

WHEREAS, the Township Council has determined that the public interest is especially implicated in preventing children and youths in the Borough of Hightstown from being exposed to and succumbing to the temptations of experimenting with tobacco products; and

WHEREAS, the Borough Council also finds that the appearance of parks and recreation areas can be enhanced and the limited resources of the Borough's Department of Public Works can be conserved if smoking were to be banned from such areas, thereby keeping such areas free of the litter generated by the smoking of cigarettes, such as cigarette butts, ashes and packaging.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Hightstown that the Borough Code, Chapter 3 shall be amended as follows:

### **Section I**

#### **Chapter 3-19**

**3-19.1 Definitions.** As used in this chapter, the following words shall have the following meanings;

PARKS AND RECREATIONAL FACILITIES shall include all public parks, playgrounds, ball fields, swimming pools, gardens, plazas publicly owned or leased by the Borough of Hightstown and all property owned or leased by the Borough of Hightstown upon which the public is invited or upon which the public is

permitted and where individuals gather for recreational activities, including all areas adjacent to such facilities, including, but limited to, any sidewalk, parking area, driveway or drive aisle.

SMOKING – The burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling or exhaling of smoke or vapor from an electronic smoking device.

### **3-19.2 Prohibition of smoking in public places.**

- A. Parks and Recreational Facilities. Smoking shall be prohibited in public parks and recreation facilities owned or leased by the Borough of Hightstown and property owned or leased by the Borough of Hightstown upon which the public is invited or upon which the public is permitted and where individuals gather for recreational activities, including all areas adjacent to such facilities, including, but not limited to, any sidewalk, parking area, driveway or drive aisle, which has been designated with no-smoking signs. Areas designated as smoke free recreational parks shall include:

1. Association Ave – Grant Ave
2. Dawes Park
3. Memorial Park – Main Street
4. Rocky Brook Park
5. Roger G. Cook Greenway

- B. Municipal Vehicles. Smoking shall be prohibited in any vehicle registered to the Borough of Hightstown.

### **3-19.3 Signage Required.**

A sign shall be clearly, sufficiently and conspicuously posted at every property where smoking is prohibited by this Ordinance. The sign(s) shall state “Smoke Free Zone” or “This Public Property is 100% Smoke Free” or substantially similar language and may contain the international no smoking sign or symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section). All signs shall be clearly visible to the public and shall contain letters or a symbol which contrasts in color with the sign, indicating that smoking is prohibited in the designated area. The sign shall also indicate that violators are subject to a fine.

### **3-19.4 Enforcement**

The Business Administrator, police officer, health officer or other public employee engaged in the execution or enforcement of this Section, or any other citizen, may sign a complaint against any individual for violation of the provisions of this Section.

**3-19.5 Violations and penalties.**

For violation of the provisions of this Section, the minimum penalty upon conviction shall be a fine of not less than One Hundred Dollars (\$100.00) and not more than Two Hundred Dollars (\$200.00) and/or imprisonment in the County Jail or other method of detention for a term not exceeding thirty (30) days.

**SECTION II.**

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 the 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.

**SECTION III.**

This ordinance shall take effect upon final passage and publication in accordance with the law.

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR'S APPROVAL:

EFFECTIVE DATE:

SAMPLE



***BREATHE EASY***

**THIS PUBLIC PROPERTY**

is

**100% SMOKE-FREE**



**Tobacco-Free**  
FOR A HEALTHY NEW JERSEY

Violators are Subject to Fine