

Agenda

Hightstown Borough Council

July 20, 2020

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6:30 PM – Public Session

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

Meeting called to order by Mayor Lawrence Quattrone.

STATEMENT: Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was provided to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office.

Roll Call

Flag Salute

Approval of the Agenda

Minutes

June 10, 2020 – Public Session
June 10, 2020 – Executive Session
June 15, 2020 – Public Session

Public Comment

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

Ordinances

Discussion Ordinance 2020-04 Planning Board Recommendations for Revisions to the Redevelopment Plan

Final Reading and Public Hearing 2020-04 Ordinance of the Borough of Hightstown, In the County of Mercer Adopting a New Redevelopment Plan for Tax Block 8, Lots 12-14; Tax Block 18, Lots 8-12; Tax Block 21, Lots 1-14, 20 and 26; and Tax Block 30, Lots 1-13

Final Reading and Public Hearing 2020-05 Bond Ordinance Providing for Improvements to Various Roads in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$873,000 therefor and Authorizing the Issuance of \$273,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Final Reading and Public Hearing 2020-06 Bond Ordinance Providing for Drainage Improvements to the Water and Sewer Utility and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$310,000 Therefor and Authorizing the Issuance of \$295,200 Bonds or Notes in the Borough to Finance the Cost Thereof

First Reading and Introduction 2020-07 An Ordinance to Establish Superior Officer Salaries for the Years 2019, 2020, and 2021

First Reading and Introduction 2020-08 An Ordinance to Establish Police Salaries for the Years 2019, 2020, and 2021

Resolutions	2020-143	Payment of Bills
Consent Agenda	2020-144	Supporting and Authorizing a Grant Application Between Hightstown Borough and State of New Jersey by and for the Department of Environmental Protection – Grant Identifier: UCF-2019-Borough of Hightstown-00076
	2020-145	Authorizing the Hightstown Borough Cultural Arts Commission Permission for a Mural Located at 148 North Main Street
	2020-146	Amending Resolution 2020-25 Authorizing Depositories and Signatures for Borough Accounts
	2020-147	Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2020 Budget
New Business		Revisions to Parks & Recreation Rules & Regulations Additional Work Pricing – S&G Paving Construction
Old Business		2020 Budget
Subcommittee Reports		
Mayor/Council/Administrative Reports		
Executive Session	Resolution 2020-148	Authorizing a Meeting that Excludes the Public Contract Negotiations – Housing Authority Contract Negotiations – Robbinsville
Adjournment		

**Meeting Minutes
Hightstown Borough Council
June 10, 2020
6:00 p.m.**

The meeting was called to order by Mayor Quattrone at 6:00 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted on the Borough Website." Do to COVID-19 and self-distancing protocols, this meeting was held remotely through freeconferencecall.com.

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Cicalese</i>	✓	
<i>Councilmember Jackson</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Musing</i>	✓	
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk and Debra Sopronyi Borough Clerk/Administrator.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Bluth; Seconded by Councilmember Misiura.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Agenda approved 6-0.

PUBLIC COMMENT

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

There being no one coming forward, Mayor Quattrone closed the public comment period.

EXECUTIVE SESSION

Resolution 2020-126 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Stults; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2020-126

*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 June 10, 2020, via teleconference, 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 - Robbinsville

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 September 1, 2020, or when the need for confidentiality no longer exists.

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

Council reconvened into public session at 7:13 p.m.

ADJOURNMENT

Moved by Councilmember Stults at 7:13 p.m.; Seconded by Councilmember Bluth. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
June 15, 2020
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 7:00 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted on the Borough website." Do to COVID-19 and self-distancing protocols, this meeting was held remotely through freeconferencecall.com.

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Cicalese</i>	✓	
<i>Councilmember Jackson</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Musing</i>	✓	
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator, Jim Sidelinger, OEM Coordinator and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Mayor Quattrone asked that an OEM update be added to the agenda.

Councilmember Misiura moved the agenda as amended. Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Agenda approved as amended 6-0.

OEM UPDATE

Jim Sidelinger, OEM Coordinator, updated Council on the Declaration of Emergency. The State is easing up on some restrictions. Jim is working the Jill Swanson, Health Officer, putting together new guidelines. Until new guidelines are complete, please abide by what is in place already. Mr. Sidelinger left the meeting at this time.

PUBLIC COMMENT

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

There being no one coming forward, Mayor Quattrone closed the public comment period.

RESOLUTIONS

Resolution 2020-127 Payment of Bills

Moved by Councilmember Cicalese; Seconded by Councilmember Bluth.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2020-127

*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 \$280,611.76 from the following accounts:

Current		\$79,386.64
W/S Operating		50,794.93
General Capital		64,272.35
Water/Sewer Capital		29,380.00
Grant		0.00
Trust		1,653.52
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		30,000.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>25,124.32</u>
Total		<u>\$280,611.76</u>

Resolution 2020-128 Supporting Equality of All Citizens

Moved by Councilmember Stults; Seconded by Councilmember Misiura.

Councilmember Stults read the resolution into the record.

Councilmember Misiura stated that the resolution is well worded and he supports it 100%.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2020-128

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

SUPPORTING EQUALITY OF ALL CITIZENS

WHEREAS, The Borough of Hightstown is a multiethnic community and believes that mutual understanding and respect develops a healthier, safer, and caring community; and

WHEREAS, Hightstown Borough takes great effort to work to ensure that all residents have the opportunity to be involved and heard to best represent our community; and

WHEREAS, recent demonstrations and protests across America, sparked by the video of the tragic death of George Floyd at the hands of Minneapolis, Minnesota police officers, challenge public safety organizations and elected leadership across the country to respond honestly and effectively as concerns are raised by residents within our communities; and

WHEREAS, the Hightstown Borough Police Department is fortunate to have a positive relationship with our residents and conduct themselves with the utmost professionalism and respect for our community; and

WHEREAS, the Hightstown Borough Police Department supports the New Jersey Attorney General's "Excellence in Policing Initiative", which will provide a model in strengthening accountability and trust between law enforcement and their communities while promoting the culture of professionalism and accountability within police agencies; and

WHEREAS, Hightstown Borough remains committed to the morally, ethically and lawfully fair and just treatment of all Borough residents and visitors.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Hightstown will promote safety, a sense of security and equal protection of constitutional rights, leading by example through equitable treatment of all by Borough officials and departments.

Resolution 2020-129 Appointing and Authorizing an Agreement for an Intensive-Level Historic Architectural Survey for Municipal Facilities Located at 230 Mercer Street

Moved by Councilmember Misiura; Seconded by Councilmember Stults.

Borough Administrator/Clerk, Debra Sopronyi and Councilmember Stults explained the RFP and the award.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2020-129

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

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR AN INTENSIVE-
LEVEL HISTORIC ARCHITECTURAL SURVEY FOR MUNICIPAL FACILITIES
LOCATED AT 230 MERCER STREET**

WHEREAS, eight (8) proposals were received and opened on May 20, 2020 for an Intensive-Level Historic Architectural Survey; and

WHEREAS, there exists the need for an Intensive-Level Historic Architectural Survey for the municipal facilities project located at 230 Mercer Street in the Borough as requested by the New Jersey State Historic Preservation Office (NJHSPO); and

WHEREAS, it is the desire of Borough Council to appoint Richard Grubb and Associates located in Cranbury, New Jersey to provide the Intensive-Level Historic Architectural Survey for the municipal facilities project located at 230 Mercer Street effective June 15, 2020; and

WHEREAS, the cost for the proposed services shall not exceed \$9,688.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2020 budget as needed; and

WHEREAS, the term of this contract is for the completion of the Intensive-Level Historic Architectural Survey at 230 Mercer Street; and

WHEREAS, this contract is awarded as a "fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Hightstown that the Mayor is authorized to execute and the Borough Clerk to attest an agreement between the Borough of Hightstown and Richard Grubb and Associates located in Cranbury, New Jersey to provide the Intensive-Level Historic Architectural Survey for the municipal facilities project located at 230 Mercer Street.

Resolution 2020-130 Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2020 Budget

Moved by Councilmember Bluth; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 6-0.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura, Musing and Stults voted yes.

Resolution adopted 6-0.

Resolution 2020-130
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS

PRIOR TO ADOPTION OF THE 2020 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2020 temporary budget; and

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

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

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2020 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	155,000.00	1,618,326.00	1,773,326.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	150,000.00	596,136.00	746,136.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	305,000.00	2,214,462.00	2,519,462.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2020 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

OLD BUSINESS

Budget Meeting Dates

Council President Musing asked CFO, George Lang, when the budget packet would be ready for review. Mr. Lang stated that it should be ready this week. Discussion ensued. Council agreed that the next budget workshop meeting will be held virtually on June 25th at 6:30. Council informed Mr. Lang that they would like the packet by the Friday before the meeting as they would need the weekend to review.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Jackson

Parks and Rec met last week. They are getting quotes for the Dawes Park project

Councilmember Stults

Thanked George Chin for his help getting the outdoor seating in place. Happy with the equality resolution and liked how it was written. Thanked the Deputy Clerk for getting that put together.

Councilmember Misiura

Gave Council a report about the First Aid. They have been busy during the pandemic. Happy to see outdoor dining. Reported on the RISE drive through food pantry. They have been using the old Minute Maid property and it has worked out well. The police have been happy with the set up. It has been a massive undertaking. Thanked Hightstown resident Wendy McDade who has coordinated the events. Encouraged everyone to volunteer if you can. Congratulated all the graduating seniors. They really got shortchanged this year. If you see a senior make sure to congratulate them.

Councilmember Cicalese

Stated that he is proud of Hightstown. Happy with the equality statement.

Deputy Clerk, Peggy Riggio

Stated that parking permits are to be renewed. Must be done through the mail or drop box as the offices are still closed to the public. Gave information regarding the Primary Election. Spoke about Census Day of Action which will take place June 17th.

Borough Administrator/Clerk, Debra Sopronyi

Stated that the Equality Resolution will be posted on the website tomorrow.

Mayor Quattrone

The work on Lincoln, Hagemount and Rocky Brook project has begun. Council needs to keep a close eye on spending. The Mayor would like any expenditures over \$5,000 be approved ahead of time. He stated that he was very proud of the Hightstown Police with the handling of the demonstration. Wished all the downtown businesses good luck as they start to reopen.

ADJOURNMENT

Moved at 7:23 p.m. by Councilmember Misiura; Seconded by Council President Musing. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

From: [Hightstown Planning Board](#)
To: [Peggy Riggio](#)
Subject: Ordinance 2020-04
Date: Tuesday, July 14, 2020 12:26:53 PM

Peggy:

Borough Council Ordinance 2020-04 – Ordinance of the Borough of Hightstown, in the County of Mercer Adopting a New Redevelopment Plan for Tax Block 8, Lots 12-14; Tax Block 18, Lots 8-12; Tax Block 21, Lots 1-14, 20 and 26; and Tax Block 30, Lots 1-13

At the July 13, 2020, Virtual Planning Board Meeting, the Board reviewed the July 2020 Draft, Bank Street Redevelopment Plan, which was presented by Brian Slaugh, Planning Board Planner, Clarke Caton Hintz.

It is the consensus of the Planning Board that Ordinance 2020-04 is not inconsistent with the Master Plan Goals and Objectives.

The Planning Board has the following recommendations to the Borough Council:

Tract C Sub-Zone (Page 16) – Permitted Principal Uses: add New Item #5 – Amenity Center/Amenity Space:

5. Amenity Center / Amenity Space shall mean space within the redevelopment area where social, leisure and recreational facilities are offered to residents of the redevelopment area and may include ancillary support services such as leasing and property management offices, storage, business center, conference/meeting rooms and resident services.

Townhouse – Bulk Standards, Tract A and C - Maximum building height requirement of 2-1/2 stories appearance from any public street.

Thank you.

Sandy Belan
Administrative Assistant
Planning Board/Construction & Zoning
Email: planning@hightstownborough.com
Borough of Hightstown
156 Bank Street
Hightstown, NJ 08520
609-490-5100 ext. 617

ORDINANCE 2020-04

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

ORDINANCE OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER ADOPTING A NEW REDEVELOPMENT PLAN FOR TAX BLOCK 8, LOTS 12-14; TAX BLOCK 18, LOTS 8-12; TAX BLOCK 21, LOTS 1-14, 20 AND 26; AND TAX BLOCK 30, LOTS 1-13

WHEREAS, pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., by Resolution 2003-19 adopted on December 1, 2003, as amended by Resolution 2018-72, adopted on March 19, 2018, and Resolution 2019-224, adopted on December 16, 2019, 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, 20 & 26; Block 8, Lots 12-14; Block 18, Lots 8-12 on the Borough's official tax map (collectively, the "Redevelopment Area"), as an "area in need of redevelopment"; and

WHEREAS, a revised redevelopment plan containing development standards for that portion of the Redevelopment Area known as Sub-Area I (Bank Street) was adopted by Ordinance Number 2015-04 on April 20, 2015 by the Borough Council, 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 which was subsequently further amended by ordinances adopted by the Borough Council on March 6, 2017 and April 2, 2018 (the "Original Bank Street Redevelopment Plan"); and

WHEREAS, RBG Hightstown, LLC (the "RBG") proposed to redevelop that portion of the Redevelopment Area consisting of Block 30, Lots 1-7 and Lots 10-13, and Block 21, Lots 1-5 & 26 on the Borough's official tax map (collectively, the "Original Project Area"), which constitutes part of Sub-Area I (Bank Street); and

WHEREAS, on March 10, 2017, the Borough and RBG entered into an Amended and Restated Redevelopment Agreement (the "RBG Amended and Restated Redevelopment Agreement"), pursuant to which, among other things, RBG agreed to redevelop the portion of the Redevelopment Area consisting of Block 30, Lots 1-13, and Block 21, Lots 1-13, 20 & 26 on the Borough's official tax map (together with the Original Project Area, the "RBG Project Area"), which constitutes part of Sub-Area I (Bank Street), by constructing thereon a project including approximately 47,500 square feet of retail space, approximately 266 residential units, and associated parking and other infrastructure improvements (the "RBG Project"); and

WHEREAS, RBG subsequently sold its interest in the RBG Project Area to 3PRC, LLC (the "Redeveloper"); and

WHEREAS, the Redeveloper expressed a desire to redevelop the RBG Project Area in a manner generally consistent with the RBG Amended and Restated Redevelopment Agreement, as well as the parcels designated on the Borough's tax map as Block 21, Lot 14; Block 8, Lots 12-14; and Block 18, Lots 8-12 (the "Additional Property" and together with the RBG Project Area, the "Project Area"); and

WHEREAS, in accordance with the criteria set forth in the Redevelopment Law, the Borough identified and designated the Additional Property as an "area in need of redevelopment"; and

WHEREAS, the Borough owns that portion of the Project Area consisting of Block 30, Lots 10-13 and Block 21, Lot 20 on the Borough's tax map ("Borough Property"); and

WHEREAS, the Hightstown East Windsor Historical Society (the "Historical Society") owns that portion of the Project Area consisting of Block 30, Lots 8 & 9 on the Borough's tax map (the "Historical Society Property"); and

WHEREAS, the Redeveloper owns that portion of the Project Area consisting of Block 30, Lots 1-7, and Block 21, Lots 1-14 and 26 on the Borough's tax map ("PRC Property"); and

WHEREAS, by Resolution Number 2020-37, adopted on January 21, 2020, the Borough Council designated Redeveloper as the conditional redeveloper of the Project Area, and

WHEREAS, the Borough Council desires to adopt a new redevelopment plan for the Project Area containing development standards therefor; and

WHEREAS, Clarke Caton Hintz prepared a redevelopment plan, entitled "Bank Street Redevelopment Plan" (the "Bank Street Redevelopment Plan"), setting forth such development standards for the Project Area.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED 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. The Bank Street Redevelopment Plan is hereby approved and adopted.

Section 3. The sections(s) of the Borough's Zoning Map that related to the property governed by the Bank Street Redevelopment Plan are hereby amended to incorporate the provisions of the Bank Street Redevelopment Plan.

Section 4. All ordinances and resolutions or parts thereof inconsistent with this ordinance, including those relating to the Original Bank Street Redevelopment Plan, are hereby rescinded.

Section 5. This ordinance shall take effect in accordance with applicable law.

Introduction: July 7, 2020

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR



Bank Street Redevelopment Plan



JULY 20, 2020

Hightstown Borough, Mercer County, New Jersey

Clarke Caton Hintz | 100 BARRACK STREET | TRENTON, NJ | 08608



Bank Street Redevelopment Plan

Sub-Area 1 of the Main Street Redevelopment Plan

Hightstown Borough, Mercer County, New Jersey

Prepared for Hightstown Borough by:

Clarke Caton Hintz, P. C.

Brian Slaugh, PP, AICP
Principal
PP License 3743

Donna Miller, PP, AICP
Planner
PP License 5919

A signed and sealed copy is available at the municipal building.



BOROUGH COUNCIL

Lawrence D. Quattrone, Mayor

Dimitri Musing, Council President

Susan Bluth, Councilwoman

Joseph Cicalese, Councilman

Joshua Jackson, Councilman

Steven Misiura, Councilman

Charles L. Stults, Councilman

STAFF

Debra L. Sopronyi, RMC/CMC, QPA, CMR, Borough Administrator/Clerk

Peggy Riggio, RMC/CMR, Deputy Clerk

Frederick Raffeto, Esq., Borough Attorney

Carmela Roberts, PE, CME, Borough Engineer

Brian Slaugh, PP, AICP, Borough Planner

ACKNOWLEDGEMENTS

James Constantine, PP, AICP

Christopher Cosenza, PP, AICP, LEED AP

William Feinberg, RA, AIA

Nicholas Perrotto



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INTRODUCTION

The primary purpose of the Bank Street Redevelopment Plan (the “Redevelopment Plan”) is to provide a formula for improvement, investment and transformation of the redevelopment areas designated by the Borough of Hightstown. The recommendations contained within this document provide a structure for both physical improvements to the lands and structures within the designated areas as well as policies to guide the redevelopment.

NJ LRHL:

Redevelopment Process

- Borough Council directs the Planning Board to undertake a preliminary investigation to determine whether or not an identified area requires redevelopment.
- Planning Board conducts an investigation and holds a public hearing on the proposed redevelopment-area designation.
- Based on the Planning Board’s recommendation, Borough Council may designate all or some of the study area as an “area in need of redevelopment”.
- The Borough Council either prepares a redevelopment plan for the area, or directs the Planning Board to prepare the plan.
- The Borough Council adopts the redevelopment plan.
- The Borough Council or other public agency / authority is designated as the “redevelopment entity” to oversee the implementation of the redevelopment plan.
- The redevelopment entity selects a redeveloper(s) to undertake a project(s) that implements the plan.

History and Background

The designation of the redevelopment areas began in 2003, when the Borough of Hightstown determined that the Main Street Redevelopment Area, defined as “the southern side of Bank Street from North Main Street to North Academy Street; the western side of South Academy Street from Rogers Avenue to Railroad Avenue; all parcels fronting on the eastern side of Mercer Street from West Ward Avenue to South Main Street and including the right-of-way; the block bound by Main Street, Stockton Street, Railroad Avenue and Rogers Avenue and the right-of-way of Railroad Avenue, and, the area on the eastern side of Main Street from the Borough parking lot to and including the walking bridge over the Peddie Lake dam” qualified as an Area in Need of Redevelopment (ANR) under the criteria in New Jersey’s Local Redevelopment and Housing Law (N.J.S.A. 40A:12A-1 et seq. or “LRHL”).

