

Agenda

Hightstown Borough Council

September 8, 2020

6:30 PM – Public Session

www.freeconferencecall.com

Dial-in number: (978) 990-5000

Access code: 845506#

Online meeting ID: hightstownborough

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 on the Borough website.

Roll Call

Approval of the Agenda

Minutes

August 3, 2020 – Public Session
August 3, 2020 – Executive Session
August 17, 2020 – Public Session
August 17, 2020 – Executive Session

Engineering Items

NJDOT Transportation Alternatives Set-Aside Program
Lincoln, Hagemount and Rocky Brook Project Update

Resolution 2020-168 Authorizing Payment #2 and Change Order #2 – S&G Paving Construction (Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court)

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

Ordinance 2020-10 First Reading and Introduction – An Ordinance Amending and Supplementing Chapter 2, Entitled “Administration”, Subsection 2-19.19. Entitled “Engagement of Services of Off-Duty Police Officers”, of the Revised General Ordinances of the Borough of Hightstown, New Jersey

Resolutions

2020-169 Authorizing Payment of Bills
2020-170 Resolution Confirming Prosecutor
2020-171 Resolution Confirming Public Defender

- 2020-172** Authorizing Payment No. 12 – The Musial Group, P.A. (Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer Street)
- 2020-173** Authorizing an Amendment to the Contract for Calcium Hypochlorite – George S. Coyne Chemical, Co., Inc.

Consent Agenda

- 2020-174** Authorizing Refund of a Deposit for a Temporary Hydrant Water Account
- 2020-175** Authorizing Refund of a Deposit for Temporary Discharge of Treated Groundwater to Sanitary Sewer
- 2020-176** Authorizing Refund of a Tax Overpayment – 9 Hagemount Avenue
- 2020-177** Authorizing Refund of a Tax Overpayment – 105 Oak Lane
- 2020-178** Recognizing and Supporting National Bike Month
- 2020-179** Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2020 Budget

Old Business

Halloween – letter to residents

Subcommittee Reports

Mayor/Council/Administrative Reports

Executive Session

Resolution 2020-180 Authorizing a Meeting that Excludes the Public

Contract Negotiations Robbinsville

Attorney-Client Privilege

Adjournment

**Meeting Minutes
Hightstown Borough Council
August 3, 2020
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:30 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; Fred Raffetto, Borough Attorney; George Lang, CFO; Carmela Roberts, Borough Engineer; Brian Slaugh, Borough Planner and Kevin McManimon.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Council President Misiura requested that the agenda be amended as follows: Resolution 2020-157 A Meeting that Excludes the Public is numbered incorrectly and should be 2020-158 and adding Contract Negotiations – Housing Authority and Personnel – Finance to Executive Session. Moved as amended by Council President Musing; Seconded by Councilmember Stults.

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

Agenda approved as amended.

5-0.

ENGINEERING ITEMS

Stockton Street Project Update

Carmela Roberts, Borough Engineer, reviewed her 7/30/2020 letter to Council. The contractor completed construction

of the water system improvements in December, 2019. Do to weather, the contractor had to demobilize until the spring to complete site restoration. In May, 2020, the contractor returned to complete site restoration. Unfortunately, all repairs completed were rejected by the Borough Engineer, Superintendent of Public Works and the County Engineer. She is currently working with the Borough Attorney to review the contractor's obligation as it relates to the contact. In addition, she is recommending that funding be withheld from the Contractor for excess inspection fees and excess Police Traffic Control.

Lincoln Avenue, Hagemount Avenue and Rocky Brook Court Project Update

Carmela Roberts, Borough Engineer, reviewed her 7/30/2020 letter to Council. This project originally included limited water and sewer improvements based on records available. Once excavating began, it was found that existing water services have lead goosenecks and additional sewer laterals are orangeburg or terracotta pipe. This needs to be addressed in order to keep the water distribution system operational in good working order. She is requesting Council approve a change order in the amount not to exceed \$68,000 for the above work. After discussion, Council directed Ms. Roberts to move forward with the change order.

Resolution 2020-149 Authorizing Payment No. 1 and Change Order No. 1 – S&G Paving Construction (Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court)

Moved by Councilmember Bluth; Seconded by Councilmember Cicalese.

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

Resolution adopted 5-0.

Resolution 2020-149

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

**AUTHORIZING PAYMENT NO. 1 AND CHANGE ORDER NO. 1 – S & G PAVING
CONSTRUCTION (IMPROVEMENTS TO LINCOLN AVENUE, HAGEMOUNT
AVENUE AND ROCKY BROOK COURT)**

WHEREAS, on March 2, 2020, the Borough Council awarded a contract for Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court in Hightstown Borough to S & G Paving Construction, Inc, of Monroe, New Jersey at the price of \$764,028.15; and

WHEREAS, the contractor has submitted Change Order No. 1, in the amount of \$17,100.00 which represents the removal of an additional tree, the replacement of the asphalt sidewalk at Association Park and the raising of an off-road manhole located behind Hagemount Avenue as requested by Borough Council which increases the contract by 2.24% to a total contract amount of \$781,128.15; and

WHEREAS, the contractor has submitted payment No. 1, in the amount of \$18,865.00, partial payment through July 14, 2020; and

WHEREAS, the Borough Engineer has recommended approval of Change order No. 1; and

WHEREAS, the Borough Engineer has recommended approval of payment No. 1, in the amount of \$18, 865.00; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Change Order No. 1 and payment No. 1, in the amount of \$18,865.00 to S&G Paving Construction, Inc. of Monroe, New Jersey is

hereby approved as detailed herein.

Resolution 2020-157 Authorizing Payment #6 and Change Order #2 – Reivax Contracting (Stockton Street Water Main Replacement)

Moved by Council President Musing; Seconded by Councilmember Stults.

Council President Musing questioned if this bill should be tabled at this time. Borough Attorney, Fred Raffetto, stated that this is for work that has already been completed and approved by the Borough Engineer. Councilmember Bluth questioned the amount due. Ms. Roberts stated that she would verify the total tomorrow.

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

Resolution adopted 5-0

Resolution 2020-157
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AUTHORIZING PAYMENT #6 AND CHANGE ORDER #2 – REIVAX CONTRACTING
(STOCKTON STREET WATER MAIN REPLACEMENT)**

WHEREAS, on April 24, 2019, the Borough Council awarded a contract for the Stockton Street Water Main Replacement to Reivax Contracting of Newark, New Jersey at the price of \$933,750.00; and

WHEREAS, the contractor has submitted change order #2 which decreases the contract by \$250.00; and

WHEREAS, the contractor has submitted payment request #6 for partial payment through July 22, 2020 for, police traffic directors, concrete curb and sidewalk, topsoil, fertilizer, lateral repair and lateral installation in the total amount of \$48,291.17; and

WHEREAS, the Borough Engineer has rejected \$7,489.80 from the requested amount which represents police traffic directors that were on site during work that was previously rejected by the Engineer and made to be redone; and

WHEREAS, the Borough Engineer has recommended approval of Change order #2; and

WHEREAS, the Borough Engineer has recommended approval of payment #6 to Reivax Contracting of Newark, New Jersey in the amount of \$40,951.16; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Change Order #2 and Payment Request #6 to Reivax Contracting of Newark, New Jersey for \$40,951.16, is hereby approved as detailed herein, and the CFO is authorized to issue same.

PUBLIC COMMENT I

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

Stephanie Spann, 115 Morrison Avenue – Asked Council if there have been any thoughts regarding Halloween for this year.

Eugene Sarafin, 620 South Main Street – Stated that he has a problem with the federal government and our fake President. Spoke against President Trump. Local government needs to adopt a resolution against the President.

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

Mayor Quattrone stated that he has spoken with the Chief of Police. He would like to ask residents not to decorate their homes this year. Council will discuss this at the next Council meeting.

ORDINANCES

Ordinance 2020-04 Final Reading and Public Hearing 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

Mayor Quattrone opened the Public Hearing and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Questioned the amount of units in this project. This many units would require the Borough hiring new officers and a substantial increase in Hightstown's portion of the school budget. He would like to see more single-family homes in Hightstown making the town less transient. He is concerned and would like more answers. Council needs to spend more time explaining this project to the public.

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

Moved for adoption by Councilmember Misiura; Seconded by Councilmember Stults.

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

Ordinance adopted 5-0.

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.

Appendix 1 attached hereto and made part thereof.

Ordinance 2020-07 Final Reading and Public Hearing An Ordinance to Establish Superior Officer Salaries for the Years 2019, 2020, and 2021

Mayor Quattrone opened the public hearing and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – has no objection to the ordinance.

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

Moved for adoption by Councilmember Stults; Seconded by Council President Musing.

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

Ordinance adopted 5-0.

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.

- 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 | \$350 |

administration or criminal justice

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.

Ordinance 2020-08 Final Reading and Public Hearing An Ordinance to Establish Police Salaries for the Years 2019, 2020, and 2021

Mayor Quattrone opened the public hearing and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – has no objection to the ordinance.

Moved for adoption by Councilmember Stults; Seconded by Council President Musing.

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

Ordinance adopted 5-0.

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.

- B. Two (2%) increase, retroactive to January 1, 2019, if the employee was on the active payroll of the Borough as of December 31, 2018.
- C. Two (2%) percent increase, retroactive January 1, 2020, if the employee was on the active payroll of the Borough as of December 31, 2019.
- D. Two (2%) percent increase, effective January 1, 2021.
- E. 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

- F. 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:

7. 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.
8. 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.
9. 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.

10. 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.
11. 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.
12. 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.

Ordinance 2020-09 First Reading and Introduction An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

Moved for introduction by Councilmember Stults; Seconded by Council Misiura.

Councilmember Bluth raised concerns with the wording in the language of the ordinance. Questioned if this should be adopted after the budget is introduced. Mr. Lang explained that this is written and approved by DCA. He also explained that this is introduced before the budget.

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

Ordinance introduced 5-0. Public Hearing Scheduled for August 17, 2020.

Ordinance 2020-09

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

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, *N.J.S. 40A: 4-45.1 et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, *N.J.S.A. 40A: 4-45.15a* provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer find that it may be advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 1.0% increase in the budget for said year, amounting to \$57,678.58 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated

as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$201,875.03, and that the CY 2020 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, be filed with said Director within 5 days after such adoption.

RESOLUTIONS

Resolution 2020-150 Payment of Bills

Moved by Council President Musing; Seconded by Councilmember Cicalese.

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

Resolution adopted 5-0.

Resolution 2020-150

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

AUTHORIZING PAYMENT OF BILLS

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$69,671.45 from the following accounts:

Current		\$34,685.27
W/S Operating		28,804.52
General Capital		4,515.00
Water/Sewer Capital		0.00
Grant		0.00
Trust		622.06
Housing Trust		0.00
Animal Control		3.60
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>1,041.00</u>
Total		<u>\$69,671.45</u>

Resolution 2020-151 Authorizing Payment to Richard Grubb and Associates (RGA) for Intensive-Level Historic Architectural Survey for Municipal Facilities Located at 230 Mercer Street

Moved by Councilmember Stults; Seconded by Councilmember Misiura.