The Borough of Hightstown subsequently adopted a redevelopment plan in 2004, which was further amended in 2006. The redevelopment plan divided the redevelopment area into three (3) sub-areas, including “Sub-Area 1 (Bank Street)” which was described as a “proposed mixed use redevelopment project that includes the southern side of Bank Street from North Main Street to North Academy Street, the eastern side of North Academy Street, and the western side of North Main Street from the Firehouse to Bank Street. The Sub-Area includes Block 30, Lots 1-13; and Block 21, Lots 1-14 & 26”. Ultimately two different developers were designated, however neither one undertook any of the redevelopment activities proposed in the adopted plan.

Redevelopment Area Expansion

In 2018, the PRC Group acquired several tracts from the designated redeveloper and began negotiations with the Borough to consider expanding the redevelopment area. In June 2019, the Borough began a preliminary investigation to determine whether additional

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

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lands, abutting the previously designated redevelopment area would also qualify as Area in Need of Redevelopment pursuant to the criteria established by the “LRHL”. Block 8, Lots 12-14, and Block 18, Lots 8-12, on the north side of Bank Street, opposite from the existing redevelopment area, were investigated for conditions that would qualify them as an Area in Need of Redevelopment. The Planning Board found that the statutory criteria was met for the additional areas under *N.J.S.A. 40A:12A-5*. In December 2019, the Hightstown Borough Council accepted the Planning Board’s recommendations and formally designated the additional lands as an Area in Need of Redevelopment. On the following page is a map indicating the three Sub-Areas of the Main Street Redevelopment Plan, including the expanded area of Sub-Area 1. This plan, the Bank Street Redevelopment Plan, is synonymous with the expanded area of Sub-Area 1 of the greater redevelopment areas of the Borough of Hightstown.

Redevelopment Plan Process

A new redevelopment plan which takes into account all of the land areas designation as in need of redevelopment must be created and adhere to the following procedures for adoption:

- The Borough Council directs the Borough Planner to prepare a redevelopment plan;
- The Borough Council refers the redevelopment plan to the Planning Board for review and comment;
- The Planning Board has 45 days to review the proposed redevelopment plan and prepare a report offering its recommendations; and,
- The Borough Council holds a public hearing on the redevelopment plan and, taking into consideration the recommendations of the Planning Board, may adopt the redevelopment plan through an adopting ordinance.

Plan Components

The Redevelopment Plan includes the following components as required by *N.J.S.A. 40A:12A-7.a-f*:

- Redevelopment Goals and Objectives;
- Proposed Land Uses and Design Concepts;
- Redevelopment Regulations and Standards;
- Relationship of the Redevelopment Plan to Other Plans;

Redevelopment Plan: *Required Elements (N.J.S.A. 40A:12A-7.a)*

- The plan’s relationship to definite local objectives as to appropriate land uses, density of population, and improved traffic and public transportation, public utilities, recreational and community facilities and other public improvements.
- Proposed land uses and building requirements in the project area.
- Adequate provision for the temporary and permanent relocation, as necessary, of residents in the project area, including an estimate of the extent to which decent, safe and sanitary dwelling units affordable to displaced residents will be available to them in the existing local housing market.
- An identification of any property within the redevelopment area that is proposed to be acquired in accordance with the redevelopment plan.
- The relationship of the plan to the master plans of contiguous municipalities, the master plan of the county in which the municipality is located, and the State Development and Redevelopment Plan.
- Pursuant to *N.J.S.A. 40A:12A-7.c.*, the Redevelopment Plan must also describe its relationship to pertinent municipal development regulations as defined in the “Municipal Land Use Law”, *N.J.S.A. 40:55D-1 et seq.*

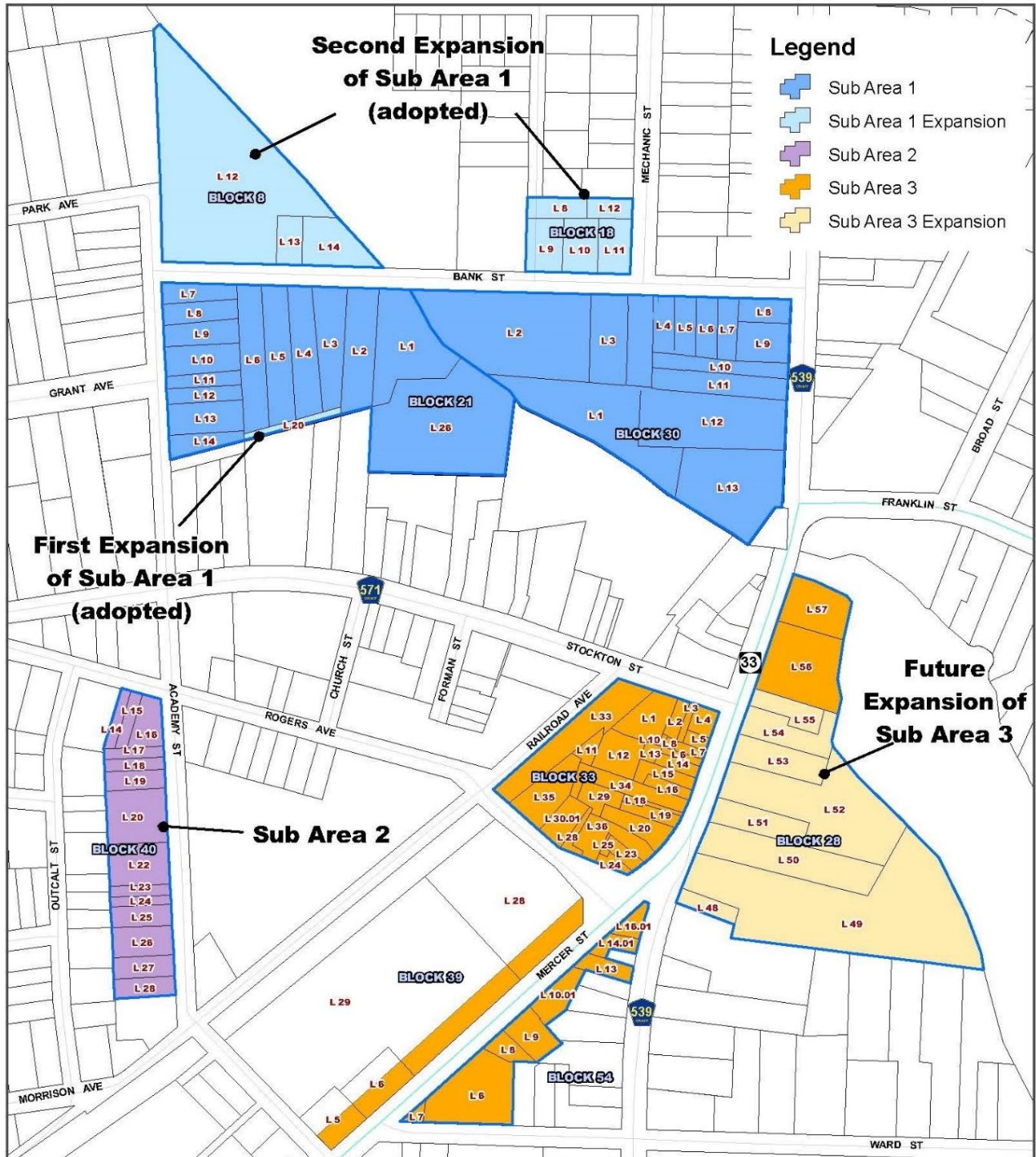
Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

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- Property Acquisition; and
- Provision of Affordable Housing and Replacement, if needed.



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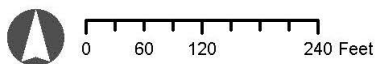
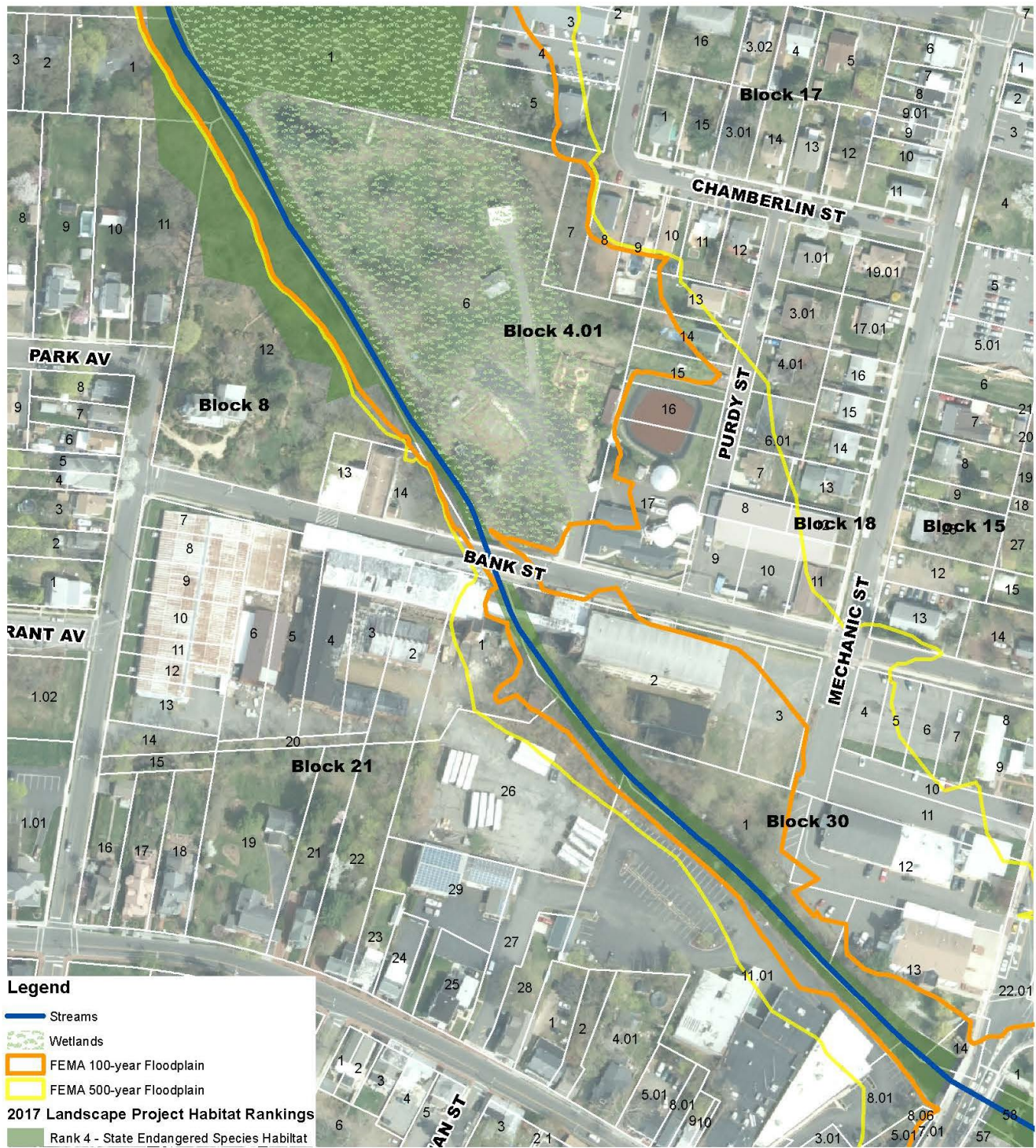
MAIN STREET REDEVELOPMENT AREA

Bank Street Redevelopment Plan

LOCATION:
Hightstown Borough, Mercer County, NJ

DATE:
February 2020

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HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ
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 Architecture
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 Landscape Architecture

BANK STREET REDEVELOPMENT PLAN

Environmental Constraints

LOCATION:
 Borough of Hightstown, Mercer County, New Jersey

DATE:
 February 2020

Bank Street Redevelopment Plan

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REDEVELOPMENT PLAN GOALS AND OBJECTIVES

The primary purpose of the Bank Street Redevelopment Plan is to alleviate the existing conditions found in the Redevelopment Area and support the use of property to better serve the public health, safety, and welfare of the community and the region. More specifically, the Redevelopment Plan provides the framework for improvement, investment and transformation of the Redevelopment Area by establishing standards for development that is compatible with the use, scale, density and design of the downtown, as well as the Borough's historic development patterns.

Objectives

To achieve this overarching goal, the following goals and objectives are hereby established:

- A. Turn Hightstown into a destination; a place that visitors come to because it is a great place to spend the day, evening or a weekend;
- B. Incorporate elements of the Borough's history into the design of the public spaces, including rug mill features and railroad/train artifacts;
- C. Promote the types of development that deliver better outcomes than existing zoning can currently provide, such as new mixed-use development within the town center;
- D. Provide opportunities for new commercial, municipal, greenway, and residential facilities, including a range of housing types;
- E. Provide a new greenway along Rocky Brook to link existing facilities within the Borough;
- F. Preserve and conserve existing uses, buildings, open spaces and landscape features of locally historic or cultural value;
- G. Apply Master Plan recommendations regarding appropriate uses and transitions between non-residential districts and residential neighborhoods;
- H. Mitigate and improve upon deleterious conditions resulting from blighted, underutilized or poorly designed buildings and land;
- I. Utilize a Smart Growth perspective for new development in the broader context of the region, Borough and neighborhood.

The Redevelopment Plan will facilitate the Borough's efforts to achieve these goals and objectives, and will improve the quality of life for residents and the economic development climate for the entire Borough. The Plan will generate positive psychological effects in the population by converting an existing eyesore into an attractive, mixed-use neighborhood.

RELATIONSHIP TO THE HIGHTSTOWN BOROUGH LAND DEVELOPMENT REGULATIONS

Supersedes Existing Zoning

The allowed uses in this Redevelopment Plan and their associated development regulations shall supersede the use and bulk regulations of the Hightstown Borough Zoning Ordinance and related land development regulations. Where the standards of the redevelopment plan are silent, the regulations of the Land Development Ordinance shall apply to the Redevelopment Area as permitted by N.J.S.A. 40A:12A-7.a(2).

Zoning Map

The zoning map of the Borough of Hightstown shall be amended upon the adoption of this Plan in accordance with N.J.S.A. 40A:12A-7.c to reflect the area encompassed by this redevelopment plan as the Bank Street Redevelopment Area.

GENERAL PROVISIONS

Redevelopment Entity

The Borough Council shall act as the “Redevelopment Entity” pursuant to N.J.S.A. 40A:12A-4.c for purposes of implementing the Bank Street Redevelopment Plan and carrying out redevelopment projects. In doing so, the Borough Council shall have the powers set forth in N.J.S.A. 40A:12A-8 to effectuate all of its duties and responsibilities in the execution and implementation of this Redevelopment Plan.

Redeveloper Selection

The Redevelopment Entity may select redeveloper(s) for the redevelopment of specific sites, blocks, or districts in any number or combination as it deems necessary for one or more projects based on the entity’s experience, financial capacity, ability to meet deadlines, flexibility in meeting market demands within the framework of the Redevelopment Plan, and additional criteria that demonstrate the redeveloper’s ability to implement the goals and objective of the plan. Preference shall be given to existing landowners in the Bank Street Redevelopment Area for designation as a redeveloper.

Redevelopment Agreement

Once a redeveloper has been selected, the Redevelopment Entity shall enter into a redevelopment and/or financial agreement with the redeveloper that comports with the requirements of N.J.S.A. 40A:12A-9.

Any development or construction within the redevelopment area shall be undertaken in accordance with a contractual redevelopment agreement between the Redevelopment Entity and a municipally designated redeveloper or redevelopers, which may include optional provisions as mutually determined. The Redevelopment Agreement shall be in full force and effect prior to the redeveloper

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HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

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Redeveloper Agreement: Optional Provisions

- Interim and final redeveloper designations;
- Terms for dispute resolution;
- Allowance for changes in the agreement should a “force majeure” event occur;
- A guarantee of performance by the redeveloper to ensure completion of the project and that other obligations of the agreement are met;
- Any sharing of costs between the public and private entities;
- Default and termination clauses and their remedies for failure to perform by the redeveloper;
- Provisions that specify allowed deviations from the development plan regulations, excepting the use regulations;
- Provisions addressing Payments in Lieu of Taxes or other tax abatement and impact mitigation provisions;
- Transfer of development and other rights of the redeveloper;
- Development pro-forma;
- Affordable housing obligations or fees to the extent required by law; and
- Any other clause deemed necessary to effectuate the Redevelopment Plan by the Redevelopment Entity or that are required to be included under *N.J.S.A. 40A:12A-9*.

making application to the Planning Board for any general development plan, conditional use, site plan or subdivision approval.

Effect of Redevelopment Agreement

The execution of the Redevelopment Agreement shall convey the right to prepare a site plan or subdivision application for development to the Hightstown Planning Board in accordance with the terms of the Redevelopment Agreement and Redevelopment Plan, among other rights that may be granted by the Redevelopment Entity. In addition, the execution of the Redevelopment Agreement shall establish the period of time as such rights to develop under the terms and conditions of the Redevelopment Plan shall be granted. Nothing herein shall prevent the Redevelopment Entity and redeveloper from mutually agreeing to an amendment of the Redevelopment Plan as it affects the redeveloper’s property from time to time or at any time.

Staff Employment

The Redevelopment Entity may employ or contract for and fix compensation of such experts and other staff and services as it may deem necessary, including, but not limited to, architecture, economic forecasting, engineering, environmental, landscape architecture, legal, market analysis, planning, and transportation consulting services. The Redevelopment Entity, however, shall not authorize expenditures which exceed, exclusive of gifts, grants or escrow accounts, the amounts appropriated for redevelopment purposes.

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

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Clarke Caton Hintz



Architecture
Planning
Landscape Architecture

BANK STREET REDEVELOPMENT PLAN

Conceptual Layout Plan

LOCATION:
Hightstown Borough, Mercer County, NJ

DATE:
June 2020

SOURCE:
Looney Ricks Kiss, NJ DEP

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

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Draft Bank Street Redevelopment Plan_for Adoption

LAND USES IN THE BANK STREET REDEVELOPMENT AREA

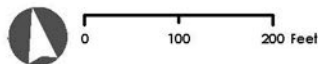
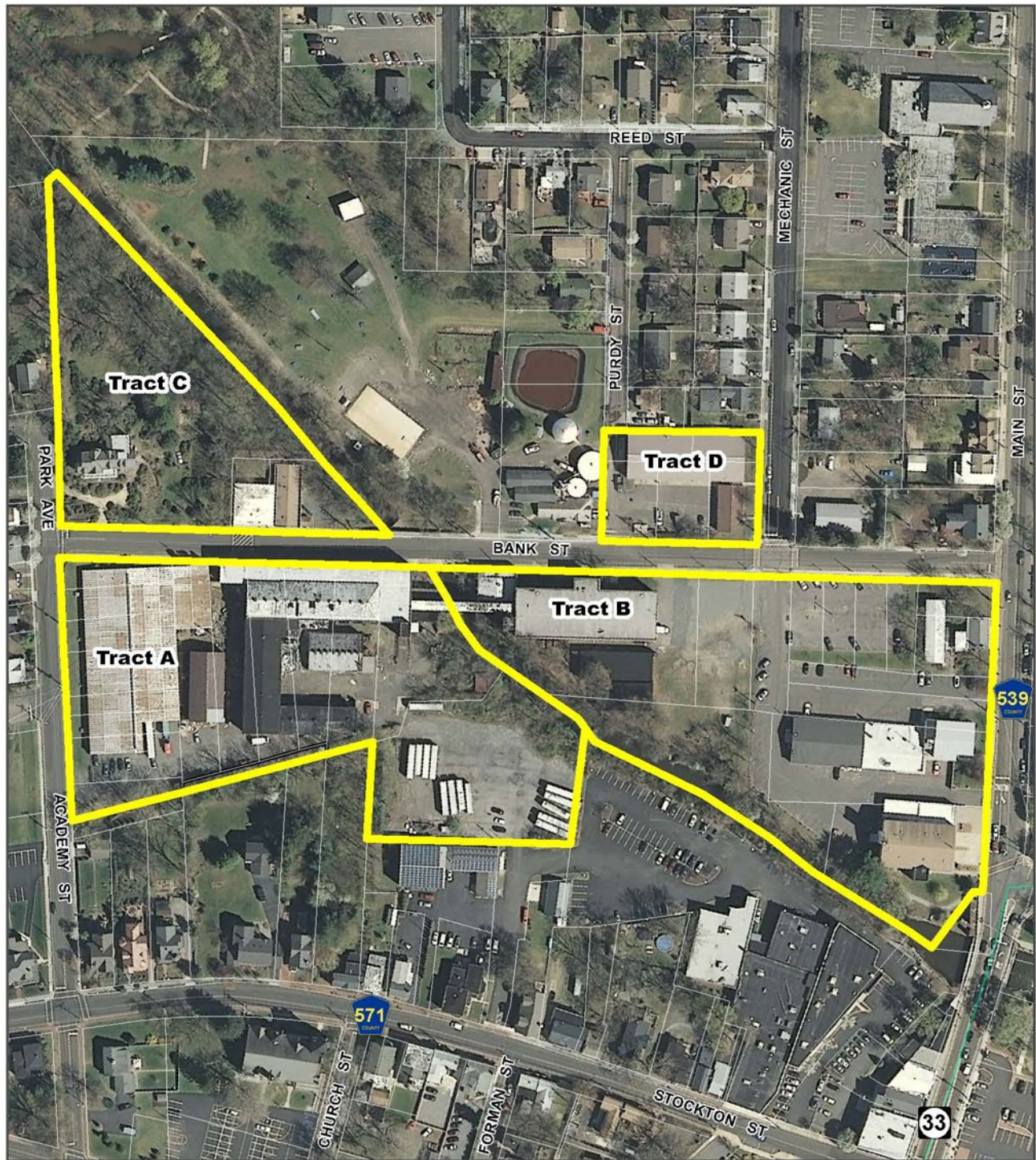
The proposed land use in the redevelopment area is primarily residential, including multifamily dwellings in the two historic mill buildings, townhouses and mixed residential-commercial development. These are to be supplemented by surface and structured parking and recreational amenities. Leasing and property management offices serving the development are also anticipated to be accommodated within the redevelopment area. It is anticipated that no more than 398 dwelling units will be constructed within the entirety of the redevelopment area, including two single family detached dwellings which would adjoin existing residences on the western edge of the redevelopment area.

On the southern flank of the redevelopment area, on N. Main Street, the Hightstown Engine Company is expected remain in their existing building. A mixed use building containing multifamily dwelling units, recreation and other amenities/services for the use of residents is envisioned on N. Main Street. Non-residential uses intended for this location include public display space, such as a gallery/museum, and a boutique hotel. A parking garage, incorporated into the mixed use building, shall serve residents of the multi-family units and the general public while also providing some parking for the Hightstown Engine Company. Public and quasi-public uses, such as the Hightstown East Windsor Historical Society and Hightstown First Aid Squad, are expected to remain within the redevelopment area; new facilities may be constructed for the First Aid Squad, while the Historical Society facilities may be relocated to another site within the redevelopment area.

Within the core of the redevelopment area, multi-family apartments are anticipated to be developed within the historic brick and concrete mill buildings. These structures may be expanded to accommodate recreational or other amenities to serve their residents.

On the northern and western edges of the redevelopment area, townhouses provide a transition between the multi-family development and the existing residential neighborhood along N. Academy Street.

Fully realized, the Redevelopment Plan would result in the demolition of the vacant and dilapidated municipal building on N. Main Street, the Willis house and the ancillary metal buildings associated with the former rug mill, replacing them with a diverse stock of housing that preserves the historic mill buildings and expands recreation and open space along Rocky Brook.



Clarke Caton Hintz

- Architecture
- Planning
- Landscape Architecture

BANK STREET REDEVELOPMENT PLAN

Tract Map

LOCATION:
Hightstown Borough, Mercer County, NJ

DATE:
February 2020

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PERMITTED USES, BULK REGULATIONS & ADDITIONAL STANDARDS

Redevelopment Area Sub-Zones

The Bank Street Redevelopment Area is composed of areas exhibiting differences in its planned intensity and nature of development. To address these differences, the regulations in the Redevelopment Area have been calibrated to reflect these conditions and the Plan's objectives. To that end, the Redevelopment Area is divided into four tracts, A through D, encompassing the following blocks and lots:

Tract A: Block 21, Lots 1-14, 20 and 26 (Brick Mill Building, Metal Warehouse)

Tract B: Block 30, Lots 1-13 (Concrete Mill Building, Municipal Building, Firehouse and Historical Society)

Tract C: Block 8, Lots 12-14 (Willis House, Hightstown First Aid Squad)

Tract D: Block 18, Lots 8-12 (Public Works)

The tracts provide the geographical basis for the use and development regulations that follow.

Tract A Sub-Zone

The intent for the Tract A Sub-zone is to retain the historic brick mill building and metal footbridge and redevelop the area of the former metal warehouse building (demolished) at the west end of the Tract with residential uses. A maximum of 130 dwelling units is permitted within the Tract.

Permitted Principal Uses: Any of the following principal uses are permitted within buildings, individually or in combination with any other permitted use or uses. Multiple principal uses are permitted.



Figure 1 Brick Mill Building

1. Multi-family dwelling units within the existing brick mill building; which may be accomplished through adaptive re-use, additions, expansions and/or extensions to the existing building.

2. Townhouses.

Bulk Standards: The following area and bulk standards shall apply specifically to Tract A:

1. Tract Requirements:

a. Maximum Building Coverage: 35% of the tract.

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2. Multi-family Building Requirements:
 - a. The footprint of the historic brick mill building will be retained. Any addition, expansion and/or extension to the building shall maintain the existing setbacks along Bank Street. Any vertical extension shall be stepped back a minimum of 15 feet from the Bank Street façade of the floor below.
 - b. Maximum Building Height: Four (4) stories.
3. Townhouse Requirements:
 - a. Minimum Front Yard Setback from Bank Street: 10 feet.
 - b. Minimum Front Yard Setback from North Academy Street: 10 feet.
 - c. Minimum Building Setback from all other Tract boundary lines: 30 feet.
 - d. Minimum spacing between front of townhouse building to front of townhouse building: 30 feet.
 - e. Minimum spacing between front of townhouse building to side of townhouse building: 20 feet.
 - f. Minimum Distance between the side of a townhouse building to side of townhouse building: 10 feet.
 - g. Minimum spacing between side or rear of townhouse building to rear of townhouse building: 30 feet.
 - h. Minimum spacing between two rear faces of townhouse buildings: 30 feet.
 - i. Maximum Building Height: Two and a half (2½) stories facing a public street and three (3) stories in any other location.
4. Structured Parking Garage Requirements:
 - a. Maximum Height: Two (2) levels.
 - b. Minimum Setback from Tract boundary lines: 5 feet.

Tract B Sub-Zone

The intent for the Tract B Sub-zone is to retain the existing Hightstown Engine Company building and the historic concrete mill building while redeveloping the remaining area, including the vacant municipal building and the Hightstown East Windsor Historic Society property. The public right-of-way of Mechanic Street within this tract shall be vacated, however a public access easement is to be provided to permit access to the parking garage and an alternate access for the Engine Company. A maximum of 258 dwelling units are permitted within the Tract.



Figure 2 Concrete Mill Building

Permitted Principal Uses. Any of the following principal uses are permitted within buildings, individually or in combination with any other permitted use or uses. Multiple principal uses are permitted.

- i. Mixed-use buildings which may contain any combination of the following uses:
 - a. Multi-family dwelling units.
 - b. Museum and gallery spaces.
 - c. Studios for the visual and performing arts including performance and gallery spaces.
 - d. Resident / Guest services.
 - e. Personal and other business services.
 - f. Restaurants and other places to eat and drink.
 - g. Banks and financial institutions.
 - h. Offices and workspaces, including shared and co-working spaces.
 - i. Boutique Hotel, limited to a maximum of 36 rooms or suites.
 - j. Structured parking garage.
2. Multi-family dwelling units within the existing concrete mill building; which may be accomplished through adaptive re-use, additions, expansions and/or extensions to the existing building.
3. Governmental, public, quasi-public and community facilities, including a fire station, meeting spaces and other similar uses.

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Bulk Standards. The following area and bulk standards shall apply specifically to Tract B:

- I. Tract Requirements:
 - a. Minimum Individual Lot Area: 30,000 square feet.
 - b. Maximum Building Coverage: 60% of the Tract.
2. Mixed-Use Building Requirements:
 - a. Minimum Front Yard Setback from Bank Street: 10 feet.
 - b. Minimum Building Setback from North Main Street: 10 feet from curb line.
 - c. Minimum Building Setback from all other Tract boundary lines: 50 feet.
 - d. Maximum Building Height: Four (4) stories; six (6) parking levels.
3. Multi-family Building Requirements:
 - a. The footprint of the historic concrete mill building will be retained. Any addition, expansion and/or extension to the building shall maintain the existing setbacks along Bank Street. Any vertical extension shall be stepped back a minimum of 15 feet from the Bank Street façade of the floor below.
 - b. Maximum Building Height: Four (4) stories.
5. Governmental, Public, Quasi-public and Community Facilities:
 - a. Hightstown Engine Company building height and footprint shall be retained.
 - b. Hightstown East Windsor Historic Society building height and footprint shall be retained.

Tract C Sub-Zone

The intent for the Tract C Sub-zone is to provide for new residential development, recreation/amenity space and public uses. Up to 10 dwelling units may be proposed within the Tract.

Permitted Principal Uses: Any of the following principal uses are permitted within buildings, individually or in combination with any other permitted use or uses. Multiple principal uses are permitted.



Figure 3 Willis House

1. Townhouses.
2. Single-family detached dwelling units.
3. Superintendent's apartment.
4. Governmental, public, quasi-public and community facilities, meeting spaces and other similar uses, including the existing First Aid Squad.
5. Amenity center.

Bulk Standards: The following area and bulk standards shall apply specifically to Tract C:

1. Tract Requirements:
 - a. Minimum Individual Lot Area: 7,500 square feet.
 - b. Maximum Building Coverage: 25% of the Tract.
2. Townhouse Requirements:
 - a. Minimum Front Yard Setback from Bank Street: 10 feet.
 - b. Minimum Front Yard Setback from North Academy Street: 10 feet.
 - c. Minimum Setback from all other Tract boundary lines: 50 feet.
 - d. Maximum Building Height: Two and a half (2½) stories facing a public street and three (3) stories in any other location.
3. Amenity Center Requirements:
 - a. Minimum Lot Frontage: 50 feet.
 - b. Minimum Lot Depth: 100 feet.
 - c. Minimum Front Yard Setback from North Academy Street: 10 feet.
 - d. Minimum Building Setback from Block 8, Lot 11: 15 feet from the front or southerly lot property line; 20 feet from the side or easterly property line.

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- e. Maximum Building Height: Three (3) stories.
- 4. Single-family detached dwelling unit requirements.
 - a. Minimum Lot Width: 50 feet.
 - b. Minimum Lot Depth: 90 feet.
 - c. Minimum Front Yard Setback: Within two (2) feet of the average front yard setback of adjacent and nearby residential buildings along the same block on the west side of Mechanic Street.
 - d. Minimum setback from all other tract boundary and property lines: five (5) feet.
 - e. Maximum building height: Three (3) stories.

Tract D Sub-Zone

The intent for the Tract D Sub-zone is to provide for the improvement and efficient use of land for governmental, public, quasi-public and community facilities, including the potential relocation of the Hightstown East Windsor Historical Society and the Hightstown First Aid Squad. One dwelling unit may be proposed within the Tract.



Figure 4 Hightstown East Windsor Historical Society

Permitted Principal Uses. Any of the following principal uses are permitted within buildings, individually or in combination with any other permitted use or uses, except for single family detached dwellings.

- 1. Single-family detached dwellings.
- 2. Governmental, public, quasi-public and community facilities, including, but not limited to, the relocated Historic Society House and Rail Museum, a new First Aid Squad building, meeting spaces and other similar uses.

Bulk Standards: The following area and bulk standards shall apply specifically to Tract D:

- I. Tract Requirements:
 - a. Minimum individual lot area: 4,500 square feet.
 - b. Maximum building coverage: 40% of the tract.
- 2. Single-family detached dwelling unit requirements.
 - a. Minimum Lot Width: 50 feet.
 - b. Minimum Lot Depth: 90 feet.

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- c. Minimum Front Yard Setback: Within two (2) feet of the average front yard setback of adjacent and nearby residential buildings along the same block on the west side of Mechanic Street.
 - d. Minimum setback from all other tract boundary and property lines: five (5) feet.
 - e. Maximum building height: Three (3) stories.
3. Governmental, Public, Quasi-public and Community Facilities requirements:
- a. Minimum Front Yard Setback: Within two (2) feet of the average front yard setback of adjacent and nearby residential buildings along the same block front.
 - b. Minimum Building Setbacks: Five (5) feet from a side or rear property line.
 - b. Maximum Building Height: Three (3) stories.

Provisions Applying to All Tracts in the Bank Street Redevelopment Area

Definitions

For the purposes of this plan, the following terms shall have the meanings herein indicated:

- **Alley or alleyway** shall mean a private, minor way which is used primarily for vehicular service access to the back or side of residences otherwise fronting on a public street.
- **Amenity Center / Amenity Space** shall mean space within the redevelopment area where social, leisure and recreational facilities are offered to residents of the redevelopment area and may include ancillary support services such as leasing and property management offices, storage, business center, conference/meeting rooms and resident services.
- **Building Coverage** shall mean shall mean the area of a tract, lot or parcel covered by roofed buildings or structures, exclusive of surface or structured parking facilities.
- **Building Height** shall mean the number of separate habitable levels, excluding cellars and basements. For the purposes of calculating the number of stories, building levels that are more than one-half ($1/2$) of their height measured from floor to ceiling, below the average established curb level at the street frontage shall not be counted as a story. Parking levels which have at least one-half ($1/2$) of their height below the average established curb level at the street frontage shall not be counted as a story.
- **Boutique Hotel** shall mean a commercial facility offering transient accommodations to the general public and providing additional services such as restaurants, meeting rooms, personal services and recreation facilities.
- **Multi-family** shall mean a building which contains more than two (2) dwellings, each of which is intended for occupancy by one (1) housekeeping unit.
- **Resident / Guest Services** shall mean personal services provided for the residents of the redevelopment area such as concierge services, dry cleaning, laundry and other pickup and delivery services.
- **Superintendent's Apartment** shall mean a dwelling unit contained within an amenity center for the sole use of providing lodging to property management staff.

General Requirements

1. All development within the Redevelopment Area shall be serviced with public, potable water and sanitary sewer, along with electric, natural gas, telephone and cable service. All new utilities shall be placed underground on the tract. Overhead utilities abutting the tract shall be placed underground to the extent feasible.
2. Existing or relocated public utilities within the tract boundary, shall be within easements located on privately-owned land in accordance with established protocols of the Borough of Hightstown and Mercer County.

3. Unless otherwise specifically provided herein or intended by the provisions of this Redevelopment Plan, all words and phrases used herein shall have the same definitions provided under the Borough of Hightstown Zoning Ordinance and the Municipal Land Use Law (*N.J.S.A. 40:55D-1 et seq.*)

Accessory Uses and Structures. Any of the following accessory uses and structures are permitted individually, or in combination with any other permitted use.

1. Off-street surface parking; attached and detached single level garages; multi-level structured parking garages.
2. Fences, walls, kiosks, street furniture and retaining walls.
3. Pedestrian walkways, ramps, bridges and stairways.
4. Private tool shed not exceeding 120 sf. in floor area for single family detached dwellings.
5. Active and passive recreation including fitness/recreation facilities, pools, courtyards, gardens, roof top terrace and other amenities for residents.
6. Property management and leasing offices serving the uses in the redevelopment area.
7. Conservation.
8. Signs.
9. Accessory uses and structures customarily permitted in conjunction with and on the same lot as a principal use.
10. Location of accessory uses and structures. No accessory use or structure, with the exception of utilities, plazas, street furniture and streetscape elements, including fencing, retaining walls and guide rails, shall be located in a front yard.

Permitted Projections into Yard Areas. The following permitted projections shall apply to all tracts:

1. Non-enclosed one-story porches, porticos, stoops and entrance platforms leading to the front entrance shall be permitted to project not more than eight (8) feet into a required front yard setback or building separation distance. Such porch, stoop and entrance platform may have an uncovered balcony directly above provided it has the same footprint as, and is attached to, the structure below.
2. Non-enclosed one-story porches, porticoes, stoops, entrance platforms, uncovered decks, basement entrances and balconies shall be permitted to project not more than four (4) feet into a side or rear yard setback or building separation distance.
3. Cornices, eaves, chimneys, gutters, downspouts, awnings, canopies, cantilevered roofs, uncovered balconies and bay windows shall be permitted to project not more than three (3) feet into any yard setback or building separation distance.
4. Belt courses, window sills and other similar ornamental features may project not more than nine (9) inches into any yard setback or building separation distance.
5. Window wells may project not more than five (5) feet into any yard setback or building

separation distance.

6. In no case shall a permitted projection attached: to any structure be less than five (5) feet from a front lot line; to any principal structure be less than three (3) feet from a side or rear lot line; and, to any accessory structure, be less than one (1) foot from a side or rear lot line.
7. Ramps and stairways leading to a porch, stoop or other building entrance may project into a yard setback or building separation distance without limitation, provided that the steps do not encroach upon the public right-of-way.
8. Awnings and canopies may project over a sidewalk and/or in the public right-of-way, provided that such structure has a minimum vertical clearance of eight (8) feet and is set back a minimum of four (4) feet from curb line along the street.

Building Height Exceptions.