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

Resolution adopted 5-0.

Resolution 2020-151

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

**AUTHORIZING PAYMENT TO RICHARD GRUBB AND ASSOCIATES (RGA) FOR
INTENSIVE-LEVEL HISTORIC ARCHITECTURAL SURVEY FOR MUNICIPAL
FACILITIES LOCATED AT 230 MERCER STREET**

WHEREAS, on June 15, 2020, the Borough Council awarded a contract for an Intensive-Level Historic Architectural Survey associated with the Municipal Facilities located at 230 Mercer Street to Richard Grubb and Associates (RGA) of Cranbury, New Jersey at a cost not exceed \$9,688.00; and

WHEREAS, the architect has submitted payment request #1 for services through June 30, 2020, in the total amount of \$830.00; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that payment request #1 to Richard Grubb and Associates (RGA) in Cranbury, New Jersey in the amount of \$830.00, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2020-152 Resolution Authorizing the Execution of an Agreement Between the Borough of Hightstown and the Township of Robbinsville to Share Municipal Court Facilities, Employees, Equipment and Supplies

Moved by Councilmember Misiura; Seconded by Council President Musing.

Councilmember Bluth questioned the administration fee added to the agreement. Borough Administrator/Clerk, Debra Sopronyi, explained that Robbinsville will be handling all Court personnel issues, purchasing, administration and overseeing Court.

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

Resolution adopted 5-0.

Resolution 2020-152

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

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT
BETWEEN THE BOROUGH OF HIGHTSTOWN AND THE
TOWNSHIP OF ROBBINSVILLE TO SHARE MUNICIPAL COURT
FACILITIES, EMPLOYEES, EQUIPMENT AND SUPPLIES.**

WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1, et seq. (the “Act”), authorizes local units of this State to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, N.J.S.A. 2B:12-1(c) provides that “two or more municipalities, by ordinance or resolution, may agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts and to agree to appoint judges and administrators without establishing a joint municipal court”; and

WHEREAS, the Borough of Hightstown (the “Borough”) is in need of facilities, employees, equipment and supplies (the “Facilities”, “Employees”, and “Equipment and Supplies”, respectively) in order to provide services (the “Services”) to effectively operate the Hightstown Borough Municipal Court in accordance with all statutory requirements and pursuant to the direction and oversight of the Assignment Judge of Mercer County; and

WHEREAS, the Borough and the Township of Robbinsville (the “Township”) have previously entered into Agreements in order to share facilities, employees, and equipment relating to their respective municipal court operations in accordance with N.J.S.A. 2B:12-1(c) in order to conserve resources and to provide for a more efficient and more economically sound municipal court system, while each municipality has maintained its right to appoint its own judge, prosecutor and public defender; and

WHEREAS, the Borough and the Township (collectively, the “Parties”) wish to continue and build upon this existing relationship for Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, in accordance with the terms and conditions set forth in an “Agreement Between the Borough of Hightstown and the Township of Robbinsville to Share Municipal Court Facilities, Employees, Equipment and Supplies” (the “Agreement”), a copy of which is attached hereto and made a part hereof; and

WHEREAS, it is the intention of the Parties that the Agreement shall replace and supersede any and all prior agreements governing the sharing of Facilities, Employees, Equipment and Supplies, and the provision of Services

thereby, existing by and between the Parties as of the Effective Date of the Agreement; and

WHEREAS, the Governing Bodies of both the Borough and the Township find that it is in the best interests of the Parties to continue to collectively provide for and share the Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, under the terms and conditions referenced in the Agreement; and

WHEREAS, the Mayor and Council wish to approve the attached Agreement, and to authorize the Mayor and Municipal Clerk to execute the same on behalf of the Borough.

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

1. That the attached Agreement with the Township of Robbinsville to Share Municipal Court Facilities, Employees, Equipment and Supplies, for the term referenced therein, is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1, *et seq.*
2. That the Mayor is hereby authorized to execute, and the Municipal Clerk is authorized to attest, the attached Agreement on behalf of the Borough.
3. That this Agreement is subject to the provision of adequate funds in the Borough's 2020 and 2021 budgets.
4. That this Agreement is subject to and contingent upon the approval of the Administrative Office of the Courts (the "AOC") and the Assignment Judge.
5. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Debra L. Sopronyi, RMC/CMC, QPA, CMR, Borough Clerk;
 - b. Joy Tozzi, Robbinsville Township Administrator;
 - c. Police Chief Frank Gendron; and
 - d. Frederick C. Raffetto, Esq., Borough Attorney.

**AGREEMENT BETWEEN THE BOROUGH OF HIGHTSTOWN
AND THE TOWNSHIP OF ROBBINSVILLE TO SHARE MUNICIPAL COURT FACILITIES,
EMPLOYEES, EQUIPMENT AND SUPPLIES**

THIS AGREEMENT made this day of _____, 2020, by and between:

THE BOROUGH OF HIGHTSTOWN ("Hightstown"), a municipal corporation of the State of New Jersey, with its temporary principal offices located at 156 Bank Street, Hightstown, New Jersey 08520; and

THE TOWNSHIP OF ROBBINSVILLE ("Robbinsville"), a municipal corporation of the State of New Jersey, with its principal offices located at 2298 Route 33, Robbinsville, New Jersey 08691.

(Hightstown and Robbinsville will be collectively referred to herein as the "Parties").

WITNESSETH:

WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1, *et seq.* (the “Act”), authorizes local units of this State to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, N.J.S.A. 2B:12-1(c) provides that “two or more municipalities, by ordinance or resolution, may agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts and to agree to appoint judges and administrators without establishing a joint municipal court”; and

WHEREAS, Hightstown is in need of facilities, employees, equipment and supplies (the “Facilities”, “Employees”, and “Equipment and Supplies”, respectively) in order to provide services (the “Services”) to effectively operate the Hightstown Borough Municipal Court in accordance with all statutory requirements and pursuant to the direction and oversight of the Assignment Judge of Mercer County; and

WHEREAS, Hightstown and Robbinsville have previously entered into Agreements in order to share facilities, employees, and equipment relating to their respective municipal court operations in accordance with N.J.S.A. 2B:12-1(c) in order to conserve resources and to provide for a more efficient and more economically sound municipal court system, while each municipality has maintained its right to appoint its own judge, prosecutor and public defender; and

WHEREAS, the Parties wish to continue and build upon this existing relationship for Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, for the term referenced herein, in accordance with the terms and conditions set forth in the within Agreement,

effective upon the following: (1) execution of the within Agreement; and (2) approval of the Administrative Office of the Courts (hereinafter, the “AOC”) and the Assignment Judge of the Superior Court of New Jersey, Mercer County Vicinage (hereinafter, the “Assignment Judge”), whichever occurs later; and

WHEREAS, it is the intention of the Parties that this Agreement shall replace and supersede any and all agreements governing the sharing of Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, existing by and between the Parties on the Effective Date of this Agreement; and

WHEREAS, the Governing Bodies of both Robbinsville and Hightstown find that it is in the best interests of the Parties to continue to collectively provide for and share the Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, under the terms and conditions referenced herein;

NOW, THEREFORE, with the foregoing Recitals incorporated herein by reference and in consideration of the mutual covenants contained herein, Robbinsville and Hightstown, intending to be legally bound, hereby agree as follows:

1. Provision of Space within the Robbinsville Municipal Court Building. Robbinsville shall provide Hightstown with space in the Robbinsville Municipal Court Building in which to conduct Hightstown’s Municipal Court (the “Facilities”) and the Parties agree to share the Facilities referenced herein, pursuant to N.J.S.A. 2B:12-1(c), in accordance with the terms and conditions set forth herein.

- A. Judge’s Chambers. Each Party recognizes and understands that the area delegated as the Judge’s chambers is for the sole use of the Judge of each Party and the Court Administrator of Robbinsville. No other individual shall use that office without written approval from the Business Administrator of Robbinsville.

2. Provision of Staff within the Robbinsville Municipal Court Building.

- A. Municipal Judge. Each Party shall appoint its own individual(s) to serve as municipal judge and shall be responsible for the direct and indirect expenses relating to the salary compensation thereof. If at any time during this Agreement the Parties agree to utilize the same individual(s) for municipal judge, a new agreement governing the terms of same shall be adopted by both municipalities and shall be submitted to the AOC and Assignment Judge for approval.
- B. Municipal Prosecutor and Public Defender. The offices of municipal prosecutor and public defender for each Party shall be governed by Section 3 below.
- C. Certified Court Administrator, Deputy Court Administrator and Violations Clerk. The offices of certified court administrator, deputy court administrator, and violations clerk for each Party shall be governed by Section 3 below.
- D. Security. Security for weapons screening at the entry of the courtroom prior to and during all court sessions, and within the courtroom during all court sessions as per the approved court security plan, shall be provided by Robbinsville for both Robbinsville and Hightstown court sessions. Provisions of employment for security staff shall be governed by Section 3 below.
- E. Prisoner Transportation. Hightstown shall be responsible for the transport of all persons held in custody on warrants or summons and sentencing emanating from Hightstown. Robbinsville shall permit the temporary use of custodial facilities while court is in session.
- F. Designated Court Dates/Times. Robbinsville shall provide the use of its Facilities to Hightstown on the first and third Wednesdays of each month for sessions at 4:00 p.m. and 5:00 p.m., and the second and fourth Wednesdays of each month for sessions at 1:00 p.m., or at such times as mutually agreed to by the Parties.

3. Provision of Employees to Provide the Services.

A. Municipal Prosecutor and Public Defender.

- i. Robbinsville shall contract for and appoint a municipal prosecutor and public defender in accordance with all statutory requirements.
- ii. Within thirty (30) days of the execution of this Agreement by both Parties Hightstown shall appoint to its respective offices the municipal prosecutor and public defender appointed by Robbinsville.
- iii. The municipal prosecutor and public defender shall be considered contracted professionals of Robbinsville and Hightstown depending upon the municipal court same is appearing before during a particular session. Robbinsville shall be responsible for compensation to the municipal prosecutor and public defender in accordance with the terms and rates set forth in the applicable professional services agreements.
- iv. In return for the provision of the Services referenced herein, Hightstown agrees to pay to Robbinsville the per session cost, as set forth in the applicable professional services agreements, for each session the municipal prosecutor and public defender is appearing before the Hightstown Borough Municipal Court.

B. Certified Court Administrator, Deputy Court Administrator and Violations Clerk.

- i. Robbinsville shall provide the Services to Hightstown, through the use of the Robbinsville employees ("Robbinsville Employees"), in order to administer, manage and oversee all operations of the Hightstown Borough

Municipal Court, in accordance with all statutory requirements and subject to the direction and oversight of the Assignment Judge of Mercer County.

- ii. The Robbinsville Employees shall have the powers and perform the duties of Certified Court Administrator, Deputy Court Administrator, and Violations Clerk, respectively, in the same manner as if they were employed by Hightstown. These powers and duties shall include, but not be limited to, those set forth in N.J.S.A 2B:12-13, *et seq.*
- iii. The Robbinsville Employees shall maintain their full-time status as employees of Robbinsville and shall not be considered employees of Hightstown. Robbinsville shall be responsible for direct salary compensation to the Robbinsville employees and continue to pay all indirect expenses relating to salary compensation, including but not limited to payroll taxes, pension, worker's compensation, healthcare coverage, etc., for same (inclusively the "Costs").
- iv. The Services referenced herein shall be provided to Hightstown by Robbinsville, through the Robbinsville Employees, based upon a Sixty/Forty Percent (60%/40%) split, with Robbinsville being responsible for Sixty Percent (60%) of the Costs and Hightstown being responsible for Forty Percent (40%) of the Costs. For 2020, Hightstown's share of the total Costs for the Certified Court Administrator, two Deputy Court Administrators, and two Violations Clerks is \$148,954.14, such total incorporating direct salary as well as indirect expenses noted in subsection iii above. In the event Robbinsville raises the salary of any of the Robbinsville Employees, Robbinsville shall notify Hightstown by December 1 of any such raise to take effect in the following year.

Additionally, for each hour worked by the Robbinsville Employees in excess of 35 total hours per week, on matters exclusive to the Hightstown Borough Municipal Court, the following hourly rates for 2020 shall apply:

\$32.19 for the Certified Court Administrator, \$25.50 for Deputy Court Administrator, and \$18.87 for Violations Clerk. In the event Robbinsville raises the salary of any Robbinsville Employees, these hourly rates shall increase accordingly.

- v. It is understood that the Robbinsville Employees are not being appointed by Hightstown, but rather, their services as Certified Court Administrator, Deputy Court Administrator, and Violations Clerk are controlled by this Agreement.

C. Security.

- i. Robbinsville shall provide to Hightstown, through the use of Robbinsville Employees, security for weapons screening at the entry of the courtroom

prior to and during, and within the courtroom during all court sessions of the Hightstown Borough Municipal Court as per the approved court security plan (“Security Services”).

- ii. The Robbinsville Employees, consisting of a bailiff and court officer, shall have the powers and perform their security duties in the same manner as if they were employed by Hightstown.
- iii. The Robbinsville Employees shall maintain their full-time status as employees of Robbinsville and shall not be considered employees of Hightstown. Robbinsville shall be responsible for direct salary compensation to the Robbinsville employees and continue to pay all indirect expenses relating to salary compensation, including but not limited to payroll taxes, pension, worker’s compensation, healthcare coverage, etc., for same (inclusively the “Costs”).
- iv. The Security Services referenced herein shall be provided to Hightstown by Robbinsville, through the Robbinsville Employees, for each session of the Hightstown Borough Municipal Court. Hightstown shall be responsible for all of the Costs accrued during each session, based upon the following hourly rates for 2020: \$31.24 for the Bailiff and \$21.65 for the Court Officer. These hourly rates do not include indirect expenses, which Hightstown shall be responsible for in addition to the direct hourly rate. In the event Robbinsville raises the salary of any Robbinsville Employees, these hourly rates shall increase accordingly.
- v. It is understood that the Robbinsville Employees are not being appointed by Hightstown, but rather, their services are controlled by this Agreement.

4. **Provision of Equipment and Supplies.**

- A. Robbinsville shall provide the necessary Equipment and Supplies to Hightstown in order to allow Hightstown to effectively operate the Hightstown Borough Municipal Court
- B. In return for the provision of the Equipment and Supplies referenced herein by Robbinsville to Hightstown, Hightstown agrees to pay Forty Percent (40%) of the costs associated with the provided Equipment and Supplies.
- C. For any equipment and supplies that are Court-specific, including but not limited to letterhead and envelopes, the Party whose court the Court-specific equipment and supplies are for is responsible for procuring same and shall pay One Hundred Percent (100%) of the costs associated with such equipment and supplies.
- D. For purchases of equipment that shall be used by each Party and are expected to exceed Six Thousand Dollars (\$6,000.00) each Party agrees to split the cost of same equally. Robbinsville shall initiate the purchasing process and shall allow Hightstown an opportunity to review the proposed purchase and approve of same prior to making such purchase.

5. **Bank Accounts.** In accordance with N.J.S.A. 2B:12-1, *et seq.*, the Parties each will maintain their own general and bail account. These accounts will be maintained according to standardized financial procedures established to process and track all monies received in the municipal courts. The Parties will receive and appropriately distribute all fines generated by all cases on their respective dockets. Robbinsville and Hightstown will maintain dedicated funds in accordance with the Parking Offenses Adjudication Act (POAA) and Alcohol Education Rehabilitation and Enforcement (DWI) Act, which will be made available to their respective Municipal Courts.

6. **Liabilities.** Any liability associated with or concerning Robbinsville or Hightstown determined to exist prior to or after the Effective Date of this Agreement shall be the sole responsibility of the Party that incurred such liability.

7. **Caption.** In accordance with N.J.S.A. 2B:12-1, *et seq.*, the identities of the individual courts shall continue to be expressed in the captions of orders and process.

8. **Term.** The term of this Agreement shall commence on January 1, 2020 (the "Effective Date") and terminate on December 31, 2021, or the date upon which the Parties execute a new agreement governing the subject matter hereof, whichever occurs sooner.

9. **Consideration.**

- A. During the term of this Agreement Hightstown shall pay to Robbinsville a quarterly fee of Eighteen Thousand Dollars (\$18,000.00) for use of the Facilities.
- B. During the term of this Agreement payment shall be made by Hightstown to Robbinsville for the Robbinsville Employees on a quarterly basis, in accordance with invoices provided by Robbinsville to Hightstown, which detail(s) the number of hours performed by the Robbinsville Employees for Hightstown during the prior quarter, and based upon the provisions of Section 3 above.
- C. During the term of this Agreement payment shall be made by Hightstown to Robbinsville for the Equipment and Supplies on a quarterly basis, in accordance with invoices provided by Robbinsville to Hightstown based upon the provisions of Section 4 above.
- D. Administrative Fee. Hightstown shall pay to Robbinsville a quarterly fee of Three Thousand Dollars (\$3,000.00) as consideration for administration of the provisions of this Agreement.
- E. Payment by Hightstown to Robbinsville shall be made within thirty (30) days of the date of each invoice or the next business day if the thirtieth day falls on a weekend or holiday designated by Robbinsville.
- F. Robbinsville, based upon its best available information and knowledge, shall provide to Hightstown by December 1, an estimate of the total payment to be made by Hightstown under this Agreement for the following year.

10. **Hold Harmless/Indemnification.**

- A. Hightstown shall defend, hold harmless and indemnify Robbinsville, its officers, employees and agents, from and against any and all fines, claims and losses, of whatever nature or type, arising out of or in connection with the provision of the Facilities, Employees, Equipment and Supplies under this Agreement by Robbinsville to Hightstown, to the extent permitted by law. This provision specifically excludes liability imposed under workers compensation and employment practices insurance; it being the intention of the Parties that each Party shall be responsible for providing workers compensation benefits to its own employees and that each Party would defend against an employment practice claim brought by its own employee. This provision shall also exclude punitive damages and damages as a result of the gross negligence or willful or wanton conduct of any Robbinsville officers, employees or agents.
- B. Each Party shall notify the other if any event occurs which requires or which may require defense and/or indemnification under this Agreement. Hightstown shall provide Robbinsville with legal counsel satisfactory to Robbinsville, which consent shall not be unreasonably

withheld, to defend against any such claim or proceeding which may be brought against Robbinsville, its officers, employees and agents, to whom this Section applies. Hightstown shall pay, satisfy and discharge any judgment, settlement, compromise, order, or decree, which may be recovered against Robbinsville, its officers, employees and agents, to whom this Section applies. This provision specifically excludes liability imposed under workers compensation and employment practices insurance; it being the intention of the Parties that each Party shall be responsible for providing workers compensation benefits to its own employees and that each municipality would defend against an employment practice claim brought by its own employee. This provision shall also exclude punitive damages and damages as a result of the gross negligence or willful or wanton conduct of any Robbinsville officers, employees or agents.

11. Insurance. It is recognized and understood that Robbinsville and Hightstown each participate in a Joint Insurance Fund ("JIF"). Final approval of this Agreement by the Parties is subject to each obtaining insurance coverage satisfactory to the respective JIFs. Each Party agrees to name the other as an additional insured party on any insurance policies that it separately maintains. Each Party shall provide the other with a Certificate of Insurance setting forth the above coverage and naming the other as additional insured promptly upon the execution of this Agreement. In the event that either Party ceases to participate in a JIF, then such Party shall provide alternative insurance comparable to the JIF and subject to the reasonable approval of the other Party.

12. Accounting. Accounting and records maintenance for the Parties shall be the responsibility of each Party to whom the records apply.

13. Communications Between the Parties.

- A. Communications between the Parties regarding the provision of the Facilities, Employees, Equipment and Supplies under this Agreement shall be directed to the Business Administrator of the respective Party; however, nothing contained within this paragraph shall prevent the Business Administrator or Mayor of either Party from contacting their counterpart for the other Party with information or suggestions regarding the Facilities, Employees, Equipment and Supplies provided hereunder.
- B. The Parties agree to meet at least annually to discuss the provision of the Facilities, Employees, Equipment and Supplies under this Agreement, the costs associated with the same, and any other matters that are relevant to the within Agreement.

14. Termination. This Agreement may be terminated only upon mutual written consent of the Parties.

15. Notices. All notices, statements, or other documents required by this Agreement shall be hand-delivered or mailed to the following designated municipal representatives:

- A. The designated municipal representative for Robbinsville is:

Township Clerk

**Township of Robbinsville
2298 Route 33
Robbinsville, New Jersey 08691**

- B. The designated municipal representative for Hightstown is:

Borough Clerk

**Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520**

16. Choice of Law. Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

17. Venue. Any dispute regarding the terms of this Agreement shall be venued in New Jersey Superior Court, Mercer County.

18. Assignment and Waiver. The rights, duties and obligations of this Agreement may not be assigned without either Party's prior written consent and it is agreed that a failure or delay in the enforcement of any of the provisions of this Agreement by either Party shall not constitute a waiver of those provisions.

19. Entire Agreement. This Agreement sets forth the entire understanding of the Parties and cannot be changed or modified orally.

20. Modification. This Agreement may only be supplemented, amended or revised in writing, which has been duly authorized by the Parties and signed by the proper authorized representatives thereof.

21. Mutually Drafted. The Parties hereto acknowledge that the drafting of this Agreement is a mutual effort between the Parties and that this Agreement is not to be construed against either Party as the drafter.

22. Severability. In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable, in any respect, by any court of competent jurisdiction, the rest of this Agreement shall nevertheless remain in full force and effect.

23. AOC and Assignment Judge Approval. The Parties acknowledge and agree that this Agreement is contingent upon and subject to the approval of the AOC and the Assignment Judge, and that the Agreement shall not become effective until such approval(s) have been received.