- I. Exceptions to height restrictions include: non-habitable areas and enclosed spaces, including but not limited to, mechanical services, elevator penthouses, condensers, exhaust fans, air-conditioning and similar equipment; stair enclosures; skylights or atrium structures; roof-access stairwells and amenities on a roof top terrace (including, but not limited to decking, landscaping, railing, walls, furniture, lighting, pergolas and similar amenities); and architectural enhancements and appurtenances (including, but not limited to) parapets, chimneys, cupolas, steeples, spires, belfries, towers, corner towers, flagpoles and similar elements), provided that the total area of such roof top elements do not exceed fifty percent (50%) of the total roof area for each building, nor extend more than fifteen (15) feet above the roof deck.

Site Development Standards

The regulations pertaining to site development standards shall apply to all development in the Bank Street Redevelopment Area. The Planning Board may grant exceptions from these standards, pursuant to N.J.S.A. 40:55D-51.

Public Streets and Sidewalks

The existing public rights-of-way of North Main Street, Bank Street, North Academy Street, Park Avenue, Purdy Street and Mechanic Street shall be maintained, improved or modified as shown in the Redevelopment Plan. Improvements shall include sidewalks, striping and insets for on-street parallel parking, and the repair, replacement or installation of new curbing as appropriate.

1. The redeveloper shall restore the surface of the street to its original and proper condition to address existing conditions and those areas disturbed for the installation of new curbing and sidewalk where none presently exist.
2. In order to accommodate the mixed-use building on Tract B that will be situated within and/or extending over the Mechanic Street public right-of-way south of Bank Street, the Borough shall vacate the southern portion of the Mechanic Street public right-of-way and provide the necessary easement(s) to maintain adequate public utilities and public access to the structured parking garage and access to the Hightstown Engine Company.

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3. Sidewalks shall be provided in the public right-of-way along all street frontages within the redevelopment area. Where such sidewalks extend beyond the public right-of-way, the redeveloper shall be required to provide a public access easement for sidewalks located on private land.
4. Along North Main Street, sidewalks shall be constructed of pavers, concrete and/or textured concrete in colors and/or patterns consistent with the existing Main Street infrastructure. The sidewalk shall be a minimum of 10 feet in width, and shall extend from the building façade to the curb line, with an area for landscaping and street trees along the curb line and/or landscaping beds along the building façade.
5. Along Bank Street and North Academy Street, the location and width of sidewalks shall be consistent with the location and width of existing sidewalks adjacent to or near the Redevelopment Area to be developed. The existing sidewalk in front of the brick mill building and the bump-out portion of the concrete mill building shall be extended from the building façade to the curb line. The planting strip from North Main Street to Mechanic Street shall be brick to match the brick edging/ribbon along North Main Street. All other planting strips may consist of grass.
6. Sidewalks shall continue uninterrupted across all driveway and alley openings with the apron design accommodating a continuous sidewalk. The apron along Mechanic Street shall be brick or brick-faced to match the driveway apron along North Main Street.
7. Where sidewalks intersect at corners, accessible ramps and warning strips shall be provided.

Crosswalks

Along Bank Street and North Academy Street, pedestrian crosswalks shall be provided across all street intersections with “continental” or ladder striping.

Trail along the Rocky Brook

1. The existing pedestrian trail within the redevelopment area shall be maintained for both public and private access along the greenway corridor, to the extent possible, and as subject to NJDEP and DRCC review and approval.



Figure 5 Footbridge over Rocky Brook

2. The existing footbridge over Rocky Brook is to be improved as part of the rehabilitation of the mill buildings.
3. No tract perimeter setback or stream setback shall be required for any bridge spanning the Rocky Brook including for pedestrian access to the bridge.

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Pedestrian Walkways

1. Walkways providing pedestrian connection between public sidewalks and entrances to buildings within the Redevelopment Area shall be provided.
2. Within individual tracts, walkways shall be provided providing pedestrian connection between entrances of buildings and parking areas, outdoor amenity spaces and other pedestrian accessible locations.

Vehicular Circulation and Parking

1. The following standards shall apply to Tract A.
 - a. Vehicular access shall be from North Academy Street via a private access drive.
 - b. Emergency access shall be permitted to be provided from a driveway connecting to Stockton Street.
 - c. Parking shall be provided in garages accessed by alleys behind townhouses, in off-street surface areas, in a structured parking garage and/or within the lower level of the brick mill building. Individual driveways and garages for townhouses shall not be permitted to front on any public street.
2. The following standards shall apply to Tract B.
 - a. Vehicular access shall be from Bank Street with emergency access only from N. Main Street.
 - b. Parking for the Fire House shall be provided in off-street surface areas behind the Fire House building and accessed from N. Main Street via the existing driveway, or via the development's access drive from Bank Street.
 - c. Parking for uses within the mixed-use buildings, multi-family dwelling units within the existing concrete mill building and for the general public shall be provided within the structured parking garage.
3. The following standards shall apply to Tract C.
 - a. Vehicular access shall be from an alleyway connecting to North Academy Street.
 - b. Parking shall be provided in garages accessed by alleys behind townhouses and off-street surface areas.
4. The following standards shall apply to Tract D.
 - a. Vehicular access shall be from driveways connecting to Purdy Street or Bank Street.
 - b. Parking shall be in off-street surface spaces within a shared parking lot.
 - c. Parking for the single-family dwelling unit fronting on Mechanic Street shall be in a driveway and/or garage on the same lot, accessed from Mechanic Street.

5. Parking standards and additional requirements:
 - a. On-street parking along the frontage of the Redevelopment Area may be included in the calculation of required number of parking spaces and off-street parking facilities may be shared between uses throughout the redevelopment area.
 - b. Townhouses shall be provided with an average of 2.0 parking spaces per dwelling unit.
 - c. Multi-family dwelling units shall be provided with an average of 1.25 parking spaces for each dwelling unit.
 - d. At least 30 parking spaces on the ground level of the structured parking garage attached to the mixed-use building on Tract B shall be reserved for non-residential uses and the general public.
 - e. The Planning Board may approve a reduction of the required parking where such reduction is demonstrated by study of the combined, or shared uses and customary operation of the uses that adequate parking would be provided for the actual uses. It is further recognized that the parking ratios established in this section are less than that required under the Residential Site Improvement Standards (*N.J.A.C. 5:21-1 et seq.*) Consequently, any action by the Planning Board shall require a finding of a *de minimus* exception from the RSIS standards pursuant to *N.J.A.C. 5:21-3.1(f)1*.
6. Provisions for electrical vehicle charging stations shall be provided on all tracts. At least one percent (1%) of the total number of parking spaces in each tract shall be pre-wired for the installation of electrical vehicle charging stations.
7. Provisions for bicycle parking including exterior racks, covered exterior racks and interior bike rooms shall be provided on all tracts shall be provided to accommodate a minimum of fifteen percent (15%) of dwelling units.

Buffering and Screening

1. Buffers as required by the regulations in effect at the time of site plan approval shall be provided for any environmentally sensitive lands, such as floodplains, wetlands and open waters, as designated by New Jersey Department of Environmental Protection (NJDEP).
2. All parking areas shall be buffered and screened from public view and adjacent residences with a minimum five (5) foot wide planted buffer.
3. Screening within required buffer areas shall consist of a combination of the following: existing vegetation supplemented with additional vegetative screening, a masonry wall and/or a solid or twenty-five percent (25%) open fence a minimum of four (4) feet in height above grade.

Landscaping

1. Existing vegetation shall be preserved to the extent practical.
2. A fence, wall, hedge, landscape edge, or some other design element shall be provided adjacent to the sidewalk, where feasible, to delineate the public sidewalk from the front yards of

townhouse units and the frontages of other buildings, with the exception of those areas where the public sidewalk abuts the building.

3. Deciduous street trees shall be provided along all street frontages within the Redevelopment Area, with the exception of the crossing over Rocky Brook. Such trees shall be a minimum size of 2½ inches in caliper at time of planting. Where the location of such trees would lie outside the public right-of-way, the redeveloper shall be required to provide an access and maintenance easement for street trees located on private land.
4. All portions of the tract not utilized by buildings or paved areas shall be landscaped, utilizing combinations of tree and shrub plantings, fencing, lawn and other vegetative ground covers and existing foliage in order to maintain or reestablish vegetation in the area and lessen the visual impact and climatic effects of structures and paved areas. The use of native plant species that are tolerant of drought and urban conditions shall be prioritized.

Fences, Walls and Retaining Walls

1. Fences and walls shall be composed of materials, colors, finishes, and/or design elements that are consistent with the architecture of the buildings and in accordance with the design vocabulary that is compatible and/or complementary of the design, style and character of the buildings in the surrounding neighborhood. Chain-link fences shall be prohibited.
2. Fences and walls shall be permitted to be located in front yard areas, provided that such shall not exceed a height of three (3) feet above grade.
3. Fences and walls shall be permitted to be located in the side and rear yard areas, provided that such shall not exceed a height of six (6) feet above grade.
4. Retaining walls shall be permitted in all yard areas and shall not exceed eight (8) feet in height. Fencing above retaining walls is permitted to be up to forty-eight (48) inches in height.
5. Orientation. The face or finished side of a fence or wall shall face the adjacent property. All supporting posts and cross-members shall face the property upon which it is located.
6. Drainage. Fences and walls shall be constructed in a manner so as to permit the continued flow of natural drainage and shall not cause surface water to be blocked or dammed causing ponding, either on the property upon which such is located or on any adjacent lot or public right-of-way.

Lighting

1. Parking area lighting shall be post-mounted, located in landscaped islands, and the center of the light source shall not exceed eighteen (18) feet in height above grade.
2. Pedestrian and access point lighting shall be post-mounted, and the center of the light source shall not exceed fourteen (14) feet in height above grade.
3. Street lighting shall be provided along the Bank and Academy Street frontages within the Redevelopment Area. Such fixtures shall utilize the Borough-approved fixture similar to those found in the downtown area along Main Street and Mercer Street, and the center of the light source shall not exceed fourteen (14) feet in height above grade. Those fixtures shall generally

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be located along the curb line. Where located in a grass planting strip, those fixtures shall be located on concrete foundation flush with finished grade.

4. Bollard lighting, not more than four (4) feet in height and appropriately shielded, and ground recessed lighting may be provided along public sidewalks, walkways and within open space areas.
5. Lighting may be attached to a building, provided that such lighting is focused downward and the fixture has a full cut-off design.
6. Lighting fixtures shall be LED, non-glare, full cut-off and shall not exceed a color temperature of 3,300° K.
7. Where lighting abuts residential areas, fixtures shall be shielded to eliminate light overflow onto residential lots.

Signs

1. The Redeveloper shall provide a comprehensive sign package, including materials, colors, finishes and/or details to the Planning Board.
2. The Planning Board may approve a comprehensive sign package for the project that includes sign types not contemplated by or different from the standards enumerated in Chapter 29 of the Borough of Hightstown Code.

Refuse and Recycling Facilities

1. Refuse and recycling facilities shall be provided to adequately accommodate each use, and shall be provided either within the building being served or in nearby locations outside the building.
2. Outdoor refuse and recycling facilities shall be screened from public view within and outside the development.
3. Any outdoor area provided for the collection and pickup of refuse and recyclable materials shall be adequately lit and shall be safely and easily accessible by residents and recycling personnel and vehicles.
4. Collection vehicles shall be able to access refuse and recycling facilities without interference from parked vehicles or other obstacles.
5. Any bins or containers which are used for the collection of refuse and recyclable materials, and which are located in outdoor refuse and recycling facilities, shall be covered and be equipped with signage indicating the materials to be placed therein.

Stormwater Management

1. Any redevelopment activities or structures shall be in conformance with applicable NJDEP regulations and Borough Ordinances with regard to storm water control.
2. Rain gardens, bioswales, stormwater treatment trains and other best management practices related to stormwater management are encouraged to be incorporated into the site

development plans if soil conditions can adequately accommodate the function of such features.

Building Design Standards

The regulations pertaining to building design standards contained herein shall apply to all development in the Redevelopment Area. The Planning Board may grant exceptions from these standards, pursuant to the procedure articulated in *N.J.S.A. 40:55D-51*.

General Requirements

1. All materials, colors, finishes and/or details used on the exterior of a building shall be architecturally compatible with the style of such building, as well as with each other. A building designed of an architectural style that normally includes certain integral features, materials, colors, finishes and/or details shall have such incorporated into the design of such building.
2. Permitted building materials for primary exterior wall surfaces shall generally include brick, fiber cement siding and smooth finished stucco. Trim materials may consist of precast stone, wood, fiber cement and PVC.
3. Conceptual architectural plans including materials, colors, finishes and/or details shall be provided for all buildings.

Brick Mill Building Design

1. The brick mill building shall utilize the rear portion of the existing building as the main entrance for residents and visitors. A secondary entrance along Bank Street is encouraged to be provided for both residents and visitors.
2. Mechanical equipment will generally be placed on the roof and shall be screened from visibility by landscaping or an enclosure to match the building façade.

Concrete Mill Building Design

1. The concrete mill building has an existing main entrance on the east side of the existing building. The main entrance is encouraged to be relocated to a new location along Bank Street, with the existing main entrance converted to a secondary entrance for both residents and visitors.
2. Mechanical equipment will generally be placed on the roof and shall be screened from visibility by landscaping or an enclosure to match the building façade.

Mixed-Use Building Design

1. The mixed-used building shall maintain the architectural integrity and be compatible and/or complementary of the design style and character of historic industrial and/or warehouse buildings.

2. Mechanical equipment will generally be placed on the roof and shall be screened from visibility by landscaping or an enclosure to match the building façade.
3. Generators will either be located at grade, in the building or placed on the roof. Where located at grade, such shall not be in the front yard area and shall be screened from visibility by landscaping, fence or wall. Where placed on the roof, such shall be screened from visibility by landscaping or an enclosure to match the building façade.

Structured Parking Garage Design

1. No portion of a structured parking garage shall have frontage along a public street.
2. All facades shall provide visual interest by utilizing one or more of the following treatments: compatible and/or complementary materials, colors, finishes and details as found on a primary façade or on surrounding buildings; exterior cladding in a vine-covered trellis; landscape screening; or graphic panels which may contain historic imagery or other content to be approved by the Borough.
3. Vehicular access to parking structures shall be designed in a manner that does not negatively affect pedestrian circulation along a public street and/or within the Redevelopment Area.
4. At least 30 parking spaces on the ground level of the structured parking garage attached to the mixed-use building on Tract B shall be reserved for public use and 6 spaces for the use by Hightstown Engine Company 1.

Townhouse Design

1. At least one of the townhouses shall have a finished floor elevation that is within four (4) inches of the finished exterior grade, so as to eliminate the need for ramps to provide access.
2. All townhouses shall maintain the architectural integrity and be compatible and/or complementary of the design style and character of the existing brick and concrete mill buildings. Such can be achieved by utilizing primarily brick façades.
3. For those townhouse units that front both Bank Street and North Academy Street, the North Academy Street façades shall maintain the architectural integrity and be compatible and/or complementary of the design style and character of the North Academy Street and Stockton Street neighborhood. Such can be achieved by having the main entrance, porch and private walkway to be oriented to face toward and relate to North Academy Street.
4. The townhouse unit's brick façades shall be distinguished from each other through the use of subtle shifts in front setbacks, variation of front entry types and window details, using a complimentary design vocabulary, and variation in front yard landscape design patterns which may include hedges, fencing and low walls.
5. HVAC equipment will generally be located at grade at the rear of the building.

Amenity Center Design

- I. Tract C Amenity Center. The Amenity Center located on Tract C shall be a freestanding structure designed to exhibit the overall architecture and design style of the Willis House, the yellow house formerly at the corner of North Academy Street and Bank Street. Such may be achieved by utilizing primarily clapboard facades and/or porches utilizing primarily wood or wood-like materials and elements.



Figure 6 Willis House

- a. The Tract C Amenity Center may contain a superintendent's apartment which shall be completely separate from the public use areas of the Amenity Center.
- b. The superintendent's apartment shall occupy the second floor of the building and have a private entrance at the ground level facing Academy Street. The apartment entrance shall simulate a typical residential building entrance employing a covered porch.
- c. HVAC equipment for both the superintendent's apartment and the amenity center shall be located at grade at the rear of the building and be screened from public view.

2. Amenity Centers in Other Tracts. Amenity space may be provided throughout the rehabilitated mill buildings and mixed use building.

Building Lots Not Required to Abut Street

It is recognized that lots within the Redevelopment Area may be created that do not have frontage on a street. The development of any new buildings in the Redevelopment Area first requires the submission and approval of a comprehensive conceptual plan (that will, ultimately, be appended to this Redevelopment Plan). Additionally, the requirements of this Redevelopment Plan require integrated pedestrian and vehicular access and circulation throughout the entirety of the Redevelopment Area, which would provide access to Bank Street or Main Street. Such access must be expressed and memorialized within the concept plan and must meet emergency access standards and requirements.

Buildings are required to be located on a lot with street frontage (*N.J.S.A. 40:55D-35*), and where such a configuration is impractical or unnecessary, an appeal may be sought under *N.J.S.A. 40:55D-36*. Any lot created that does not have street frontage, but that has access to the vehicular circulation system within the Redevelopment Area that provides access to a public street, shall be deemed to have sufficient emergency access for the purposes of any application or appeal.

Public Improvements

Public improvements may be required or proposed and shall be installed at the full expense of the designated redeveloper consistent with the design policies and standards that are contained within this

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Plan. The redeveloper is expected to install necessary public improvements on the property they control as well as abutting rights-of-way. No recapture of off-site improvement expenses from future development should be anticipated. However, nothing contained herein shall be construed to preclude the ability of the municipality or redeveloper from obtaining any governmental programs, grants, loans, or other financial support or incentives for public infrastructure improvements or other construction, or from the municipality to consider a recapture provision.

Relocation Provisions

There are no occupied residences located within the Redevelopment Area. There are four occupied buildings in the Redevelopment Area that include Hightstown Engine Company No. 1 and the Hightstown East Windsor Historical Society on Tract B, Hightstown First Aid Squad building on Tract C, and the Hightstown Public Works facility on Tract D. No relocation is contemplated for the Fire House. The Borough Council is exploring the feasibility of relocating the Public Works facility and utilizing Tract D for a new first aid squad building and historical society building with museum which would allow for the full use of Tracts B and C for redevelopment (excepting the fire house). For any relocation, the Borough will comply with the requirements of *N.J.A.C. 5:11* for relocation assistance in accordance with applicable law. Participation in relocation assistance by the designated redeveloper shall be as set forth in the Redevelopment Agreement.

Affordable Housing

The Bank Street Redevelopment Plan contains one vacant dwelling unit that is not an affordable unit as defined by the Fair Housing Act (*N.J.S.A. 52:27D-301 et seq.*). Consequently, no dislocation of any households will occur and no replacement of affordable units is required as a result of its implementation.

DEVELOPMENT PLAN REVIEW AND APPROVAL

Concept Plan Required

Prior to any application for development that includes a new building or structure, the redeveloper shall submit a comprehensive, conceptual site plan, depicting the planned redevelopment for the entirety of the Redevelopment Area, to the Redevelopment Entity for review and approval. Once approved by the Redevelopment Entity, and found consistent with this plan, the conceptual site plan shall be appended to this redevelopment plan as an exhibit with which to determine consistency of any subsequent development applications. The Redevelopment Entity may delegate the consistency review to another agency or entity. Any amendment to the adopted conceptual plan shall require an amendment to this redevelopment plan. The conceptual plan shall indicate all uses, buildings, structures, parking, circulation, stormwater management and buffers for a consistency determination.