24. Filing. A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and have caused this Agreement to be dated as of the day and year written above.

ATTEST: **BOROUGH OF HIGHTSTOWN**

Debra L. Sopronyi, Municipal Clerk

Lawrence Quattrone, Mayor

ATTEST: **TOWNSHIP OF ROBBINSVILLE**

Michele Seigfried, Municipal Clerk

David Fried, Mayor

Resolution 2020-153 Amending Resolution 2019-115 Authorizing an Agreement for Architectural and Contract Administration Services for Municipal Facilities Located at 230 Mercer Street

Moved by Councilmember Stults; Seconded by Councilmember Misiura.

Council President Musing asked for an explanation of the Resolution. Borough Administrator/Clerk, Debra Sopronyi, explained that this is for architectural and engineering completing drawings for the police substation. Council had changed the scope of the project and directed the architect to provide drawing for a police substation. Councilmember Stults stated that these drawings are needed in order to get an accurate cost of the building with a police substation. Councilmember Bluth stated that we are not 100% certain that we are building the Police Station in Robbinsville so why are we continuing to spend additional money. Councilmember Stults stated that the same level of design is needed to make an informed decision.

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

Resolution adopted 5-0.

Resolution 2020-153

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

**AMENDING RESOLUTION 2019-115 AUTHORIZING AN AGREEMENT FOR
ARCHITECTURAL AND CONTRACT ADMINISTRATION SERVICES FOR
MUNICIPAL FACILITIES LOCATED AT 230 MERCER STREET**

WHEREAS, Resolution 2019-44, appointed the Musial Group as Architect and Contract Administrator for the municipal facilities project located at 230 Mercer Street; and

WHEREAS, Resolution 2019-44 also authorized concept design at a cost not to exceed \$40,000; and

WHEREAS, Resolution 2019-115, adopted on June 3, 2019, authorized the remainder of the project at a total cost not to exceed \$459,895.00; and

WHEREAS, Resolution 2020-40, adopted on January 21, 2020, amended the contract to not exceed \$472,895.00 without further authorization of the Governing Body; and

WHEREAS, additional engineering costs associated with the design of the police substation increases the contract by \$39,100.00; and

WHEREAS, it is necessary to amend the contract amount to not exceed \$511,995.00 without further authorization of the Governing Body; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract amount in Resolution 2019-115 is hereby amended to not exceed \$511,995.00, as detailed herein, without further authorization of the Governing Body.

Resolution 2020-154 Resolution of the Borough Council of the Borough of Hightstown, New Jersey Approving the Issuance of bonds Related to Capital Improvements to be Undertaken by the Peddie School and Costs Associated Therewith

Moved by Councilmember Stults; Seconded by Council President Musing.

Borough Attorney, Fred Raffetto, explained the Peddie School is financing through the Public Financing Authority. Prior to the issuance of the bonds, The Public Financing Authority requires approval from the governing body of the jurisdiction within the boundaries the project facilities are located. This does not impose any financial obligation or liability on Hightstown Borough.

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

Resolution adopted 5-0.

Mike McKitish, Peddie School, thanked Council for its support. The school is grateful to be about to take advantage of the low financing to complete capital projects.

Resolution 2020-154

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

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN,
NEW JERSEY APPROVING THE ISSUANCE OF BONDS RELATED TO CAPITAL IMPROVEMENTS
TO BE UNDERTAKEN BY THE PEDDIE SCHOOL
AND COSTS ASSOCIATED THEREWITH.**

WHEREAS, the Public Finance Authority, a Wisconsin multi-state bond issuing authority (the “Authority”), proposes to issue Taxable Revenue Bonds, Series 2020, in a principal amount not to exceed Twenty Million Dollars (\$20,000,000) (the “Bonds”), the proceeds of which will be used to fund a loan to The Peddie School, a New Jersey nonprofit corporation (the “Borrower”), to enable the Borrower to finance a project (the “Project”) consisting of the (i) funding of various corporate purposes of the Borrower, including, but not limited to, capital improvements to the Borrower’s facilities in the Borough of Hightstown, County of Mercer and State of New Jersey (also referenced as the “Project Municipality” or “Borough”), and (ii) payment of certain costs associated with the issuance of the Bonds; and

WHEREAS, the proceeds of the Bonds will be used in connection with the Borrower’s operations in the Project Municipality (the “Project Facilities”); and

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes, prior to their issuance, bonds issued by the Authority must be approved by the governing body or highest-ranking executive or administrator of the political jurisdiction within whose boundaries the Project Facilities are or will be located; and

WHEREAS, the Borrower has requested that the Borough Council of the Project Municipality, as the governing body of the Project Municipality, provide its approval for the financing of the Project and the issuance of the Bonds in order to satisfy the requirements of Section 4 of the Amended and Restated Joint Exercise of Powers Agreement Relating to the Public Finance Authority, dated as of September 28, 2010, and Section 66.0304(11)(a) of the Wisconsin Statutes; and

WHEREAS, such approval does not impose any pecuniary liability on the Project Municipality and does not create any financial or other obligation of the Project Municipality under the Bonds or the related financing documents; and

WHEREAS, the payment obligations under the Bonds shall be exclusive to Borrower, and no other party, either public or private, shall be liable to the holder of the Bonds under the terms of the Bonds or the related financing documents; and

WHEREAS, the Project Municipality, as the host community in which the Project shall be undertaken, wishes to cooperate in good faith with The Peddie School in providing its approval for this undertaking, in accordance with the requirements of the Authority, as the Project Municipality believes that the Project shall be beneficial to The Peddie School, as well as the Borough as a whole, and recognizes that the Borough shall assume no responsibility or liability whatsoever in connection with the Project or the issuance of the Bonds.

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

1. That, conditioned upon the representations made by The Peddie School and the Authority to the effect that the Borough shall assume no responsibility or liability whatsoever in connection with the Project or the issuance of the Bonds referenced above, the Borough hereby provides its approval for the issuance of the Bonds for purposes of Section 66.0304(11)(a) of the Wisconsin Statutes.
2. That, if necessary, the Mayor is hereby authorized to execute, and the Borough Clerk to attest, any documents needed in connection with the Bonds and the Project, so long as said documents are in a form satisfactory to the Borough Attorney, the Borough Administrator and the Borough Chief Financial Officer.
3. That a certified copy of this Resolution shall be provided to each of the following:
 - a. The Public Finance Authority;
 - b. The Peddie School;
 - c. Debra Sopronyi, Borough Administrator;
 - d. George Lang, Borough Chief Financial officer; and
 - e. Frederick C. Raffetto, Esq., Borough Attorney

Resolution 2020-155 Accepting Membership of Eduardo J. Yanez in Hightstown Engine Company No. 1

Moved by Councilmember Stults; Seconded by Councilmember Cicalese

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

Resolution adopted 5-0.

Resolution 2020-155

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

**ACCEPTING MEMBERSHIP OF EDUARDO J. YANEZ IN
HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, Eduardo Yanez of East Windsor, New Jersey has applied for membership in Hightstown Engine Company No. 1; and

WHEREAS Mr. Yanez has undergone and passed the required physical examination, and his membership application has been reviewed and approved by Fire Chief Scott Jenkins;

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

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to Hightstown

Engine Co. #1.

Resolution 2020-156 Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2020 Budget

Moved by Council President Musing; Seconded by Councilmember Cicalese.

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

Resolution adopted 5-0.

Resolution 2020-156
*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	44,200.00	2,027,526.00	2,071,726.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	186,879.00	932,136.00	1,119,015.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	231,079.00	2,959,662.00	3,190,741.00

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.

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Stated that he is impressed with the virtual meeting. He is upset with the number of units in the redevelopment agreement. Stated that he is pleased that the Council is looking a police substation. He doesn't like the steps in the pay scales for the unions. He thinks that Council is doing a good job.

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

NEW BUSINESS

2020 Budget Discussion

CFO, George Lange, explained that he is still putting final court numbers together. This is a very challenging year and he apologized for not having figures for Council. He is very close and will hopefully have a budget in the next few days. Mr. Lang stated that he would like Council to introduce the budget at the August 17th meeting. Councilmember Musing stated that he understands the delay with the budget, but Council needs time to do their due diligence before introduction.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

The Environmental Commission is looking to have a hybrid meeting this month. The location and procedure has been approved by OEM. The Cultural Arts Commission will be having a formal reveal of the mural at the old Municipal Building on August 13th from 10 a.m. – 2 p.m.

Borough Administrator/Clerk, Debra Sopronyi

Reminded everyone that New Jersey is still in a public health emergency. The Governor reduced the maximum number of people at indoor gatherings from 100 – 25 people effective today. Please everyone, stay diligent. Public Works is ready for the tropical storm tomorrow. They have cancelled yard waste collection this week and will resume next week.

Deputy Clerk, Peggy Riggio

The 2020 Census will be starting to go door to door to people who have not returned their census. If you have not returned your Census, you can still complete on line. The primary election was certified to the State on July 24th.

Mayor Quattrone

Explained that he and Council President Musing had met with the Fire Department explaining their meeting with DCA regarding the feasibility study. The Fire Company has agreed to provide the Borough with their audits. They are having difficulty raising funds because of the pandemic.

EXECUTIVE SESSION

Resolution 2020-158 Authorizing a Meeting that Excludes the Public

Moved by Council President Musing; Seconded by Councilmember Stults.

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

Resolution adopted 5-0.

Resolution 2020-158
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on August 3, 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 – PRC Group
 Attorney Client Privilege
 Contract Negotiations – Hightstown Housing Authority
 Personnel – Finance

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public November 3, 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 to public session at 10:07 p.m.

ADJOURNMENT

Moved by Councilmember Stults at 10:08 p.m.; Seconded by Councilmember Cicalese. All ayes.