Application for Development

Preliminary and final site plan/subdivision applications for the project shall be submitted to the Hightstown Borough Planning Board for review and approval pursuant to state law and the Hightstown Borough Code Chapter 26 “Land Use Procedures” with the exception that Section 26-7 Community Impact Statement and Section 26-8 Environmental Impact Assessment shall not be required. Applications shall be accompanied by such maps, documents and materials in accordance with all relevant development application checklists. Applications may be submitted for the entire project or any number of phases, provided that all aspects of any proposed phasing, including phase configuration and location, and the timing and sequencing of phase development, shall be subject to Planning Board review, and will only be allowed if approved by the Redevelopment Entity as part of the concept plan consistency review.

Planning Board Review

- I. Site plan or subdivision review shall be conducted by the Hightstown Borough Planning Board pursuant to *N.J.S.A. 40:55D-1 et seq.*
2. An application requesting a deviation from the requirements of this Redevelopment Plan shall provide public notice of such application in accordance with the public notice requirement set forth in *N.J.S.A. 40:55D-12a and -b.*

Variances, Exceptions and Submission Waivers

Any plan approved by the Planning Board for redevelopment within the Bank Street Redevelopment Area, shall conform to use and other standards of this Redevelopment Plan. Variances shall not be granted from “Use Regulations” or other mandatory components of this plan and any such deviations shall require an amendment to this redevelopment plan. Variances and design exceptions may be granted by the Planning Board from other standards contained in the remaining sections, herein, or within the Borough Code. Consideration of variances shall be undertaken pursuant to *N.J.S.A. 40:55D-70.c.* Consideration of exceptions shall be undertaken pursuant to *N.J.S.A. 40:55D-51.* Consideration of submission waivers shall be undertaken pursuant to *N.J.S.A. 40:55D-10.3.*

Effects of Approval

The effects of any Planning Board approval shall be consistent with the rights granted by Municipal Land Use Law (*N.J.S.A. 40:55D-1 et seq.*) except to the extent they may be modified by an agreement between the Borough and a redeveloper.

Acquisition of Property

No property is anticipated to be acquired in this plan, either through condemnation or arms-length transactions, however future land acquisition is not precluded by this plan. The Redevelopment Area has been designated as an Area in Need of Condemnation Redevelopment, and the Borough may acquire properties in order to achieve the goals and objectives of this redevelopment plan pursuant to *N.J.S.A. 40A:12A-16(a)*4.

RELATIONSHIP TO THE MASTER PLAN AND PLANS OF OTHER JURISDICTIONS

There are no significant relationships between this plan and the master plans of adjacent municipalities. However, consistency is apparent in the 2014 Hightstown Reexamination of the Master Plan, the 2016 Mercer County Master Plan, the Delaware Valley Regional Planning Commission's Connections 2040 Plan and the 2001 NJ State Development and Redevelopment Plan, as indicated in the following section.

2014 Borough of Hightstown Reexamination of the Master Plan

As required by N.J.S.A. 40A:12A-7(d), the Bank Street Redevelopment Plan helps to achieve the Master Plan Goals and Objectives as expressed in the Borough of Hightstown's Master Plan, which was last re-examined in 2014.

The Borough has long sought to improve the downtown. The 1998 Master Plan focused primarily on economic redevelopment "in hopes of jump starting the local economy and stimulating positive and prolonged change in Hightstown." In 1997, the Borough was awarded Center Designation and was recognized as a Town Center, committed to redeveloping the business district and defining its historic image and capitalizing on its open space connections.

The 2014 Master Plan Amendment and Redevelopment Re-Examination Report refined the Borough's planning policy by establishing the concept of Hightstown as a destination, "a place that visitors come to because it is a great place to spend the day, evening or a weekend. The uses in downtown should complement this objective – eateries, specialty retail, and uses that generate night life."

The following is an excerpt from the 2014 Master Plan Re-Examination Report, which provides clear statements about the Borough's desire to see the Rug Mill redeveloped:

Goal #12: Redevelopment Plan: "The process of redeveloping under Redevelopment Law provides the Borough with the greatest flexibility to respond to interested developers who want to re-purpose the Rug Mill. The Borough should continue to utilize the State's Redevelopment process to promote the potential of the Rug Mill."

Section IV-B: Rug Mill: "The Planning Board continues to feel that the redevelopment process in lieu of rezoning offers the greatest opportunities for reusing the site. It gives the Borough flexibility to meet the needs of interested developers and it also provides incentives, such as a possible PILOT program, (Payment in Lieu of Taxes), and negotiated design solutions that make the land development process easier, and therefore more attractive to prospective developers. ... Most likely, the current redevelopment plan will be revised when a new redeveloper is identified. Any revision to the Redevelopment Plan should embrace the concepts of form-based zoning."

Generally, redevelopment should consider a range of neighborhood commercial, "which would be more easily accomplished if Mechanic Street south of Bank Street were vacated" as well as a range of residential uses that complement the abutting residential uses. The brick building of the original mill should be preserved and could be reused in a creative way.

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Other Plans of Hightstown

In 2015, the *Vision Plan for Downtown and Lakeside Improvements* was developed following extensive public input. This plan strives to make the downtown more vibrant with higher pedestrian activity and sales, the more complete use of the waterfront of Lake Peddie by residents and visitors and thus create more prosperity for the Borough and the region as a whole.

This was followed by the *Public Art Master Plan* for the Borough that was published by the Hightstown Cultural Arts Commission in 2017. This document recognized the value of public art in creative place making in developing Hightstown as a cultural center through goal setting, event hosting, educational classes and community partnerships. These goals are consistent with this redevelopment plan to revitalize a long dormant part of the nether downtown.

Adjacent Municipalities

The Redevelopment Area is not physically contiguous to the adjacent municipality of the Township of East Windsor and the redevelopment of this area is not inconsistent with the land uses or the Master Plan of the Township of East Windsor, which surrounds the Borough.

Mercer County Growth Management Plan

Mercer County recently completed a Master Plan in May 2016 which took an innovative three system approach to planning. It considers land use impacts and examines the interrelationship of impacts while using data and mapping to provide a sound basis for evaluating growth options and opportunities. This Redevelopment Plan is consistent with the following broad policies laid out in the Mercer County Master Plan:

- Promote redevelopment
- Direct growth to centers; and
- Mix uses to promote walkable communities.

Delaware Valley Regional Planning Commission (DVRPC)

The Redevelopment Plan is consistent with the goals of the Delaware Valley Regional Planning Commission's Connections 2040 Plan as follows:

- Encourages center-based planning as a New Jersey designated Town Center redeveloping an abandoned and underutilized site into a mixed-used development.
- Assists in stabilizing an older borough by concentrating growth within and around Centers which will allow for the preservation of open space, reduce strains on natural resources, and create thriving, pedestrian-friendly communities that offer an improved quality of life for all residents.

State 2001 Development and Redevelopment Plan

In 2001, the State Planning Commission adopted the State Development and Redevelopment Plan (the "SDRP"). The SDRP guides State-level development and redevelopment policy as well as local and

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regional planning efforts. The SDRP includes eight (8) statewide goals and several policies which are intended to implement those goals. The SDRP's statewide goals are as follows:

- Revitalize the State's cities and towns;
- Conserve the State's natural resources and systems;
- Promote beneficial economic growth, development and renewal for all New Jersey residents;
- Protect the environment, prevent and clean up pollution; Provide adequate public facilities and services at a reasonable cost;
- Provide adequate housing at a reasonable cost;
- Preserve and enhance areas with historic, cultural, scenic, open space, and recreational value; and,
- Ensure sound and integrated planning and implementation statewide.

This Redevelopment Plan is consistent with the SDRP, meeting several of the above goals. Additionally, the SDRP also provides a State Plan Policy Map, which divides the State into several planning areas as well as the identifies a number of "Centers" and "Environs". According to this map, the Borough of Hightstown is contained entirely within the Suburban Planning Area (or "PA2"), which includes a wide variety of viable, traditional settlements and is seen as a key area for accommodating market forces and demand for development. In the Suburban Planning Area, the State Plan's intention is to:

- Provide for much of the state's future development;
- Promote growth in Centers and other compact forms;
- Protect the character of existing stable communities;
- Protect natural resources;
- Redesign areas of sprawl;
- Reverse the current trend toward further sprawl; and,
- Revitalize cities and towns.

This Redevelopment Plan will serve to meet each of these goals.

Finally, the Borough of Hightstown was designated as a Town Center by the State Planning Commission through the Centers Designation Process in 1997. This Redevelopment Plan will specifically promote the Borough's state certified Center Designation Plan and Implementation Agenda. According to page 15 of the Town Center petition, "Enhancing the appearance of the downtown will attract people and business. Similar coordination will be required to improve accessibility to an interconnected system of parking."

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

- Revitalizing the Main Street business district and transportation corridor;
- Creating a more inviting user-friendly downtown;

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Draft Bank Street Redevelopment Plan_for Adoption

- Improving parking facilities and access to parking; and,
- Expanding access to existing and future commercial establishments.

Consequently, this Redevelopment Plan is consistent with the goals and objectives and advances the purposes of the Master Plan of the Borough of Hightstown, the Master Plan of the Township of East Windsor, the Mercer County Master Plan, the DVRPC's Connections 2040 Plan and the State Development and Redevelopment Plan.

ORDINANCE 2020-05

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO
VARIOUS ROADS IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,
APPROPRIATING \$873,000 THEREFOR AND AUTHORIZING
THE ISSUANCE OF \$273,000 BONDS OR NOTES OF THE
BOROUGH TO FINANCE PART OF THE COST THEREOF.**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$873,000, including the \$600,000 grant expected to be received from the State of New Jersey Department of Transportation Municipal Aid Program (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the project since the project is being partially funded by the State Grant.

Section 2. In order to finance the cost of the improvement not covered by the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$273,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to various roads, including Springcrest Drive, Taylor Avenue, Spruce Court and Glen Drive, including curb, sidewalk and roadway improvements, and further including all work and materials necessary therefor and incidental thereto.

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

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

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

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

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

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

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

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$273,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$113,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

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

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued

pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

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

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

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

Introduction: July 7, 2020

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

ORDINANCE 2020-06

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**BOND ORDINANCE PROVIDING FOR DRAINAGE IMPROVEMENTS TO
THE WATER AND SEWER UTILITY AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,
APPROPRIATING \$310,000 THEREFOR AND AUTHORIZING THE ISSUANCE
OF \$295,200 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST
THEREOF.**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$310,000, including the sum of \$14,800 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$295,200 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is drainage improvements to Springcrest Drive, Taylor Avenue, Spruce Court and Glen Drive, including all work and materials necessary therefor and incidental thereto and further including all related costs and incidental thereto.

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

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

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

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

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

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

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$295,200, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

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

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

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued

pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 40c2-12 of the Securities and Exchange Commission (the “Rule”) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

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

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

Introduction: July 7, 2020

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Ordinance 2020-07

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AN ORDINANCE TO ESTABLISH SUPERIOR OFFICER SALARIES FOR THE YEARS 2019, 2020, AND 2021.

BE IT ORDAINED by the Mayor and Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that as a result of a settlement agreement between FOP Lodge 140 (Superior Officers) and the Borough of Hightstown, that Superior Officers compensation shall be as follows:

SECTION 1.

- A. Base "A" salaries shall be as follows:

	<u>2019</u>	<u>2020</u>	<u>2021</u>
Sergeant	\$109,876.00	\$112,074.00	\$114,315.00
Lieutenant	\$122,748.00	\$125,207.00	\$127,711.00

- B. The Sergeants' 2019 and 2020 salaries shall be retroactive to January 1, 2019 and January 1, 2020 respectively, if the Sergeant(s) are on the active payroll of the Borough as of the final execution date of the Memorandum of Agreement between both parties.
- C. In addition to their base salary increases, each bargaining unit member shall be eligible to receive Seven Hundred Fifty (\$750.00) Dollars annually, less all applicable deductions if they work the full year, if they work less than a full year, they will receive a pro-rata share.
- D. If, during the period of January 1, 2019 and December 31, 2021, the Borough determines to reinstate the position of Police Lieutenant, the Borough and the FOP agree to meet to negotiate the compensation for the position of Police Lieutenant and any related benefits that are specific to the position of Police Lieutenant.

SECTION 2. Formula for Salary Computation.

- A. For the purposes of computing the employee's yearly salary, the Borough shall use the following formula:

Base "A"+ Longevity= Base "B"
Base "B" divided by 2080 = Hourly rate for Holiday pay.
Holiday hourly rate x 104 holiday hours= Holiday Adjustment Value (HAV)
Base "B" + HAV +stipends= Base "C"
BASE "C" divided by 2080 = Current year's holiday pay rate.

Base "A" is set forth in Article XI, Section B
Base "B" is only used to calculate holiday Pay
BASE "C" is the current year's salary

SECTION 3. Longevity pay.

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- A. Effective January 1, 2011, each employee covered by this Agreement shall, in addition to his/her regular wages and benefits, be paid longevity increments based upon years of service with the Department of Police in accordance with the following schedule:

<u>YEARS OF SERVICE</u>	<u>LONGEVITY</u>
After five (5) years of service	\$ 850.00
After ten (10) years of service	\$1,800.00
After fifteen (15) year of service	\$2,600.00
After twenty (20) years of service	\$3,500.00
After twenty-four (24) years of service	\$4,400.00

- B. Any new Officers hired after March 20, 2015 will no longer receive longevity.

SECTION 4. Other compensation.

- A. The following stipends shall be paid:

- | | |
|--|-----------------|
| 1. Officers assigned to head the Traffic Bureau and Detectives on call 24/7 | \$2000 per year |
| 2. Highest college of university degree obtained: | |
| a. Associates Degree in field of police science, public administration or criminal justice | \$150 |
| b. Bachelor's Degree in field of police science, public administration or criminal justice | \$250 |
| c. Master's Degree in field of police science, public administration or criminal justice | \$350 |
| d. Doctorate in field of police science, public administration or criminal justice | \$450 |
| e. No member who becomes part of this bargaining unit on or after January 1, 2019 shall be eligible for the stipends in paragraph A. (2) | |
| 3. Officer In Charge Pay (when designated by appropriate authority) | \$2.50/hour |

- B. Off Duty Employment Rates.

Members of the Department shall be eligible for extra duty pay, effective July 1, 2020, as follows:

1. Seventy-Five (\$75.00) Dollars per hour, with a minimum obligation of four (4) hours pay, for all non-Borough/Board of Education and related entities off-duty activities/ events.
2. Seventy (\$70.00) Dollars per hour for all Borough and/or Board of Education activities/events and/or other related obligations, of which there shall be no minimum pay or time obligation.
3. One Hundred Five (\$105.00) Dollars per hour for every hour worked on an extra duty assignment, if said assignment lasts beyond eight (8) hours, except for Borough or Board of Education activities/events or other related obligations, for which the hourly rate shall remain at Seventy (\$70.00) Dollars per hour.
4. These rates shall remain in effect until, at very least, a new collective bargaining agreement is executed by both parties covering the period of January 1, 2022 and thereafter.
5. With the exception of Borough and Board of Education and related entities matters, if a job is cancelled with less than twelve (12) hour notice and the cancellation is not weather related, the applicable officers will receive Seventy-Five (\$75.00) Dollars per hour for four (4) hours.
6. All monies paid shall be less all applicable deductions.

SECTION 5. This Ordinance shall take effect after final passage and publication as provided by law, but the ranges of compensation herein provided shall be retroactive to January 1, 2019, except where noted.

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

Introduced:

Adopted:

ATTEST:

Debra L. Sopronyi
Borough Clerk

Lawrence D. Quattrone
Mayor

Ordinance 2020-08

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AN ORDINANCE TO ESTABLISH POLICE SALARIES FOR THE YEARS 2019, 2020, AND 2021.

BE IT ORDAINED by the Mayor and Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that as a result of a settlement agreement between FOP Lodge 140 (Rank and File) and the Borough of Hightstown, that police officer compensation shall be as follows:

SECTION 1.

- A. Two (2%) increase, retroactive to January 1, 2019, if the employee was on the active payroll of the Borough as of December 31, 2018.
- B. Two (2%) percent increase, retroactive January 1, 2020, if the employee was on the active payroll of the Borough as of December 31, 2019.
- C. Two (2%) percent increase, effective January 1, 2021.
- D. Base "A" salaries based on the above shall be as follows:

<u>Steps</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Academy/ Probation	\$45,000.00	\$45,000.00	\$45,000.00
1	\$52,020.00	\$53,060.00	\$54,121.00
2	\$58,140.00	\$59,303.00	\$60,489.00
3	\$64,260.00	\$65,545.00	\$66,856.00
4	\$70,890.00	\$72,308.00	\$73,754.00
5	\$77,520.00	\$79,070.00	\$80,651.00
6	\$83,640.00	\$85,313.00	\$87,019.00
7	\$89,760.00	\$91,555.00	\$93,386.00
8	\$93,298.00	\$95,164.00	\$97,067.00
9	\$97,067.00	\$99,008.00	\$100,988.00
10	\$100,989.00	\$103,009.00	\$105,069.00

- E. Base salaries for employees hired from January 1, 2019 through December 31, 2021 shall be as follows:
 - 1. Classification – Academy - \$45,000.00
 - 2. Patrolman, once they are hired and the probationary period is complete, shall be entitled to the contractual wage increases as required by the 2019-2021 collective bargaining agreement between FOP and the Borough of Hightstown.
 - 3. As to step increments during the period of 2019 through 2021:

- a. If a bargaining unit member is at Step 3 in 2019 and his/her anniversary date is June 1, then for calendar year 2020, on January 1, 2020, his/her pay will remain at \$64,260.00 until June 1, 2020, when he/she would go to Step 4 at \$72,308.00. The same situation would continue in 2021, his/her pay would remain at \$72,308.00 until June 1, 2021, when he/she would go to Step 5 at \$80,651.00. This would continue under a new CBA is reached and this issue is again addressed.
- b. If a bargaining unit member reaches Step 9 on October 1, 2019, he/she continue at the 2019 Step 9 pay of \$97,067.00 until October 1, 2020, at which time he/she would receive Step 10 pay at \$103,009.00. He/she would stay at \$103,009.00 until October 1, 2021, at which time he/she would make \$105,069.00 and stay that way until a new CBA is reached and this issue is again addressed.

SECTION 2. Formula for Salary Computation.

- A. For the purposes of computing the employee's yearly salary, the Borough shall use the following formula:

Base "A" + Longevity = Base "B"
 Base "B" divided by 2080 = Hourly rate for Holiday pay.
 Holiday hourly rate x 104 holiday hours = Holiday Adjustment Value (HAV)
 Base "B" + HAV + stipends = Base "C"
 BASE "C" divided by 2080 = Current year's holiday pay rate.

Base "A" is set forth in Article XI, Section E
 Base "B" is only used to calculate holiday pay.
 Base "C" is the current year's salary.