Respectfully Submitted,

Margaret M. Riggio
 Deputy Borough Clerk



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 Slauch, PP, AICP, Borough Planner

ACKNOWLEDGEMENTS

James Constantine, PP, AICP

Christopher Cosenza, PP, AICP, LEED AP

William Feinberg, RA, AIA

Nicholas Perrotto



TABLE OF CONTENTS

INTRODUCTION	1
<i>History and Background</i>	<i>1</i>
<i>Redevelopment Area Expansion</i>	<i>1</i>
<i>Redevelopment Plan Process.....</i>	<i>2</i>
<i>Plan Components.....</i>	<i>2</i>
REDEVELOPMENT PLAN GOALS AND OBJECTIVES	6
<i>Objectives</i>	<i>6</i>
RELATIONSHIP TO THE HIGHTSTOWN BOROUGH LAND DEVELOPMENT	
REGULATIONS	7
<i>Supersedes Existing Zoning.....</i>	<i>7</i>
<i>Zoning Map.....</i>	<i>7</i>
<i>Redevelopment Entity.....</i>	<i>7</i>
<i>Redeveloper Selection.....</i>	<i>7</i>
<i>Redevelopment Agreement.....</i>	<i>7</i>
<i>Effect of Redevelopment Agreement</i>	<i>8</i>
<i>Staff Employment.....</i>	<i>8</i>
LAND USES IN THE BANK STREET REDEVELOPMENT AREA	10
PERMITTED USES, BULK REGULATIONS & ADDITIONAL STANDARDS	12
Redevelopment Area Sub-Zones	12
<i>Tract A Sub-Zone</i>	<i>12</i>
<i>Tract B Sub-Zone</i>	<i>14</i>
<i>Tract C Sub-Zone</i>	<i>16</i>
<i>Tract D Sub-Zone</i>	<i>17</i>
<i>Provisions Applying to All Tracts in the Bank Street Redevelopment Area.....</i>	<i>19</i>
<i>Site Development Standards</i>	<i>21</i>
<i>Building Design Standards</i>	<i>27</i>
<i>Building Lots Not Required to Abut Street</i>	<i>29</i>
<i>Public Improvements.....</i>	<i>29</i>
<i>Relocation Provisions</i>	<i>30</i>
<i>Affordable Housing.....</i>	<i>30</i>
DEVELOPMENT PLAN REVIEW AND APPROVAL.....	31
<i>Concept Plan Required.....</i>	<i>31</i>
<i>Application for Development</i>	<i>31</i>



<i>Planning Board Review</i>	31
<i>Variances, Exceptions and Submission Waivers</i>	31
<i>Effects of Approval</i>	32
<i>Acquisition of Property</i>	32
RELATIONSHIP TO THE MASTER PLAN AND PLANS OF OTHER JURISDICTIONS .	33
<i>2014 Borough of Hightstown Reexamination of the Master Plan</i>	33
<i>Other Plans of Hightstown</i>	34
<i>Adjacent Municipalities</i>	34
<i>Mercer County Growth Management Plan</i>	34
<i>Delaware Valley Regional Planning Commission (DVRPC)</i>	34
<i>State 2001 Development and Redevelopment Plan</i>	34

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

JULY 20, 2020 | PAGE 1

Draft Bank Street Redevelopment Plan_for Adoption

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.*

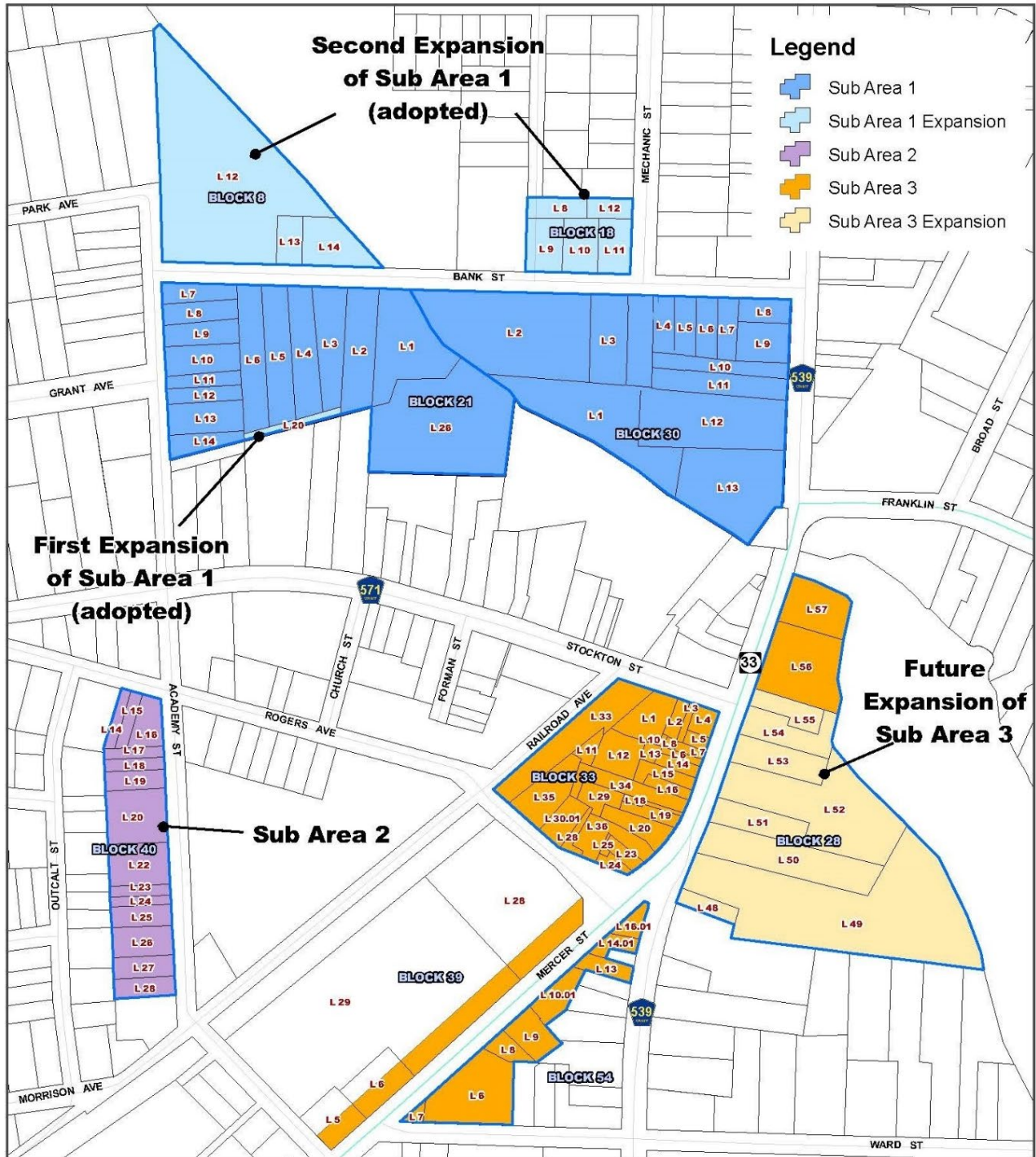
Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 2

Draft Bank Street Redevelopment Plan for Adoption

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



0 100 200 Feet

Clarke Caton Hintz
Architecture
Planning
Landscape Architecture

MAIN STREET REDEVELOPMENT AREA

Bank Street Redevelopment Plan

LOCATION:
Hightstown Borough, Mercer County, NJ

DATE:
February 2020

Bank Street Redevelopment Plan
HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ
JULY 20, 2020 | PAGE 4
Draft Bank Street Redevelopment Plan_for Adoption



BANK STREET REDEVELOPMENT PLAN

Environmental Constraints

LOCATION:
Borough of Hightstown, Mercer County, New Jersey

DATE:
February 2020

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 5

Draft Bank Street Redevelopment Plan for Adoption

Clarke Caton Hintz

Architecture

Planning

Landscape Architecture

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

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

JULY 20, 2020 | PAGE 8

Draft Bank Street Redevelopment Plan_for Adoption



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

JULY 20, 2020 | PAGE 9

Draft Bank Street Redevelopment Plan for Adoption

LAND USES IN THE BANK STREET REDEVELOPMENT AREA

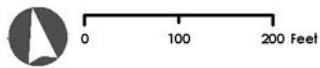
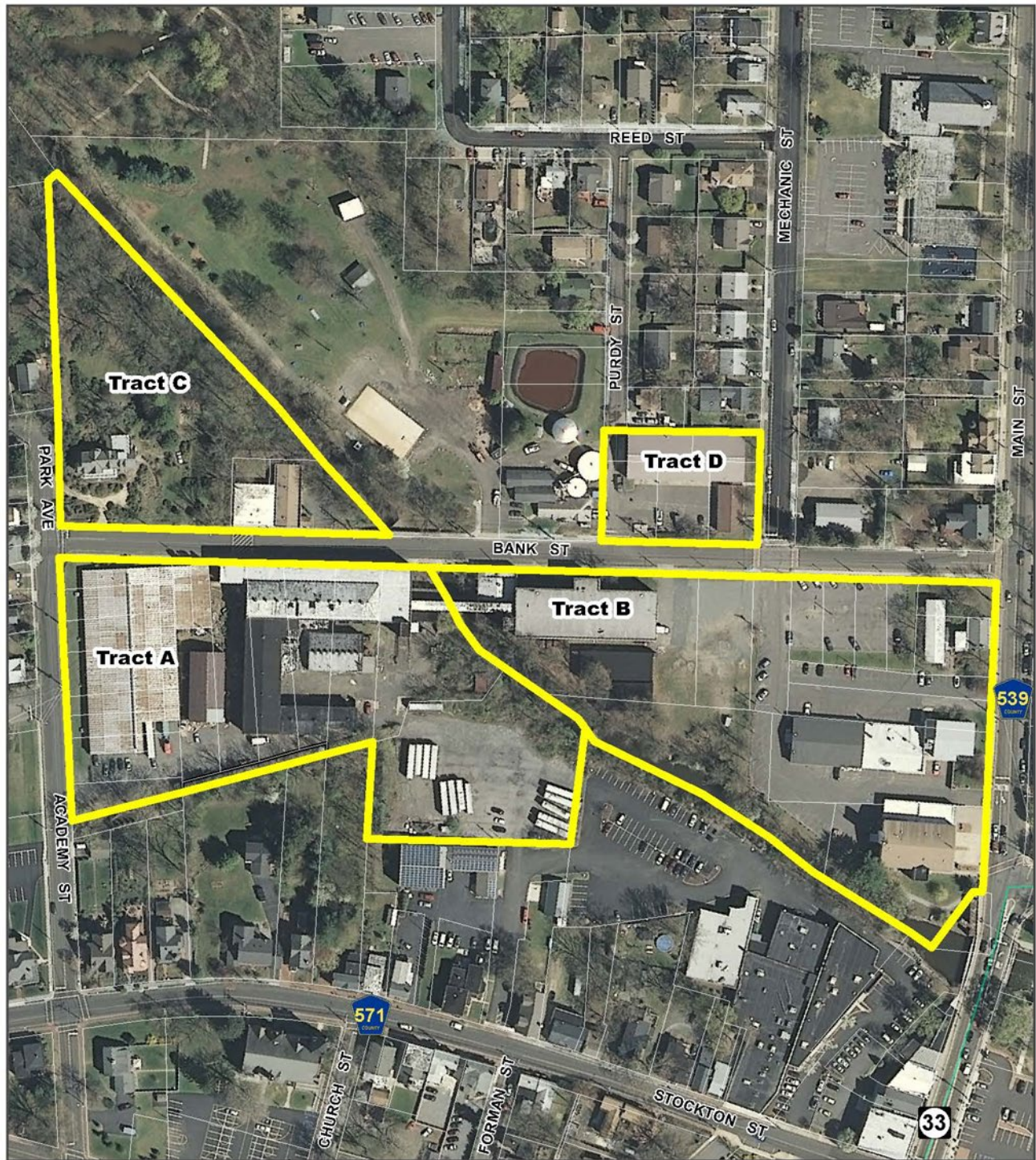
The proposed land use in the redevelopment area is primarily residential, including multifamily dwellings in the two historic mill buildings, townhouses and mixed residential-commercial development. These are to be supplemented by surface and structured parking and recreational amenities. Leasing and 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

Bank Street Redevelopment Plan
 HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ
 JULY 20, 2020 | PAGE 11
 Draft Bank Street Redevelopment Plan_for Adoption

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.

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 12

Draft Bank Street Redevelopment Plan_for Adoption

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.

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 14

Draft Bank Street Redevelopment Plan_for Adoption

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.

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 16

Draft Bank Street Redevelopment Plan_for Adoption

- 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.

- 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.

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.

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 22

Draft Bank Street Redevelopment Plan_for Adoption

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

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 25

Draft Bank Street Redevelopment Plan for Adoption

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

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 29

Draft Bank Street Redevelopment Plan_for Adoption

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.

Bank Street Redevelopment Plan

HIGHTSTOWN BOROUGH, MERCER COUNTY, NJ

JULY 20, 2020 | PAGE 33

Draft Bank Street Redevelopment Plan_for Adoption

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

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;

- 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.

Meeting Minutes
Hightstown Borough Council
August 17, 2020
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:31 p.m. and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office." 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; George Lang, CFO; Carmela Roberts, Borough Engineer and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Bluth requested that Resolution 2020-165 be removed from the consent agenda and voted on separately. Councilmember Misiura requested that Budget 2020 be added to Old Business.

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

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

Agenda approved as amended 5-0.

APPROVAL OF MINUTES

July 6, 2020 – Public Session

Moved by Councilmember Jackson; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura and Musing

Minutes approved 5-0.

July 20, 2020 – Public Session

Moved by Council President Musing; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura and Musing

Minutes approved 5-0.

July 20, 2020 – Executive Session

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Bluth, Cicalese, Jackson, Misiura and Musing

Minutes approved 5-0.

PRESENTATIONS

Habitat for Humanities Project Update

Lori Leonard and Lona Pangia from Habitat for Humanities, gave an update on the project on Academy Street. They recently approved 2 families for the units and they have started their sweat equity hours. They will start their financial training classes. They hope to have the families in the homes by January. They hope to start the new project on Academy in the Spring.

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.

ORDINANCES

Ordinance 2020-09 Public Hearing and Final Reading An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

Mayor Quattrone opened the public hearing and the following individuals spoke:

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

Moved for adoption by Councilmember Bluth; Seconded by Councilmember Misiura.

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

Ordinance adopted 5-0.

Ordinance 2020-09

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

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND
TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, *N.J.S. 40A: 4-45.1 et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, *N.J.S.A. 40A: 4-45.15a* provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer find that it may be advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 1.0% increase in the budget for said year, amounting to \$57,678.58 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and *N.J.S.A. 40A: 4-45.14*, be increased by 3.5%, amounting to \$201,875.03, and that the CY 2020 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, be filed with said Director within 5 days after such adoption.

RESOLUTIONS

Resolution 2020-159 Authorizing Payment of Bills

Moved by Councilmember Cicalese; Seconded by Councilmember Jackson.

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

Resolution adopted 5-0.

Resolution 2020-159

*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 \$282,431.72 from the following accounts:

Current		\$35,161.97
W/S Operating		241,245.28
General Capital		1,190.75
Water/Sewer Capital		0.00
Grant		0.00
Trust		4,829.52
Housing Trust		0.00
Animal Control		4.20
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u><u>\$282,431.72</u></u>

Resolution 2020-160 Amending Resolution 2020-157, Relating to the Stockton Street Water Main Replacement Project

Moved by Councilmember Misiura; Seconded by Council President Musing.

Borough Attorney, Fred Raffetto, explained that this resolution rescinds a portion of resolution 2020-157 that Council adopted at its August 3rd meeting. This only rescinds the payment portion, not the change order.

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

Resolution adopted 5-0.

Resolution 2020-160

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

AMENDING RESOLUTION 2020-157, RELATING TO THE STOCKTON STREET WATER MAIN REPLACEMENT PROJECT.

WHEREAS, on August 3, 2020, the Hightstown Borough Council adopted Resolution 2020-157, which authorized payment #6 and change order #2 relating to the Stockton Street Water Main Replacement Project, which project is being undertaken by Reivax Contracting Corp. of Newark, New Jersey (the “Contractor”); and

WHEREAS, the Borough Attorney and Borough Engineer have recommended that Resolution 2020-157 be amended in order to remove and rescind the approval of payment #6 in the amount of \$40,951.16, due to continued issues that the Borough is encountering with the Contractor with regard to completion of outstanding punch-list items; and

WHEREAS, notwithstanding the same, the Borough Attorney and Borough Engineer have recommended that the approval of change order #2 remain intact and undisturbed.

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

1. That Resolution 2020-157, as adopted on August 3, 2020, is hereby amended in order to remove/rescind the approval of payment #6 to the Contractor in the amount of \$40,951.16.
2. That the remainder of Resolution 2020-157, specifically relating to the approval of change order #2, shall remain intact and undisturbed.
3. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Debra L. Sopronyi, Borough Administrator/Borough Clerk;
 - b. Carmela Roberts, P.E., Borough Engineer; and
 - c. Frederick C. Raffetto, Esq., Borough Attorney.

Resolution 2020-161 Authorizing Payment to Richard Grubb and Associates (RGA) for Intensive-Level Historic Architectural Survey for Municipal Facilities Located at 230 Mercer Street

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

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

Resolution adopted 5-0.

Resolution 2020-161

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

AUTHORIZING PAYMENT TO RICHARD GRUBB AND ASSOCIATES (RGA) FOR INTENSIVE-LEVEL HISTORIC ARCHITECTURAL SURVEY FOR MUNICIPAL

FACILITIES LOCATED AT 230 MERCER STREET

WHEREAS, on June 15, 2020, the Borough Council awarded a contract for an Intensive-Level Historic Architectural Survey associated with the Municipal Facilities located at 230 Mercer Street to Richard Grubb and Associates (RGA) of Cranbury, New Jersey at a cost not exceed \$9,688.00; and

WHEREAS, the architect has submitted payment request #2 for services through July 31, 2020, in the total amount of \$6,363.00; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that payment request #2 to Richard Grubb and Associates (RGA) in Cranbury, New Jersey in the amount of \$6,363.00, is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2020-165 Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2020 Budget

Moved by Councilmember Bluth; Seconded by Councilmember Misiura.

Councilmember Bluth stated that she has reached her limit on approving a Temporary Emergency Budget without seeing the 2020 Budget from the CFO. Discussion ensued. Council asked what the consequences would be if this was not adopted tonight. George Lang, explained the temporary budget and how this is needed to keep up with operating expenses. Council stated that they feel that they are operating in the dark. Informed Mr. Lang that we need a budget this week. They are not comfortable with adopting a temporary emergency any longer.

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

Resolution adopted 5-0.

Resolution 2020-165
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	164,000.00	2,071,726.00	2,235,726.00

Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	50,000.00	1,119,015.00	1,169,015.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	214,000.00	3,190,741.00	3,404,741.00

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.

Borough of Hightstown
Emergency Temporary
8/17/2020

Current Fund

Office Supplies/Paper Products	
Other Expenses	2,000.00
Data Processing	
Other Expenses	3,000.00
Tax Assessor	
Salaries and Wages	1,500.00
Municipal Court	
Salaries and Wages	3,000.00
Police Department	
Salaries and Wages	80,000.00
Sanitation/Solid Waste	
Salaries and Wages	6,000.00
Parks and Recreation	
Salaries and Wages	3,000.00
Buildings and Grounds	
Salaries and Wages	4,000.00
Other Expenses	10,000.00
Recycling	
Other Expenses	15,000.00
Construction Code	
Salaries and Wages	5,000.00
Housing Code Enforcement	
Salaries and Wages	4,000.00
Telephone	4,000.00
Electricity	
Gasoline	5,000.00
Social Security	7,000.00

Recycling Tax	1,500.00
Robbinsville Vehicle Maintenance	4,000.00
Roosevelt Shared Service	<u>6,000.00</u>
	<u>164,000.00</u>

Water-Sewer Utility Fund

Other Expense	50,000.00
	<u>50,000.00</u>
Total Water-Sewer Utility	<u>214,000.00</u>

CONSENT AGENDA

Councilmember Cicalese moved Resolutions 2020-162; 2020-163 and 2020-164 as a Consent Agenda; Councilmember Bluth seconded.

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

Resolution adopted 5-0.

Resolution 2020-162

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

AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE #1104-44-002-011 – HIGHTSTOWN LIQUORS & WINES, LLC

WHEREAS, Hightstown Liquors & Wines, LLC has made application to the Borough for renewal of their Plenary Retail Distribution License #1104-44-002-011, together with the required fees; and

WHEREAS, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Hightstown Liquors & Wines, LLC, is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to renewal of said license; and

WHEREAS, the Police Chief has been consulted and has no objections to renewal of this license.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Hightstown Liquors & Wines, LLC, doing business as Hightstown Liquor at 107 Stockton Street:

**2020-2021 Plenary Retail Distribution License
License #1104-44-002-011**

Fee: \$2,500.00

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded to the Division of

Alcoholic Beverage Control.

Resolution 2020-163

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

**AUTHORIZING RENEWAL OF ALCOHOLIC BEVERAGE LICENSE #1104-33-003-009
PALUMBO RESTAURANTS, T/A TAVERN ON THE LAKE**

WHEREAS, Palumbo Restaurants, Inc. has made application to the Borough for renewal of their Plenary Retail Consumption License #1104-33-003-009, together with the required fees; and

WHEREAS, the State of New Jersey Division of Taxation has certified, by issuance of an ABC Retail Licensee Clearance Certificate, that Palumbo Restaurants Inc. is in compliance with Chapter 161, Laws of New Jersey 1995, and that they have no objections to the renewal of this license; and

WHEREAS, the Police Department has been consulted and has no objections to renewal of this license;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Municipal Clerk is hereby authorized to issue the following Alcoholic Beverage License to Palumbo Restaurants, Inc., doing business as Tavern on the Lake at 101-103 Main Street:

**2020-2021 Plenary Retail Consumption License
License #1104-33-003-009
Fee: \$2,500.00**

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Division of Alcoholic Beverage Control.

Resolution 2020-164

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

**AUTHORIZING RELEASE OF PERFORMANCE GUARANTEE AND RELEASE OF
AMOUNTS REMAINING IN ESCROW – UMBERTO PIRONE – 111 ORCHARD AVENUE**

WHEREAS, in December of 2018, Umberto Pirone deposited performance guarantee funds with the Borough of Hightstown in the amount of \$12,930.00, along with escrow monies relative to work at 11 Orchard Avenue, Block 63, Lot 24; and

WHEREAS Mr. Pirone has requested the release of said performance guarantee funds and escrow; and

WHEREAS, The Borough has inspected all improvements related to the above site and found all improvements to be completed satisfactorily; and

WHEREAS, The Borough has determined that a maintenance bond is not required for this project; and

WHEREAS, The Planning Board Secretary has confirmed that there are no outstanding invoices due to professionals for this project.