SECTION 3. Longevity Pay.

- A. Effective January 1, 2015, each employee covered by this Agreement shall, in addition to his/her regular wages and benefits, be paid longevity increments based upon years of service with the Department of Police in accordance with the following schedule. Any current employee receiving the five (5) year longevity payment of Eight Hundred Fifty (\$850) Dollars will continue through their tenth (10th) year:

<u>YEARS OF SERVICE</u>	<u>LONGEVITY</u>
After ten (10) years of service	\$1,800.00
After fifteen (15) years of service	\$2,600.00
After twenty (20) years of service	\$3,500.00
After twenty-four (24) years of service	\$4,400.00

- B. Any new Officers hired after March 20, 2015 will no longer receive longevity.

SECTION 4. Off Duty Employment Rates.

Members of the Department shall be eligible for extra duty pay, effective July 1, 2020, as follows:

1. Seventy-Five (\$75.00) Dollars per hour, with a minimum obligation of four (4) hours pay, for all non-Borough/Board of Education and related entities off-duty activities/ events.
2. Seventy (\$70.00) Dollars per hour for all Borough and/or Board of Education activities/events and/or other related obligations, of which there shall be no minimum pay or time obligation.
3. One Hundred Five (\$105.00) Dollars per hour for every hour worked on an extra duty assignment, if said assignment lasts beyond eight (8) hours, except for Borough or Board of Education

activities/events or other related obligations, for which the hourly rate shall remain at Seventy⁶⁸ (\$70.00) Dollars per hour.

4. These rates shall remain in effect until, at very least, a new collective bargaining agreement is executed by both parties covering the period of January 1, 2022 and thereafter.
5. With the exception of Borough and Board of Education and related entities matters, if a job is cancelled with less than twelve (12) hours notice and the cancellation is not weather related, the applicable officers will receive Seventy-Five (\$75.00) Dollars per hour for four (4) hours.
6. All monies paid shall be less all applicable deductions.

SECTION 5. This Ordinance shall take effect after final passage and publication as provided by law, but the ranges of compensation herein provided shall be retroactive to January 1, 2019, except where noted.

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

Introduced:

Adopted:

ATTEST:

Debra L. Sopronyi
Borough Clerk

Lawrence D. Quattrone
Mayor

Resolution 2020-143

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

AUTHORIZING PAYMENT OF BILLS

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

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

Current		\$129,402.88
W/S Operating		58,855.78
General Capital		20,999.58
Water/Sewer Capital		82,839.37
Grant		179.00
Trust		4,890.37
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>104.25</u>
Total		<u><u>\$297,271.23</u></u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 20, 2020.

Margaret Riggio
Deputy Borough Clerk

Date: July 20, 2020

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 7/20/2020

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
STATE OF NEW JERSEY DEPT OF TREASURY	7/15/2020	20-00804	1477	\$ 43,775.42
TREASURER, STATE OF NJ, DCA	7/9/2020	20-00821	31363	\$ 229.00
NJ MOTOR VEHICLE COMMISSION	7/9/2020	20-00799	31364	\$ 120.00
EAST WINDSOR REGIONAL SCHOOL	7/15/2020	20-00844	1476	\$ 53,909.00
BANK OF AMERICA	7/15/2020	20-00843	31367	\$ 253.24
TREASURER STATE OF NEW JERSEY	7/15/2020	20-00790	31368	\$ 2,000.00
TOTAL				<u>\$100,286.66</u>
<u>WATER AND SEWER OPERATING</u>				
STATE OF NEW JERSEY DEPT OF TREASURY	7/15/2020	20-00804	1341	\$ 16,638.84
WATCHUNG SPRING WATER	7/1/2020	20-00339	31288	\$ 72.93
STATE OF NJ PWT	7/9/2020	20-00822	32365	\$ 430.68
BANK OF AMERICA	7/15/2020	20-00843	31367	\$ 308.61
TREASURER STATE OF NEW JERSEY	7/15/2020	20-00810	31368	\$ 900.00
TOTAL				<u>\$ 18,351.06</u>
<u>ESCROW</u>				
TOTAL				<u>\$ -</u>
<u>GRANT</u>				
TOTAL				<u>\$ -</u>
<u>TRUST</u>				
BANK OF AMERICA	7/15/2020	20-00843	31367	\$ 1,205.88
TOTAL				<u>\$ 1,205.88</u>
<u>ANIMAL CONTROL TRUST</u>				
TOTAL				<u>\$ -</u>
<u>LAW ENFORCEMENT TRUST</u>				
TOTAL				<u>\$ -</u>
<u>PUBLIC DEFENDER TRUST</u>				
TOTAL				<u>\$ -</u>
<u>GENERAL CAPITAL</u>				
REMINGTON & VERNICK ENGINEERS	7/15/2020	20-00825	6397	\$ 17,011.26
TOTAL				<u>\$ 17,011.26</u>
<u>WATER AND SEWER CAPITAL</u>				
VMG GROUP	7/9/2020	20-00240	5924	\$ 78,914.10
TOTAL				<u>\$ 78,914.10</u>
 MANUAL TOTAL				<u>\$215,768.96</u>

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	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Enc Date	Date	Date	Invoice	Excl		
ACTI0010 ACTION UNIFORM CO, LLC										
20-00712 06/12/20 CLOTHING ALLOWANCE - BUCK										
1 CLOTHING ALLOWANCE - BUCK	850.00	0-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	06/12/20	07/15/20	30515			N
Vendor Total:	850.00									

A0107 ANSELL GRIMM & AARON, PC										
20-00848 07/14/20 INVOICES MAY 2020										
1 GENERAL FILE INV 455181	958.50	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455181			N
2 ORDINANCES INV 455182	526.50	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455182			N
3 RESOLUTIONS INV 455183	229.50	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455183			N
4 ENGINEERING MATTERS INV 455184	40.50	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455184			N
5 MEETINGS INV 455185	540.00	0-01-20-155-001-029	B Attendance at Council Meetings	R	07/14/20	07/15/20	455185			N
6 BORO ADV CASTORO & CO 455186	135.00	0-01-20-155-001-033	B Litigation	R	07/14/20	07/15/20	455186			N
7 OPRA ISSUES INV 455187	256.50	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455187			N
8 REDEVELOPMENT OF BANK ST AREA	140.00	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455188			N
9 AFFORDABLE HOUSING MATTERS2019	13.50	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455189			N
10 JOINT POLICE/MUNICIPAL COURT	54.00	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455190			N
11 HHA HOUSING AUTHORITY MATTERS	54.00	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455191			N
12 DOUGLAS F & COLLEEN BEAN	51.50	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455192			N
13 PEDDIE SCHOOL-FINANCING/TEFRA	54.00	0-01-20-155-001-027	B General Matters	R	07/14/20	07/15/20	455193			N
	3,053.50									
Vendor Total:	3,053.50									

B0076 BERGEY'S TRUCK CENTER										
20-00693 06/09/20 ALTERNATOR FOR 20A										
1 INV. PM307970R - ALTERNATOR	145.95	0-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	06/09/20	07/15/20	PM307970R			N
Vendor Total:	145.95									

B0921 BRITTON INDUSTRIES, INC										
20-00815 07/08/20 YARD WASTE DISPOSAL										
1 INV. 0498444 - YD WSTE DISP	240.81	0-01-26-311-001-168	B Yardwaste	R	07/08/20	07/15/20	0498444			N

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl
B0921 BRITTON INDUSTRIES, INC Continued										
20-00815	07/08/20	YARD WASTE DISPOSAL	Continued							
2 INV. 0503202 -	YD WSTE DISP	281.70	0-01-26-311-001-168	B	Yardwaste	R	07/08/20	07/15/20	0503202	N
3 INV. 0506219 -	YD WSTE DISP	170.91	0-01-26-311-001-168	B	Yardwaste	R	07/08/20	07/15/20	0506219	N
4 INV. 0507474 -	YD WSTE DISP	64.31	0-01-26-311-001-168	B	Yardwaste	R	07/08/20	07/15/20	0507474	N
5 INV. 0509761 -	YD WSTE DISP	127.22	0-01-26-311-001-168	B	Yardwaste	R	07/08/20	07/15/20	0509761	N
6 INV. 0513144 -	YD WSTE DISP	156.23	0-01-26-311-001-168	B	Yardwaste	R	07/08/20	07/15/20	0513144	N
		1,041.18								
Vendor Total:		1,041.18								
C0067 CENTRAL JERSEY POWER										
20-00720	06/12/20	FAST FEED TRIMMER HEAD								
1 FAST FEED TRIMMER HEAD		149.34	0-01-28-369-001-139	B	Mower Repairs	R	06/12/20	07/15/20	169252	N
Vendor Total:		149.34								
CHRIS020 CHRISTINA KOSYLA										
20-00857	07/15/20	CREATIVE DIR HTIP & PWP								
1 CREATIVE DIR HTIP		750.00	T-12-56-286-000-885	B	CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	07/15/20	07/15/20	2020	N
2 CREATIVE DIR PWP		250.00	T-12-56-286-000-885	B	CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	07/15/20	07/15/20	2020	N
		1,000.00								
Vendor Total:		1,000.00								
F0036 CLARIS INTERNATIONAL INC.										
20-00787	06/26/20	ANNUAL CONTRACT RENEWAL								
1 ANNUAL CONTRACT RENEWAL		900.00	0-01-25-240-001-029	B	Maint. Contracts - Other	R	06/26/20	07/15/20	5596648	N
Vendor Total:		900.00								
C0361 CLAYTON BLOCK COMPANY, INC.										
20-00737	06/17/20	ALEN BLOCK TAHOE, ALEN BLOCK J								
1 ALEN BLOCK TAHOE		382.14	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/17/20	07/15/20	473592161	N
2 ALEN BLOCK JUMBO JR		15.88	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/17/20	07/15/20	473592161	N
3 ALEN BLOCK CAPS		144.77	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/17/20	07/15/20	473592161	N

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
C0361 CLAYTON BLOCK COMPANY, INC. Continued										
20-00737	06/17/20	ALEN BLOCK TAHOE, ALEN BLOCK J	Continued							
4 DELIVERY CHARGE		200.00	0-09-55-501-002-503	B Sewer Plant Maintenance	R	06/17/20	07/15/20		473592161	N
		742.79								
Vendor Total:		742.79								
COMCA005 COMCAST BUSINESS										
20-00827	07/13/20	8499 05 243 0036659 OFC 1 BANK								
1 8499 05 243 0036659 OFC 1 BANK		294.57	0-01-20-140-001-060	B Internet Services and Web Services	R	07/13/20	07/15/20		499052430036659	N
Vendor Total:		294.57								
DRAEG005 DRAEGER, INC.										
20-00774	06/25/20	SIMULATOR SVC ORDER 143071607								
1 HOSE PUMP-SIM W/SIM-CUVETTE		17.00	G-02-41-729-006-315	B DRUNK DRIVING ENFORCEMENT FUND 2015	R	06/25/20	07/15/20		5951013084	N
2 CERTIFICATION CHARGE,SIMULATOR		106.00	G-02-41-729-006-315	B DRUNK DRIVING ENFORCEMENT FUND 2015	R	06/25/20	07/15/20		5951013084	N
3 CALIBRATION CHARGE,SIMULATOR		56.00	G-02-41-729-006-315	B DRUNK DRIVING ENFORCEMENT FUND 2015	R	06/25/20	07/15/20		5951013084	N
		179.00								
Vendor Total:		179.00								
E0054 ERIC M. BERNSTEIN & ASSOC.,LLC										
20-00847	07/14/20	JUNE 2020 LABOR ATTY INVOICES								
1 LABOR - GENERAL INV 64920		675.00	0-01-20-155-001-031	B Labor,Personnel & Union Council	R	07/14/20	07/15/20		64920	N
2 POLICE OFFICERS FOP LODGE 140		783.00	0-01-20-155-001-031	B Labor,Personnel & Union Council	R	07/14/20	07/15/20		64921	N
3 DISBURSEMENTS FEDEX 5/21 & 6/3		26.29	0-01-20-155-001-031	B Labor,Personnel & Union Council	R	07/14/20	07/15/20		64921	N
4 OPEIU LOCAL 32 - BLUE COLLAR		270.00	0-01-20-155-001-031	B Labor,Personnel & Union Council	R	07/14/20	07/15/20		64922	N
5 OPEIU LOCAL 32 - WHITE COLLAR		81.00	0-01-20-155-001-031	B Labor,Personnel & Union Council	R	07/14/20	07/15/20		64923	N
6 SUPERIOR OFFICERS FOP LODGE140		405.00	0-01-20-155-001-031	B Labor,Personnel & Union Council	R	07/14/20	07/15/20		64924	N
		2,240.29								
Vendor Total:		2,240.29								
Q0176 EUROFINS QC, INC										
20-00784	06/26/20	WATER ANALYSIS								
1 INV. 2013143 - WATER ANALYSIS		67.00	0-09-55-501-001-532	B Outside Testing/Labs	R	06/26/20	07/15/20		2013143	N
2 INV. 2014017 - WATER ANALYSIS		220.00	0-09-55-501-001-532	B Outside Testing/Labs	R	06/26/20	07/15/20		2014017	N

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc1
H0048 HIGHTS REALTY LLC										
20-00796	07/01/20	JULY 2020 RENT HPD								
1 JULY 2020 RENT HPD	4,446.38	0-01-26-310-001-025	B	Building Rental	R	07/01/20	07/15/20		JULY 2020	N
Vendor Total:	4,446.38									
ICARE005 ICARE OF E. WINDSOR-HIGHTSTOWN										
18-01409	09/24/18	RES 2018-174 DATED 9/17/18								
1 RES 2018-174 DATED 9/17/18	95.00	0-01-55-005-002-001	B	Operations- Refund of Revenue	R	09/24/18	07/15/20		2018-174 9-17	N
Vendor Total:	95.00									
J0378 J.W. KENNEDY & SON INC WELDING										
20-00814	07/08/20	CYLINDER RENTAL								
1 INV. R4961 - CYLINDER RENTAL	12.00	0-01-26-290-001-050	B	DPW Work Equipment	R	07/08/20	07/15/20		R4961	N
Vendor Total:	12.00									
J0257 JCP&L										
20-00852	07/15/20	MULTIPLE INV JUNE 2020								
1 BANK ST 100077953188 7/8/2020	3.11	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95276672603	N
2 100068401122 114 ROGERS REAR	31.17	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95586179495	N
3 WTP WYCKOFFS MILL 100059701167	21.43	0-09-55-501-001-504	B	Electricity	R	07/15/20	07/15/20		95854657877	N
	55.71									
20-00853	07/15/20	VARIOUS INVOICES JULY 2020								
1 100051508677 MAIN ST 07-8-20	135.55	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95576200050	N
2 100051508750 STOCKTON ST	176.38	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95576200051	N
3 100100104247 MAIN ST	47.89	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95776200079	N
4 100079096689 GRANT ST PARK	3.10	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95576200069	N
5 100029000310 BANK ST	420.38	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95576200041	N
6 100131110379 230 MERCER ST	161.32	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95676095013	N
7 STREET LIGHTS ROGERS & MERCER	43.84	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95156857728	N
	988.46									
20-00855	07/15/20	MASTER ACCT 200 000 055 315								
1 100008482778 MAXWELL AVE	23.13	0-09-55-501-002-504	B	Electricity	R	07/15/20	07/15/20		95008657467	N
2 100009294701 WESTERLEA AVE	21.62	0-09-55-501-001-504	B	Electricity	R	07/15/20	07/15/20		95008657467	N

Vendor # Name												
PO #	PO Date	Description	Contract	PO Type			First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
J0257 JCP&L Continued												
20-00855 07/15/20 MASTER ACCT 200 000 055 315 Continued												
3	100009296102 SPRINGCREST DR	17.33	0-09-55-501-002-504	B	Electricity	R	07/15/20	07/15/20		95008657467	N	
4	100012445746 BANK ST	4,077.46	0-09-55-501-001-504	B	Electricity	R	07/15/20	07/15/20		95008657467	N	
5	100012529309 OAK LN	6,676.36	0-09-55-501-002-504	B	Electricity	R	07/15/20	07/15/20		95008657467	N	
		10,815.90										
20-00856 07/15/20 MASTER ACCT 200 000 055 364												
1	100008438010 125 S MAIN ST	15.08	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95008650724	N	
2	100008438283 MAIN AND	25.90	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95008650724	N	
3	10008482018 RT 33 AND MAXWELL	25.10	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95008650724	N	
4	100010898904 FRANKLIN ST AND	27.63	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95008650724	N	
5	100012487714 148 N MAIN ST	545.62	0-01-31-430-001-071	B	Electric-Borough Hall	R	07/15/20	07/15/20		95008650724	N	
6	100012487862 FIREHOUSE	918.43	0-01-31-430-001-072	B	Electric-Fire House	R	07/15/20	07/15/20		95008650724	N	
7	100012529457 BORO HALL	8,608.88	0-09-55-501-002-504	B	Electricity	R	07/15/20	07/15/20		95008650724	N	
		10,166.64										
Vendor Total:		22,026.71										
J0258 JCP&L (STREET LIGHTING)												
20-00854 07/15/20 100081608240 PW N MAIN ST												
1	100 081 608 240 7/7/2020	46.82	0-09-55-501-001-504	B	Electricity	R	07/15/20	07/15/20		95676094985	N	
Vendor Total:		46.82										
J1050 JOHN THOMAS JONES												
20-00858 07/15/20 LAB MGR CONSULT PPE 7/16/2020												
1	LAB MGR CONSULT PPE 7/16/2020	470.00	0-09-55-501-002-528	B	Outside Consulting Services (B	R	07/15/20	07/15/20		PPE 7/16/2020	N	
Vendor Total:		470.00										
L0205 LANGUAGE LINE SERVICES												
20-00830 07/13/20 INTERPRETATION JUNE 2020												
1	INTERPRETATION JUNE 2020	58.10	0-01-20-176-000-111	B	Interpretor/Outside Help	R	07/13/20	07/15/20		10043747	N	
Vendor Total:		58.10										