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

1. Hightstown Borough Finance is authorized and directed to release the performance guarantee funds on deposit with the Borough to Umberto Pirone for the project at 11 Orchard Avenue, Block 63, Lot 24.
2. Hightstown Borough Finance is authorized and directed to release to Umberto Pirone all of the amounts remaining in the escrow accounts for this project.
3. A certified copy of this Resolution shall be provided to the following:
 - a. Umberto Pirone
 - b. Mickie O'Connor, Hightstown Borough Finance
 - c. Sandy S. Belan, Planning Board Secretary
 - d. Carmela Roberts, Borough Engineer
 - f. Jolanta Maziarz, Planning Board Attorney

OLD BUSINESS

Budget 2020

Councilmember Misiura expressed his disappointment that there was no draft budget as promised and no explanation. He is frustrated with the process. After further discussion, Council agreed to have a budget workshop meeting Tuesday, August 25th at 6:30 p.m. Mr. Lang is to have the draft budget to Council for review by this weekend.

NEW BUSINESS

Halloween Alternatives

Mayor Quattrone and Chief Gendron previously discussed sending letters to residents asking them not to decorate their homes this year. Stephanie Spann, Parks and Recreation Commission, suggested a wave parade and candy donation drop off. Mayor Quattrone stated that this will still bring crowds to Stockton Street. We need to send the letter to residents and be proactive. Discussion ensued. Council feels that we cannot tell people not to decorate their homes and there cannot be a penalty if they do. It was suggested that a letter be sent advising residents that Stockton Street will not be closed on Halloween. The Police will not be handing out glow sticks. Council will recommend not handing out treats and suggest that homes not be decorated. There will be a draft letter at the September 8th meeting for Council to approve before it is sent.

Revisions to Police Special Duty Ordinance

Chief Gendron joined the meeting at this time. Police Chief Gendron explained that last year we started using an outside company (Extra Duty Solutions) to schedule special duty coverage. Vendors contract directly with Extra Duty Solutions when police coverage is needed. Borough Administrator/Clerk, Debra Sopronyi, explained additional changes to the ordinances. Borough Attorney, Fred Raffetto, suggested that since there are so many changes to this ordinance, a clean copy be presented to Council for introduction. Council President Musing agreed and asked for that the ordinance be accompanied with a memo explaining the major changes.

Noise Ordinance

Borough Administrator/Clerk, Debra Sopronyi, explained that this ordinance came from Administration and the Police Department. This would deal with unreasonable and unnecessary noise. Chief Gendron asked for something that was more enforceable. Discussion ensued. Ms. Sopronyi explained that the text pertaining to

animals would be covered in the animal ordinance which is forthcoming. Council stated that they would like to have leaf blowers included in descriptions. Council stated that they would like to add that snow blowers should be considered an emergency and exempt. They would also like to see language regarding snow removal following a storm.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Cicalese

Complete Streets will be meeting next week.

Councilmember Bluth

Cultural Arts Commission will be meeting next week. The Environmental Commission will be meeting next week.

Borough Administrator/Clerk, Debra Sopronyi

Updated Council on the Board of Education reopening plan.

Deputy Clerk, Peggy Riggio

Informed Council that Jordan Adler had withdrawn his name from the General Election ballot. His letter has been submitted to the County Clerk. The Democratic Committee has until August 31st to submit a name to fill the vacancy on the ballot. The Governor has signed an Executive Order making the November 3rd General Election primarily vote by mail. All registered voters will receive a vote by mail ballot. The 2020 Census workers will be going door to door for households who have not returned their census.

Mayor Quattrone

Stated that he is happy with the mural. Glad to see the Lincoln Avenue project is moving along. Things in town seem to be running well.

EXECUTIVE SESSION

Resolution 2020-166 Authorizing a Meeting that Excludes the Public

Moved by Council President Musing; Seconded by Councilmember Jackson.

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

Resolution adopted 5-0.

Resolution 2020-166

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

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on August 17, 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:

Attorney Client Privilege

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public November 17, 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.

8:30 p.m. Council adjourned into executive session.

9:11 p.m. Council reconvened into public session

ADJOURNMENT

9:12 p.m. moved by Councilmember Misiura; Seconded by Councilmember Bluth. All ayes

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk



August 20, 2020

Mayor and Council
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: NJDOT Transportation Alternatives Set-Aside Program
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1610

Dear Mayor and Council:

Enclosed with this letter, please find the following:

1. Grant Solicitation Letter from NJDOT dated July 31, 2020

The New Jersey Department of Transportation has announced that it will be accepting applications for the Transportation Alternatives Set-Aside (TA Set-Aside) grant program. Applications must be submitted on or before November 24, 2020 through the NJDOT SAGE website.

The TA Set-Aside program provides federal funds for community based “non-traditional” surface transportation projects designed to strengthen the cultural, aesthetic, and environmental aspects. Examples of awarded projects are bikeways, streetscapes, pedestrian bridges, etc. Eligible projects must fall into one of the following categories:

1. Design and construction of on-road and off-road trail facilities for nonmotorized forms of transportation.
2. Conversion and use of abandoned railroad corridors for nonmotorized forms of transportation.
3. Construction of scenic turnouts, overlooks, and viewing areas.
4. Historic preservation and rehabilitation of historic transportation facilities such as buildings, structures, and canals.
5. Community improvement activities such as streetscaping and corridor landscaping.
6. Environmental mitigation to address stormwater management, control, and water pollution prevention related to highway construction or runoff.
7. Reduce vehicle-caused wildlife mortality.

In the past, the Borough was awarded funding through this program for the construction of the Peddie Lake Dam Pedestrian Bridge. Please note that based on prior experience with this grant there will typically be a number of years between grant award and advertisement of the construction contract. The NJDOT has strict requirements during the design phase that must be met prior to advertisement for construction. In addition, should the Borough be awarded funding through this program, multiple engineering firms will be required as the program does not allow the design engineer to conduct the construction administration and inspection.

The following is a list of possible project scopes based on past reviews with Borough representatives:

1. Streetscape Improvements at Mercer Street, West Ward Street and Summit Street

This would be a continuation of the existing streetscape and will extend the improvements to the entire length of West Ward Street and on Mercer Street to the intersection with Summit Street.

This application would also include new sidewalks on Summit Street between the Greenway entrance and Mercer Street. This section of Summit Street is currently the only portion that does not have sidewalks. These improvements may require sanitary sewer improvements at the intersection with Mercer Street in order to eliminate an existing privately-owned septic system which may be in conflict with a proposed sidewalk. Right-Of-Way takings and retaining walls may also be needed.

2. Franklin Street Sidewalk Improvements

This application would be for curb and sidewalk improvements on Franklin Street between the intersections with Broad Street and Maxwell Avenue. Improvements would include new sidewalks where none exist and new crosswalks at Maxwell Avenue.

This office is prepared to move forward with preparation of an application. Our fee to prepare and submit the application will be at approximately \$6,000.00. Our final 'not to exceed' fee will be determined once the final scope of work is determined by the Borough.

I request you review and provide direction for an application at your next available Council meeting.

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

Very truly yours,



Carmela Roberts, P.E., C.M.E.
Borough Engineer

cc: Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
Kenneth Lewis, Superintendent of Public Works
Complete Streets Committee
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



State of New Jersey

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

PHILIP D. MURPHY
Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

SHEILA Y. OLIVER
Lt. Governor

July 31, 2020

Re: Transportation Alternatives Set-Aside Program
Request for Applications

Dear Prospective Applicant:

On behalf of Governor Phil Murphy, I am pleased to announce that applications are now being accepted for the 2020 Transportation Alternatives Set-Aside Program (TA Set-Aside). This solicitation is administered by the New Jersey Department of Transportation (NJDOT), in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Delaware Valley Regional Planning Commission (DVRPC), and the South Jersey Transportation Planning Organization (SJTPO).

TA Set-Aside provides federal funds for community based "non-traditional" surface transportation related projects designed to strengthen the cultural, aesthetic, and environmental aspects of the nation's surface transportation intermodal system. The TA Set-Aside program was established by Congress in 2012 under MAP-21 and FAST Act in 2015, and is funded through a set-aside of the Federal-aid Highway Program. Eligible activities include most activities historically funded as "Transportation Enhancements".

For this solicitation, eligible projects must fall into one the following 7 categories:

- Design and construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, and other nonmotorized transportation users
- Construction of scenic turnouts, overlooks, and viewing areas
- Historic preservation and rehabilitation of historic transportation facilities both land and water such as buildings, structures and canals

"IMPROVING LIVES BY IMPROVING TRANSPORTATION"

New Jersey Is An Equal Opportunity Employer • Printed on Recycled and Recyclable Paper

- Community improvement activities, specifically: Streetscaping and corridor landscaping
- Environmental mitigation to address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff
- Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats

In addition to the traditional grant criteria, for this solicitation, consideration will be given to applications that provide additional benefits to vulnerable members of our communities, including low-income residents, minorities, those with limited English proficiency, persons with disabilities, children and older adults. Census data for these categories will be used to determine if a project meets the equity criteria. Information regarding equity will be available through NJDOT's Local Aid Resource Center web site at:

<https://www.njdotlocalaidrc.com/equity>

Information about scheduling a one on one pre-submission meeting will be forthcoming on the website as well as dates for informational webinars about the Transportation Alternatives Set-Aside Program.

You are invited to submit an application for a well-developed, construction-ready project that can qualify as a TA Set Aside project. The online TA Set-Aside handbook provides the necessary information for completing your application and also answers questions regarding eligibility and program requirements. This information can be found at:

<https://www.njdotlocalaidrc.com/federally-funded-programs/transportation-alternatives>

The eligible entities to receive TA Set-Aside funds are: local governments (municipalities and counties); regional transportation authorities; transit agencies; natural resource or public land agencies; tribal governments; any other local or regional governmental entity with responsibility for oversight of transportation (other than a metropolitan planning organization or a State agency).

Nonprofit organizations are not eligible as direct grant sub-recipients for TA Set-Aside funds unless they qualify through one of the eligible entity categories (e.g., where a nonprofit organization is a designated transit agency, school, or an entity responsible for the administration of local transportation safety programs). Nonprofit entities are eligible to partner with any eligible entity on an eligible project, if State or local requirements permit. The NJDOT has final authority to make a determination on the eligibility of an applicant.

As with all federally funded programs, the funds will be disbursed on a reimbursement basis. In addition, the award of TA Set Aside grants will be contingent upon the recipient's ability to comply with all applicable federal financial management, project implementation, and oversight regulations. Before applying, applicants should assess their capability to comply with state and federal

requirements for the administration of federal-aid highway grants set forth in Title 23 – Highways, and OMB requirements related to administrative rules (2 CFR Part 200) and cost principals (2 CFR Part 1201) requirements.

Please note that all public right-of-way and facilities are required to be accessible for all users regardless of funding source. Recipients of federal and state grants will be required to comply with the provisions of Title II of the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973.