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
L1085 LORCO PETROLEUM SERVICES													
	20-00818	07/08/20	USED OIL DISPOSAL										
	1 INV.	1516297	USED OIL DISPOSAL	100.00	0-01-26-311-001-167	B Oil Disposal		R	07/08/20	07/15/20		1516297	N
	Vendor Total:			100.00									
MWCOM005 M & W COMMUNICATIONS, INC.													
	20-00807	07/08/20	PAGERS QUOTE #7230										
	1	MOTOROLA MINITOR V1 PAGER	1,149.00	0-01-25-260-001-080	B Medical Equipment		R	07/08/20	07/15/20			305904	N
	2	3 YR EXTENDED WARRANTY	186.00	0-01-25-260-001-080	B Medical Equipment		R	07/08/20	07/15/20			305904	N
	3	UNICATION G1 PAGER	611.00	0-01-25-260-001-080	B Medical Equipment		R	07/08/20	07/15/20			305904	N
			1,946.00										
	Vendor Total:			1,946.00									
M1076 MCMANIMON, SCOTLAND & BAUMANN													
	20-00826	07/10/20	TAX MATTER INV 172236										
	1	TAX MATTER INV 172236	2,317.00	C-08-55-951-001-544	B WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	07/10/20	07/15/20				172236	N
	2	TAX MATTER DISBURSEMENTS	32.77	C-08-55-951-001-544	B WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	07/15/20	07/15/20				172236	N
			2,349.77										
	Vendor Total:			2,349.77									
N0169 NEW JERSEY WATER ASSOCIATION													
	19-01624	10/23/19	GPS SYSTEM FOR WATER										
	1	QUOTE 200055 - WATER GPS	12,380.00	9-09-55-501-001-530	B Computer Software/Maint/Equip		R	10/23/19	07/15/20			6199	N
	Vendor Total:			12,380.00									
O0019 O'BRIEN CONSULTING SERVICES													
	20-00690	06/09/20	MONTHLY IT FEES										
	1	MONTHLY IT FEES	900.00	0-01-25-240-001-029	B Maint. Contracts - Other		R	06/09/20	07/15/20			20-5233	N
	2	MONTHLY IT FEES	250.00	0-01-25-240-001-029	B Maint. Contracts - Other		R	06/09/20	07/15/20			20-5234	N
			1,150.00										
	Vendor Total:			1,150.00									

Vendor # Name										
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
00050 ONE CALL CONCEPT INC										
20-00812	07/08/20	JUNE 2020 MARK OUT REQUESTS								
1 INV. 0065084	38.61	0-09-55-501-001-535	B	Hydrants and Line Repair	R	07/08/20	07/15/20		0065084	N
Vendor Total:	38.61									
P0020 P.F. PETTIBONE CO.										
20-00657	05/27/20	2020 MINUTE BOOK								
1 2020 MINUTE BOOK	131.95	0-01-20-125-001-036	B	Office Supplies	R	05/27/20	07/15/20		178914	N
Vendor Total:	131.95									
P0102 PEMBERTON ELECTRICAL SUPPLY CO										
20-00738	06/17/20	RAB LED FIXTURES UPGARDE								
1 RAB LED FIXTURES UPGRADE &	450.00	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/17/20	07/15/20		033584	N
Vendor Total:	450.00									
PENNC005 PENN CARE, INC.										
20-00813	07/08/20	EMS CHARTS JULY INVOICE								
1 EMS CHARTS JULY INV BASE FEE	132.00	0-01-25-260-001-054	B	Computer Exp/Equipmt Repairs	R	07/08/20	07/15/20		572173	N
2 EMS CHARTS JULY INV TABLET	53.00	0-01-25-260-001-054	B	Computer Exp/Equipmt Repairs	R	07/08/20	07/15/20		572173	N
3 EMS CHARTS JULY INV CAD IMPORT	20.00	0-01-25-260-001-054	B	Computer Exp/Equipmt Repairs	R	07/08/20	07/15/20		572173	N
	205.00									
Vendor Total:	205.00									
PMCAS005 PMC ASSOCIATES										
20-00147	02/07/20	DASH MOUNT MOBILES								
1 MOBILE, TM9400, 450-520M 40W,	840.00	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
2 CABLE, INSTALL KIT, M-UHF,	53.60	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
3 CTRL HEAT, FIXED PRIMARY, BLK	193.60	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
4 TM STANDARD MICROPHONE	64.00	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
5 CABLE IGNITION SENSE 13FT	43.20	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
6 SPEAKER, EXTERNAL, 10W FOR	58.40	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
7 MOUNTING KIT, U-CRADLE	33.60	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
8 TM 9400 SFE KEY-P25 COMMON AIR	212.00	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N
9 TM9400 SFE KEY-P25 TRUNKING	560.00	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628	N

Vendor # Name										
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Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice		Exc1
PMCAS005 PMC ASSOCIATES Continued										
20-00147 02/07/20 DASH MOUNT MOBILES		Continued								
10 SFE KEY-MOBILE P25 BASE OTAP	212.00	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
11 TMS091:SFE KEY-MOBILE, TDMA/	212.00	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
12 SFE-SINGLE KEY AES, DES, ARC4	0.00	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
13 SFE DES/AES ENC COMBO	440.00	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
14 SFE P25 DLI/TRUNKED OTAR	280.00	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
15 LARSEN 490-515 MHZ ANTENNA	42.87	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
16 NMO HIGH FREQUENCY THICK MOUNT	40.80	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
17 PROGRAMMING	37.50	C-04-55-888-001-444	B 2019-20 POLICE SUV, SONIC FIREWALL	R	02/07/20	07/15/20		86628		N
	3,323.57									
Vendor Total:	3,323.57									
P0044 PSE&G										
20-00842 07/13/20 ACCT 13 014 184 04 6/22/2020										
1 7341583509 140 N MAIN ST	64.23	0-01-31-446-001-143	B Gas/Heat - Fire House	R	07/13/20	07/15/20		503100073936		N
2 7341583606 148 N MAIN ST #R	58.35	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	07/13/20	07/15/20		503100073936		N
3 7341583703 BANK ST	19.95	0-09-55-501-001-505	B Gas Service	R	07/13/20	07/15/20		503100073936		N
4 7341583800 OAK LN	321.90	0-09-55-501-002-505	B Gas Service	R	07/13/20	07/15/20		503100073936		N
	464.43									
Vendor Total:	464.43									
QUADI005 QUADIENT, INC.										
20-00824 07/10/20 LEASE N20031800 6/29 - 9/28/20										
1 LEASE N20031800 6/29 - 9/28/20	441.57	0-01-30-421-001-029	B Meter Rental/Maintance	R	07/10/20	07/15/20		N8382804		N
Vendor Total:	441.57									
REDAR005 RED ARROW TECHNOLOGIES, LLC										
20-00654 05/27/20 MONTHLY TECH SUPPORT JUNE 2020										
1 TECH SUPPORT INV 4924	1,359.69	0-01-20-140-001-094	B Computer Service & Support	R	05/27/20	07/15/20		4924		N
2 INTERNET & WEB INV 4924	1,074.94	0-01-20-140-001-060	B Internet Services and Web Services	R	05/27/20	07/15/20		4924		N
3 TECH SUP/INTERNET/WEB INV 4924	347.95	0-09-55-501-002-530	B Computer Software/Maint/Equip	R	05/27/20	07/15/20		4924		N
4 TECH SUP/INTERNET/WEB INV 4924	257.96	0-09-55-501-001-530	B Computer Software/Maint/Equip	R	05/27/20	07/15/20		4924		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
SHERW010 SHERWIN WILLIAMS PAINT Continued														
20-00801		07/01/20	(3)	5 GALLONS OF MINERAL SPIRI										
1		5 GALLON MINERAL SPIRITS			269.10	0-09-55-501-002-535		B Chemicals Miscellaneous	R	07/01/20	07/15/20		8439-5	N
Vendor Total:					646.47									
R0537 STITCHES N INK														
20-00788		06/26/20		PARK/PLAYGROUND CLOSED SIGNS										
1		PARK/PLAYGROUND CLOSED SIGNS			360.00	T-12-56-286-000-850		B STORM RECOVERY SNOW,STORM, OTHER	R	06/26/20	07/15/20		13818	N
Vendor Total:					360.00									
TARAM005 TARA MISIURA														
20-00849		07/14/20		PRODUCTION ASSISTANT 2020										
1		PAYMENT FOR 1/2 SVCS AS			75.00	T-12-56-286-000-885		B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	07/14/20	07/15/20		SUMMER 2020	N
Vendor Total:					75.00									
BLOCK005 TELESYSTEM														
20-00823		07/10/20	INV	13795311 7/1/2020										
1		INV 13795311 7/1/2020			1,296.08	0-01-31-440-001-085		B Telephone-Block Line Systems, LLC LSI	R	07/10/20	07/15/20		13795311	N
Vendor Total:					1,296.08									
T0972 TIMBERWOLF TREE SERVICE														
20-00783		06/26/20		TREE REMOVAL - 124 MAIN ST.										
1		TREE REMOVAL - 124 MAIN ST.			500.00	0-01-26-290-001-129		B Maint.& Replace-Street Trees	R	06/26/20	07/15/20		002465	N
Vendor Total:					500.00									
U0013 USA BLUE BOOK														
20-00659		05/27/20	RFP	ASHCROFT PRESSURE SWITCHES										
1		RFP ASHCROFT PRESSURE SWITCHES			999.90	0-09-55-501-002-503		B Sewer Plant Maintenance	R	05/27/20	07/15/20		284397	N
2		SHIPPING			10.51	0-09-55-501-002-503		B Sewer Plant Maintenance	R	07/10/20	07/15/20		284397	N
					1,010.41									
Vendor Total:					1,010.41									

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
WIREL005 WIRELESS ELECTRONICS, INC.											
20-00828	07/13/20	MONTHLY SVC FEE JULY 2020									
1	MONTHLY SVC FEE JULY 2020	255.00	0-01-25-240-001-029	B Maint. Contracts - Other		R	07/13/20	07/15/20		M59902	N
	Vendor Total:	255.00									
Y0025 YOSTEMBSKI, ROBERT											
20-00803	07/01/20	MONTHLY PROSECUTOR FEES									
1	MONTHLY PROSECUTOR FEES	1,200.00	0-01-25-275-001-111	B Municipal Prosecutor		R	07/01/20	07/15/20		JUNE 2020	N
	Vendor Total:	1,200.00									
Total Purchase Orders: 56 Total P.O. Line Items: 154 Total List Amount: 81,502.27 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	0-01	29,116.22	0.00	29,116.22	0.00	0.00	0.00	29,116.22
	0-09	28,124.72	0.00	28,124.72	0.00	0.00	0.00	28,124.72
	0-21	0.00	0.00	0.00	0.00	0.00	104.25	104.25
Year Total:		57,240.94	0.00	57,240.94	0.00	0.00	104.25	57,345.19
	9-09	12,380.00	0.00	12,380.00	0.00	0.00	0.00	12,380.00
GENERAL CAPITAL	C-04	3,988.32	0.00	3,988.32	0.00	0.00	0.00	3,988.32
WATER/SEWER CAPITAL	C-08	3,925.27	0.00	3,925.27	0.00	0.00	0.00	3,925.27
Year Total:		7,913.59	0.00	7,913.59	0.00	0.00	0.00	7,913.59
	G-02	179.00	0.00	179.00	0.00	0.00	0.00	179.00
TRUST OTHER - FUND #12	T-12	3,684.49	0.00	3,684.49	0.00	0.00	0.00	3,684.49
Total of All Funds:		81,398.02	0.00	81,398.02	0.00	0.00	104.25	81,502.27

Project Description	Project No.	Rcvd Total	Held Total	Project Total
MILLSTONE BASIN HABITAT	MIL11-02	104.25	0.00	104.25
Total of All Projects:		<u>104.25</u>	<u>0.00</u>	<u>104.25</u>

Resolution 2020-144

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

**SUPPORTING AND AUTHORIZING A GRANT APPLICATION BETWEEN
HIGHTSTOWN BOROUGH AND THE STATE OF NEW JERSEY BY AND
FOR THE DEPARTMENT OF ENVIRONMENTAL PROTECTION GRANT
IDENTIFIER: UCF-2019-BOROUGH OF HIGHTSTOWN-00076**

WHEREAS, the governing body of the Borough of Hightstown desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$14,000.00 the fund the Reforestation/Tree Planting – 2020 Street Tree Planting; and

WHEREAS, the Hightstown Borough Council authorizes and hereby agrees to match 33.33% of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the match for such purposes, whether cash, services, or property is hereby certified; and

WHEREAS, 100% of the match will be made up of in-kind services; and

WHEREAS, the Grantee agrees to comply with all applicable federal, State and municipal laws, rules and regulations in its performance pursuant to the agreement.

THEREFORE, the governing body of the Borough of Hightstown resolves that Lawrence D. Quattrone or the successor to the office of Mayor is authorized to (a) make application for such a grant and (b) if awarded to execute a grant agreement with the State for a grant in an amount of not more than \$14,000, and (c) to execute any amendments thereto which do not increase the Grantee's obligations.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 20, 2020.

Margaret Riggio
Deputy Borough Clerk

Borough of Hightstown

Environmental Commission

Memo

To: Mayor and Council

From: David Zaiser, Shade Tree Official

Date: 17 July 2020

Re: Description of 2019 NJUCF Stewardship Grant and Funding

We are requesting your approval of the following:

Grant Description:

The Borough won a 2019 NJUCF Stewardship Grant to plant trees on Borough property (generally, street right-of-ways). The focus of the grant is to address large open street tree planting sites along two County Routes, South and North Main, and Stockton Streets, left vacant by the loss of Bradford Pear trees planted by the County when these streets were repaved and streetscapes renewed in the late 1980 's. Nearly all of these trees, through age and storm damage, have been lost. Some have been replaced through the Borough's street tree planting program, but a lack of funds and the need to distribute resources democratically across the Borough community, has left large vacant areas along these streets. The goal is to plant at least 20 trees in this project area.

Grant Funding:

The Borough must match 33-1/3% of the total grant or \$4,667, but may use in kind and volunteer time toward that value. Based upon grant experience in the past, and the following estimate, we believe our in-kind match could be at least \$7,017, which will more than cover the requirement.

Grant administration by Borough staff - In Kind

24 hrs X \$24.00/hr (avg.) = \$576
 Benefits @35% = \$202

Watering and Tree Maintenance by Borough DPW - In Kind

16 hrs X \$22.00/hr (avg.) = \$352
 Benefits @ 35% = \$123

Volunteers (Project Documentation and Project Management) - In Kind

200 hrs X 28.82 = \$5,764
 \$7,017

We will also have the option to add funds budgeted for tree planting to increase our match and expand the number of trees, potentially getting better value overall (more trees for less than if we bid our annual tree planting separately from the grant project).

End of memo

Resolution 2020-145

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

AUTHORIZING THE HIGHTOWN BOROUGH CULTURAL ARTS COMMISSION PERMISSION FOR A MURAL LOCATED AT 148 NORTH MAIN STREET

WHEREAS, Pursuant to the Revised General Ordinances of the Borough of Hightstown, Chapter 29 Section 29-5, murals painted on buildings are prohibited except those painted as a Cultural Arts Commission project and specifically authorized by the Borough of Hightstown Council; and

WHEREAS, the Cultural Arts Commission desires to have day campers from the Rise summer camp create a mural on the old Municipal Building located at 148 North Main Street; and

WHEREAS, it is the desire of the Mayor and Council to allow said mural, a copy of which is attached.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown that the Hightstown Borough Cultural Arts Commission is hereby authorized to have Rise summer camp create a mural at 148 North Main Street as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 20, 2020.

Margaret Riggio
Deputy Borough Clerk



COMES IN EVERY COLOR

Resolution 2020-146

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

AMENDING RESOLUTION 2020-25 AUTHORIZING DEPOSITORIES AND SIGNATURES FOR BOROUGH ACCOUNTS

WHEREAS, resolution 2020-25 authorized officers of the Borough of Hightstown to sign for the payment of money from the accounts that the Borough if Hightstown; and

WHEREAS, it is necessary to amend resolution 2020-25 by removing the name of Monika Patel as a designated officer who is authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown; and

WHEREAS, it is necessary to further amend resolution 2020-25 by adding the name Nicolette Devish as a designated officer who is authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown.

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the banks designated as depositories of monies of the Borough of Hightstown are hereby established in accordance with the Cash Management Plan adopted by the Borough on January 1, 2020; and

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the accounts of the Borough of Hightstown and that **all notes and drafts** of the Borough of Hightstown be signed in like manner by any two of said same officers:

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the **payment of salaries and wages** from the accounts of the Borough of Hightstown:

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Animal Control Account**:

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer

Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Water & Sewer Operating Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Trust Accounts:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Unemployment Trust Fund:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Public Defender Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Current Account:**

Lawrence Quattrone, Mayor
Michael J. O'Connor, Accounts Payable
George J. Lang, Chief Financial Officer
Nicolette Devish, Administrative Assistant-Finance
Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for the payment of money from the **Capital Funds** of the Borough of Hightstown:

Lawrence Quattrone, Mayor
 Michael J. O'Connor, Accounts Payable
 George J. Lang, Chief Financial Officer
 Nicolette Devish, Administrative Assistant-Finance
 Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Grant Account**:

Lawrence Quattrone, Mayor
 Michael J. O'Connor, Accounts Payable
 George J. Lang, Chief Financial Officer
 Nicolette Devish, Administrative Assistant-Finance
 Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Law Enforcement Trust Account**:

Lawrence Quattrone, Mayor
 Michael J. O'Connor, Accounts Payable
 George J. Lang, Chief Financial Officer
 Nicolette Devish, Administrative Assistant-Finance
 Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED that the following officers of the Borough of Hightstown be hereby authorized to sign checks for payment of money from the **Escrow Accounts (Subdivision Site Plan)**:

Lawrence Quattrone, Mayor
 Michael J. O'Connor, Accounts Payable
 George J. Lang, Chief Financial Officer
 Nicolette Devish, Administrative Assistant-Finance
 Debra L. Sopronyi, Borough Clerk

BE IT FURTHER RESOLVED, that the Borough Clerk, Borough Administrator, Chief Financial Officer, Tax Collector, and the Municipal Court Administrator shall not be held liable for any loss of public money deposited by them with the aforesaid banks when such loss is occasioned by the failure of such banks faithfully to account for and pay over such money on legal demand.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 20, 2020.

Margaret Riggio
 Deputy Borough Clerk

Resolution 2020-147

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2020 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2020 temporary budget; and

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

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

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2020 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	THIS RESOLUTION	PREVIOUS TOTAL	CUMULATIVE TOTAL
Current	243,200.00	1,784,326.00	2,027,526.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	136,000.00	796,136.00	932,136.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	379,200.00	2,580,462.00	2,959,662.00

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

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2020 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 20, 2020.

Margaret Riggio
Deputy Borough Clerk

Borough of Hightstown		
Emergency Temporary		
7/20/2020		
Current Fund		
Mayor and Council		
Salaries and Wages		1,600.00
Administrative and Executive		
Salaries and Wages		4,000.00
Municipal Clerk		
Salaries and Wages		10,000.00
Financial Administration		
Salaries and Wages		4,000.00
Data Processing		
Other Expenses		2,000.00
Tax Assessor		
Salaries and Wages		1,000.00
Engineer		
Other Expenses		3,000.00
Municipal Prosecutor		
Other Expenses		1,600.00
Group Insurance		
Other Expenses		50,000.00
Police Department		
Salaries and Wages		80,000.00
Office of Emergency Management		
Salaries and Wages		1,000.00
Fire Department		
Other Expenses		8,000.00
First Aid		
Other Expenses		5,000.00
Streets and Roads		
Salaries and Wages		10,000.00
Parks and Recreation		
Salaries and Wages		5,000.00
Buildings and Grounds		
Other Expenses		5,000.00
Recycling		
Salaries and Wages		20,000.00
Landfill Solid Waste Disposal		
Other Expenses		21,000.00
Social Security		5,000.00
Roosevelt Shared Service		6,000.00
		243,200.00
Water-Sewer Utility Fund		
Salaries and Wages		50,000.00

Other Expense		80,000.00
Social Security		6,000.00
Total Water-Sewer Utility		136,000.00
		379,200.00

Resolution 2020-148

*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 20, 2020, via teleconference, 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 – Housing Authority
Contract Negotiations – Robbinsville

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 20, 2020, 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 July 20, 2020.

Margaret Riggio
Deputy Borough Clerk

Rules and Regulations for the Use of and Conduct within the Parks and Recreation Areas of the Borough of Hightstown

1. CONDUCT IN PARKS AND RECREATION AREAS.

1.1 Prohibited Acts. While in a public park or recreation area, all persons shall conduct themselves in a proper and orderly manner, and in particular, no person shall:

- a. Possess or consume any type of alcoholic beverage except while attending an organization function for which the sponsoring organization shall have applied for and received from the Parks and Recreation Commission a ~~special~~ permit. Every such permit approved and issued shall be specifically contingent upon the applicant securing all necessary permits required by the New Jersey Division of Alcoholic Beverage Control ~~and the insurance regulations of the Borough~~. For the purposes of this subsection, "organization" shall mean any charitable, benevolent or fraternal association, whether incorporated or unincorporated.
- b. Have in their possession or control or set or otherwise cause to explode or discharge or burn any firecrackers, torpedo rockets or other fireworks, firecrackers or explosives of flammable material or discharge them or throw them into any such areas from lands or highways adjacent thereto. This prohibition includes any substance, compound, mixture or article that, in conjunction with another substance or compound, would be dangerous from any of the foregoing standpoints. ~~At the discretion of the Parks and Recreation Commission, permits may be given for conducting properly supervised fireworks in designated park areas pursuant to Federal and State law.~~
- c. Bring a dog or other domestic animal into those areas where such animals are permitted, unless such animal is restrained at all times on an adequate leash not greater than six (6) feet in length.
- d. Fail to immediately and properly dispose of their pet's solid waste. This subparagraph (d) shall not apply to any owner or keeper who requires the use of a disability assistance animal while such animal is being used for that purpose.
- e. Solicitations ~~aims~~ or contributions for any purpose, whether public or private, ~~unless properly licensed or permitted by the Borough, are strictly forbidden.~~
- f. Build or attempt to build a fire ~~except in such areas and under such regulations as may be designated by the Parks and Recreation Commission~~. No person shall drop, throw, or otherwise scatter lighted matches, burning cigarettes or cigars, tobacco paper or other flammable material within any park or on any highways, roads, or streets abutting or contiguous thereto.
- g. Enter an area posted as "closed to the public," nor shall any person use or abet in the use of any area in violation of posted notices.
- h. Sleep or protractedly lounge on the seats or benches or other areas or engage in loud, boisterous, threatening, abusive, insulting or indecent language or engage in any disorderly conduct.
- i. Fail to produce and exhibit any permit from the Parks and Recreation Commission upon request of any authorized person who shall desire to inspect the same for the purpose of enforcing compliance with any ordinance or rule.
- j. Disturb or interfere unreasonably with any person or party occupying any area or participating in any activity under the authority of a permit.
- k. Expose or offer for sale any article or thing, nor shall he station or place any stand, cart or vehicle for the transportation, sale or display of any article or thing. Exception is here made as to any regularly licensed concessionaire acting by and under the authority and regulation of the Parks and Recreation Commission ~~and/or Borough~~.
- l. Paste, glue, tack or otherwise post any sign, placard, advertisement or inscription whatever,

Commented [EMDCE<1]: We eliminated the word "special" as it is not defined and confusing.

nor shall any person erect or cause to be erected any sign whatever on any public lands or highways or roads adjacent to a park, except in the manner and at those places which may be designated for that purpose by the Parks and Recreation Commission and/or Borough. (1991 Code § 157-2)

- m. Willfully mark, deface, disfigure, injure, tamper with or displace or remove any buildings, bridges, tables, benches, fireplaces, railings, pavings or paving materials, waterlines or other public utilities or parts or appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, stakes, posts or other boundary markers or other structures or equipment, facilities or park property or appurtenances whatsoever, either real or personal.
- n. Leave rest rooms and washrooms in less than a neat and sanitary condition.
- o. Dig or remove any soil, rock, sand, stones, trees, shrubs or plants or other wood or materials or make any excavation by tool, equipment, blasting or other means or agency.
- p. Construct or erect any building or structure of whatever kind, whether permanent or temporary, or run or string any public service utility into, upon, or across such lands, except on special written permit issued hereunder.
- q. Damage, cut, carve, transplant or remove any tree or plant or injure the bark or pick flowers or seed of an tree or plant, dig in or otherwise disturb grass areas or in any other way injure the natural beauty or usefulness of any area.
- r. Climb any tree or walk, stand or sit upon monuments, vases, planters, fountains, railings, fences, or upon any other property not designated or customarily used for such purposes.
- s. Tie or hitch an animal to any tree or plant.
- t. Hunt, molest, harm, frighten, kill, trap, pursue, chase, tease, shoot or throw missiles at any animal, wildlife, reptile or bird, nor shall they remove or have in their possession the young of any wild animal or the eggs or nest or young of any reptile or bird. Exception to the foregoing is made in that snakes known to be deadly or poisonous or deadly reptiles may be killed on sight.
- u. Throw, discharge or otherwise place or cause to be placed in the water of any pond, lake, stream or other body of water in or adjacent to any park or any tributary stream, storm sewer or drain flowing into such water any substance, matter or thing, liquid or solid, which will or may result in the pollution of the waters.
- v. Have brought in or dump in, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage or refuse or other trash. No such refuse or trash shall be placed in any waters in or contiguous to any park or left anywhere on the grounds thereof, but it shall be placed in the proper receptacles where these are provided. Where receptacles are not provided, all such rubbish or waste shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere.
- w. Operate any motor vehicle (exclusive of wheelchairs) on park property except passenger motorcars without prior permission of the Parks and Recreation Commission. All motor vehicle (exclusive of wheelchairs) driven on park property shall be driven only on paved roads and parking areas.
- x. Park a vehicle in other than an established or designated parking area, and such shall be in accordance with posted directions thereat and with the instruction of any attendant who may be present.
- y. Leave a vehicle standing or parked at night in established parking areas or elsewhere in the park areas.
- z. Leave a bicycle in a place other than a bicycle rack when such is provided and there is space available.
- aa. Ride a bicycle on any area except those marked or otherwise designated specifically for

- bicycle riding.
- bb. Leave a bicycle lying on the ground or paving or set against trees or in any place or position where other persons may trip over or be injured by it.
 - cc. Except as provided for in Section 5, swim, bathe or wade in any waters or waterways in or adjacent to any park, except in such waters and at such places as are provided therefor and in compliance with such regulations as are herein set forth or may be hereinafter adopted, nor shall any person frequent any waters or places customarily designated for the purpose of swimming or bathing or congregate thereat when such activities are prohibited by the Parks and Recreation Commission upon a finding that such use of the water would be dangerous or otherwise inadvisable.
 - dd. Frequent any waters or places designated for the purposes of swimming or bathing or congregate thereat except between such hours of the day as shall be designated by the Parks and Recreation Commission for such purposes for ~~each individual site~~ which a permit shall be issued.
 - ee. Dress or undress on any beach or in any vehicle, toilet, or other place except in such bathing houses or structures as may be provided for that purpose.
 - ff. Bring into or operate any boat, raft or other watercraft upon any waters except at places designated for boating by the Parks and Recreation Commission. Such activity shall be during daylight hours only and in accordance with applicable regulations as are now or hereafter adopted. ~~Electric Trolling motors are permitted for fishing in Peddie; no gas motors.~~
 - gg. Navigate, direct or handle any boat in such a manner as to unjustifiably or unnecessarily annoy or frighten or endanger the occupant of any other boat.
 - hh. Fish in any waters except in waters designated by the Parks and Recreation Commission for that use and under such regulations and restrictions as have been or may be prescribed by the Parks and Recreation Commission.
 - ii. Carry or possess firearms of any description or air rifles, knives, spring guns, bows and arrows, slings ~~a or~~ any other forms of weapons potentially inimical to wildlife and dangerous to human safety or any instrument that can be loaded with and fire blank cartridges or any kind of trapping device. Shooting into park areas from beyond park boundaries is forbidden.
 - jj. Picnic or lunch in a place other than those designated for that purpose. Attendants shall have the authority to regulate those activities in such areas when necessary to prevent congestion and to secure the maximum use for the comfort and convenience of all. Visitors shall comply with any directions given to achieve this end.
 - ~~kk. Violate the regulation that use of individual fireplace together with tables and benches follows the generally-accepted rule of "first come, first served."~~
 - ~~ll.kk.~~ Use such areas and facilities for an unreasonable time if the facilities are crowded.
 - ~~mm.ll.~~ Leave a picnic area before ~~the fire is completely extinguished and before~~ all trash is placed in the disposal receptacles, where provided. If no such trash receptacles are available, then trash shall be carried away from the park area by the picnicker to be properly disposed of elsewhere.
 - ~~nn.mm.~~ Set up tents, shacks or any other temporary shelter for the purpose of overnight camping, nor shall any person leave in a park after closing hours any movable structure or special vehicle to be used or that could be used for such purpose, such as house trailer, camp trailer, camp wagon or the like except in those areas designated by the Parks and Recreation Commission and posted for those purposes.
- (1991 Code § 157-1; New)

2. HOURS OF OPERATION.

- 2.1 ~~With the exception of Memorial Park, and e~~ Except for unusual and unforeseen emergencies ~~or~~ Borough use, parks shall be open to the public every day of the year between the hours of one-

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half (1/2) hour before sunrise until one-half (1/2) hour after sunset.

2.2 Memorial Park shall be open for passive recreation outside of daylight hours with all other rules and regulations still being applicable.

The opening and closing hours for each individual park shall be posted therein for public information.

(1991 Code § 157-3)

3. CLOSING OF PARKS.

Any section or part of any Park may be declared closed to the public by the Parks and Recreation Commission and/or the Borough at any time and for any interval of time, either temporary or at regular and stated intervals, daily or otherwise, and either entirely or merely to certain uses, as the Parks and Recreation Commission and/or Borough shall find reasonably necessary.

(1991 Code § 157-4)

4. SPECIAL EVENTS.

4.1 Permit Required. No group or organization of more than twenty-five (25) people may use the facilities of any park for any event without having first obtained a special events permit. Permits for special events in parks shall be obtained by application to the Parks and Recreation Commission in accordance with the following procedure:

a. A person seeking issuance of a permit hereunder shall file an application with the Borough Clerk prior to the intended day of use stating:

- (1) The name and address of the applicant;
- (2) The name and address of the person, persons, corporation, or association sponsoring the activity, if any;
- (3) The day and hours for which the permit is desired;
- (4) The park or portion thereof for which such permit is desired; and,
- (5) Any other information which the Commissioners shall find reasonably necessary to a fair determination as to whether a permit should be issued hereunder.

b. The application shall be accompanied by a check for ~~ten (\$10.00)~~twenty-five (\$25.00) dollars to cover the cost of processing the application and issuing the permit. ~~Two (\$2.00)~~Five (\$5.00) dollars shall be refundable if the application is denied.

c. Standards for issuance for a use permit by the Parks and Recreation Commission shall include the following findings:

- (1) That the proposed activity or use of the park will not unreasonably interfere with or detract from the general public enjoyment of the park;
- (2) That the proposed activity or use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation;
- (3) That the proposed activity or uses that are reasonably anticipated will not include violence, crime, or disorderly conduct;
- (4) That the proposed activity will not entail extraordinary or burdensome expense for police operation by the Borough, all expenses incurred shall be the responsibility of the permit holder who shall apply for police coverage through a process that shall be included in the Park Use Permit Application process;
- ~~(4)~~(5) The determination as to the need for police operation during the event, and to what extent it is required, shall be determined based on risk factor, traffic pattern changes, and expected attendance, and shall be regulated by the Chief of Police or his appointee.
- ~~(5)~~(6) That the facilities desired have not been reserved for other use at the date and

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hour requested in the application; and,

~~(6)(7)~~ That any temporary structure for the event (tent, etc.) should be erected no more than 24 hours prior to the event and should be removed within 24 hours after the event.

d. A permittee shall be bound by all park rules and regulations and all applicable ordinances fully as though the same were inserted in the permits.

e. Liability for Losses.

(1) The person or persons to whom the permit is issued shall be liable for all loss, damage, or injury sustained by any person by reason of the negligence of the person or persons to whom such permit shall have been issued.

(2) The Commissioners shall ~~have the right to have the right to~~ require any permittee to provide as a condition of receiving a permit such guarantees as will reasonably ensure no loss to the public for the consequences of any act of the applicant(s).

~~(2)(3)~~ The person, persons, organization and organizations to whom the permit is issued shall and also to require any applicant to submit evidence of liability insurance along with their permit application covering injuries to members of the general public arising out of such permitted activities in such amounts as may be from time to time determined by the ~~Borough Council Parks and Recreation Commission prior to the commencement of any activity or issuance of any permit.~~ The Brough shall be listed as an additional insured on the evidence of liability insurance.

f. Revocation. The Commissioners shall have the authority to revoke a permit upon a finding of violation of any rule or ordinance or upon good cause shown.

(1991 Code § 157-5)

5. SWIMMING IN PEDDIE LAKE UNLAWFUL.

No person, or group of persons, shall swim, bathe, stand, or wade in the waters of Peddie Lake at any point adjacent to land owned by the Borough, without having first obtained a swimming permit from the Parks and Recreation Commission. Swimming permits may be obtained for planned events in accordance with the following procedure:

a. A person seeking issuance of a swimming permit hereunder shall file an application with the Borough Clerk ~~at least thirty (30) days~~ prior to the intended day of use stating:

- (1) The name and address of the applicant;
- (2) The name and address of the person, persons, corporation, or association sponsoring the activity, if any;
- (3) The day(s) and hours for which the permit is desired;
- (4) A safety plan that includes adequate safety personnel as determined by the Parks and Recreation Commission;
- (5) Proof of insurance that indemnifies the Borough, its subdivisions (including, the Parks and Recreation Commission), its employees, its agents, its officials and its assigns; and,
- (6) Any other information which the Commissioners shall find reasonably necessary to a fair determination as to whether a permit should be issued hereunder.

~~(6)~~ The Parks and Recreation Commission may waive the 30-day requirement upon a showing of reasonable cause.

b. The application shall be accompanied by a check for ~~ten (\$10.00) twenty-five (\$25.00)~~ dollars to cover the cost of processing the application and issuing the permit. ~~Two (\$2.00) Five (\$5.00)~~ dollars shall be refundable if the application is denied.

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Commented [EMDCE<3]: We separated liability insurance requirement from guaranties. Also, limits for liability should be set by the Borough Council, not the Commission. Also, we believe that we should require the certificate of insurance to be presented upon submission of the application for permit. This eliminates the need to "chase" the organization for the insurance.

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c. Standards for issuance for a use permit by the Parks and Recreation Commission shall include the following findings:

- (1) That the proposed activity or use of the park will not unreasonably interfere with or detract from the general public enjoyment of Memorial Park;
- (2) That the proposed activity or use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation;
- (3) That the proposed activity or uses that are reasonably anticipated will not include violence, crime, or disorderly conduct;
- (4) That the proposed activity will not entail ~~extraordinary or burdensome~~ expense or police operation by the Borough, all expenses incurred are the responsibility of the permit holder;
- (5) The determination as to the need for police operation during the event, and to what extent it is required, shall be determined by the Chief of Police, or his appointee, and shall be part of the Park Use Permit Application process.
- (4) -;
- (5)(6) That Peddie Lake or Memorial Park have not been reserved for other use at the date and hour requested in the application; and,
- (6)(7) That any temporary structure for the event (tent, etc.) should be erected no more than 24 hours prior to the event and should be removed within 24 hours after the event.

d. A permittee shall be bound by all park rules and regulations and all applicable ordinances fully as though the same were inserted in the permits.

e. Liability for Losses.

- (1) The person or persons to whom the permit is issued shall be liable for all loss, damage, or injury sustained by any person by reason of the negligence of the person or persons to whom such permit shall have been issued.
- (2) The Parks and Recreation Commission shall ~~have the right to~~ require any permittee to provide as a condition of receiving a permit such guarantees as will reasonably ensure no loss to the public for the consequences of any act of the applicant(s) and also to require any applicant to submit evidence of liability insurance covering injuries to members of the general public arising out of such permitted activities in such amounts as may be from time to time determined by the Commission prior to the commencement of any activity or issuance of any permit. The Brough shall be listed as an additional insured on the evidence of liability insurance.

f. Revocation. The Commissioners, Police or Borough Council shall have the authority to revoke a permit upon a finding of violation of any rule or ordinance or upon good cause shown.

6. PARKING.

No owner or driver shall cause or permit his vehicle to stand outside of designated parking spaces, except for a reasonable time to take up or discharge passengers or equipment. No motor vehicle shall be parked in the park areas from one-half (1/2) hour after sunset until sunrise, except as otherwise permitted.

(1991 Code § 157-7)

7. ENFORCEMENT.

- a. The Parks and Recreation Commission, and/or the designee of the Mayor and Council shall, in connection with their duties imposed by law, diligently enforce the provisions of these rules

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and regulations.

- b. These rules and regulations shall also be enforced by the Police Department of the Borough.
(1991 Code § 157-6)

8. VIOLATIONS AND PENALTIES.

Any person violating any of the provisions of these rules and regulations or any rule or regulation promulgated pursuant hereto shall, upon conviction, be subject to the replacement, repair or restoration of any damaged park property and shall be subject to the penalty as stated in Chapter I, Section 1-5 of the Revised General Ordinances of the Borough of Hightstown.

(1991 Code § 157-8; New)



The Borough of Hightstown

Clerk's Office

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

TO: Mayor & Council
DATE: July 15, 2020
RE: Additional Work Requested

Pursuant to Council discussion and request, the Borough Engineer has inquired of S&G Construction a cost estimate for additional work at the project site, and another location in the Borough.

The additional work to be added to the Lincoln, Hagemount & Rocky Brook Project and their associated costs are:

Raise a manhole:	\$350 to \$1,100
Association Park Asphalt Sidewalks:	\$13,000.00±

The CFO has confirmed that funds are available for this change order in the bond for the project. If Council approves, we will issue the change order, with the first payment on the project, at the August 3rd meeting of the Borough Council.

The other location for which we were acquiring quotes is the installation of a crosswalk at Sunset and North Main Street. The County has given their blessing to this crosswalk at the request of the Complete Streets Committee but has put the responsibility of cost and installation to the Borough. After spending considerable time to acquire quotes, we find that the estimate of approximately \$5,500.00 from S&G Construction to be very reasonable and we would like to issue a purchase order covering same. Funds for this crosswalk are available in the bond used for the improvements to Sunset and Maple, and this crosswalk would be an extension of that project. Other estimates for this project ranged in the \$20,000-\$25,000 range; the Borough is benefitting greatly on this cost by using a contractor that is already mobilized in the Borough for another project.

The Borough Engineer and I find these prices to be reasonable. These are very important improvements that are needed, and funds are already available in previously issued bonds. Therefore, I recommend that the Borough Council authorize these projects to move forward.