The NJDOT offers a program, the TA Set-Aside Design Assistance Program, which is meant to provide consultant engineering services to assist Local Public Agencies (LPAs) with the development of plans, specifications, and estimates for their TA Set-Aside project at no cost to the LPA. Recipients of the 2020 TA Set-Aside grant solicitation will be eligible to participate in the program. The program was developed by NJDOT as part of the Federal Highway Administration's Every Day Counts (EDC) initiative and is intended to shorten time, reduce costs, and improve quality in the delivery of TA Set-Aside projects.

Applications for the Transportation Alternatives Set-Aside Program are due on or before November 24, 2020 and must be submitted online through NJDOT SAGE at:

<https://njsage.intelligrants.com/>

I recommend that you consult your Local Aid District Office and your corresponding Metropolitan Planning Organization for assistance in preparing applications for this program. Contact information is included.

Thank you for your continued interest and support for this program, and best wishes for success with your project application.

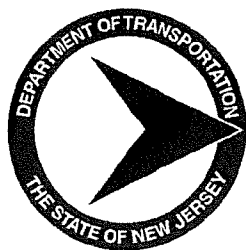
Sincerely,



Diane Gutierrez-Scaccetti
Commissioner

Enclosures

c Municipal Clerk
Municipal Engineer
County Engineer
County Clerk



Local Aid and Economic Development

Our District Offices

District 1, Mount Arlington

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
Phone: 973.810.9120
Fax: 973-601-0049
Manager: Adam Ivervolino

District 2, Newark

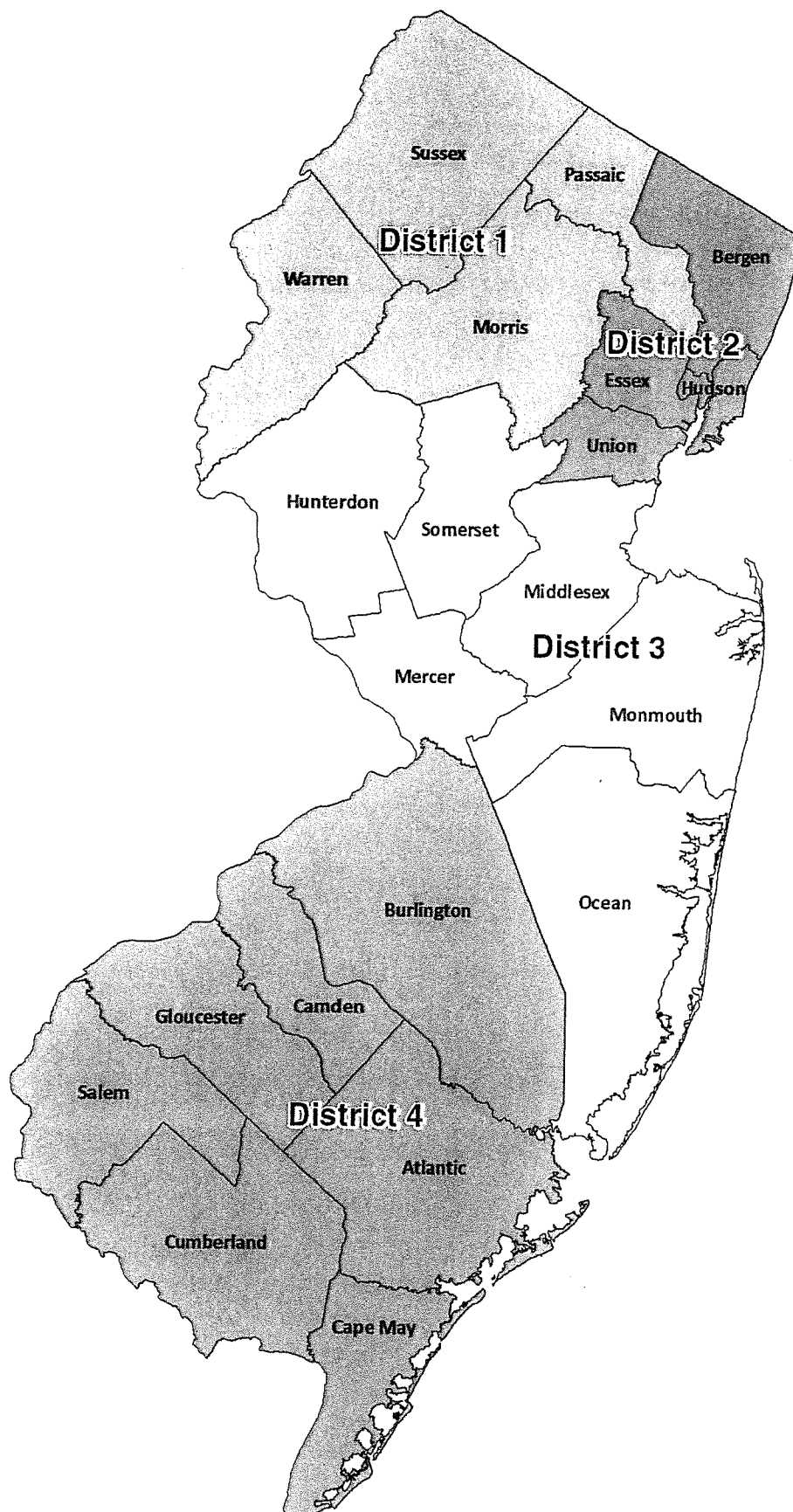
153 Halsey Street, 5th floor
Newark, NJ 07102
Phone: 973.877.1500
Fax: 973.648.4547
Manager: Eileen Schack

District 3, Trenton

1035 Parkway Avenue
Trenton, NJ 08625
Phone: 609.963.2020
Fax: 609.530.8044
Contact: Arun Kumar

District 4, Cherry Hill

One Executive Campus
Route 70 West, 3rd Floor
Cherry Hill, NJ 08002
Phone: 856.414.8414
Fax: 856.486.6771
Manager: Thomas Berryman





Your Technical Resource for Improving Local Project Delivery

**THE LOCAL AID
RESOURCE CENTER**
connects you to
information, tools,
and technical
experts ready to
help guide you
through the grant
application process,
assist with project
selection, and
provide overall
support for
successful project
delivery.

**FOR MORE
INFORMATION**

Call Information Line
(609) 649-9395

Please visit our website
www.njdotlocalaidrc.com

**FOLLOW US TO STAY
CONNECTED!**

@NJDOTLOCALAID

@NJDOTLARC

facebook.com/NJDOTLocalAid

NJDOT Local Aid Resource Center

NJDOT Local Aid Resource Center



Roberts

ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

September 1, 2020

Stan Werchinski, Project Manager
S&G Paving, Inc.
224C Forsgate Drive
Jamesburg, NJ 08831

Re: Improvements to Lincoln Avenue, Hagemount Avenue, and Rocky Brook Court
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1749

Dear Mr. Werchinski:

As you know, this office contacted you yesterday (8/31/2020) regarding curb forms that appeared to be incorrect on the south side of Lincoln Avenue between Hagemount Avenue and Hutchinson Street. It appeared that the forms were not set in the proper alignment. We directed your crew to have your surveyor on site to review and determine the cause of the apparent discrepancy.

We received notification from the field today that the S&G curb stakeout incorrectly showed the stake offset for the new curb line. As a result, the curb forms set by S&G on August 31, 2020 are to be removed and reinstalled in order to comply with the bid documents.

Moving forward, ensure that the curb stakeouts provided by your sub-consultant are clear and correct. This has lead to additional disturbance to the surrounding property owners, additional time for construction, and additional inspection fees by this office.

It is expected that you will assure that your surveyor has the capability to perform services as required so construction can be completed in accordance with the contract documents. This is not the first instance of work being rejected as a direct result of improper survey stake out. You are also to provide an updated schedule for the completion of all work on this contract. Proceed as quickly as possible to complete this work and cause as little additional upset to the neighborhood and surrounding area as possible.

Should you have questions, please do not hesitate to contact this office,

Very truly yours,

Carmela Roberts, P.E., C.M.E.
Borough Engineer

cc: Mayor and Council
Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
Fred Raffetto, Esq., Borough Attorney
Ken Lewis, Borough Superintendent of Public Works
Bill Searing, Borough Superintendent of AWWTP
Miguel Seixeiro, S&G Paving, Inc.
Nicole Markus, S&G Paving, Inc.
Cameron Corini, PE, CME, Roberts Engineering Group
Paul Weitz, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



Roberts
 ENGINEERING GROUP LLC
 Women Business Enterprise Certified

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

August 31, 2020

Stan Werchinski, Project Manager
 S&G Paving, Inc.
 224C Forsgate Drive
 Jamesburg, NJ 08831

Re: Improvements to Lincoln Avenue, Hagemount Avenue, and Rocky Brook Court
 Borough of Hightstown, Mercer County, New Jersey
 Our File No.: H1749

Dear Mr. Werchinski:

Please note that there have been a number of occasions where S&G crews were observed excavating beyond the approved limits of disturbance. In some cases, heavy equipment was set on private property in order to complete work within the public Right-Of-Way. Construction beyond the Right-Of-Way or limit of disturbance is not permitted unless shown in the bid documents or approval is provided by my office.

Please note that any restoration that may be required outside of the limits in bid documents is to be completed by S&G Paving at no cost to the Borough. S&G Paving shall restore any unapproved disturbed areas to a condition equal to or better than preconstruction condition.

Should you have questions, please do not hesitate to contact this office,

Very truly yours,

Carmela Roberts, P.E., C.M.E.
 Borough Engineer

cc: Mayor and Council
 Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
 Peggy Riggio, RMC, CMR, Deputy Borough Clerk
 Fred Raffetto, Esq., Borough Attorney
 Ken Lewis, Borough Superintendent of Public Works
 Bill Searing, Borough Superintendent of AWWTP
 Miguel Seixeiro, S&G Paving, Inc.
 Nicole Markus, S&G Paving, Inc.
 Cameron Corini, PE, CME, Roberts Engineering Group
 Paul Weitz, Roberts Engineering Group, LLC
 Kelly Pham, Roberts Engineering Group, LLC

Resolution 2020-168

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

**AUTHORIZING PAYMENT NO. 2 AND CHANGE ORDER NO. 2 – S & G PAVING
CONSTRUCTION (IMPROVEMENTS TO LINCOLN AVENUE, HAGEMOUNT
AVENUE AND ROCKY BROOK COURT)**

WHEREAS, on March 2, 2020, the Borough Council awarded a contract for Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court in Hightstown Borough to S & G Paving Construction, Inc. of Monroe, New Jersey at the price of \$764,028.15; and

WHEREAS, the contractor has submitted Change Order No. 2, in the amount of \$86,300.00 which represents water/sewer improvements, a reduction in price for storm sewer improvements and additional traffic control as requested by the Borough Police Department which increases the contract by 11.3% to a total contract amount of \$812,907.45; and

WHEREAS, the contractor has submitted payment No. 2, in the amount of \$170,003.99, partial payment through August 28, 2020; and

WHEREAS, the Borough Engineer has recommended approval of Change order No. 2; and

WHEREAS, the Borough Engineer has recommended approval of payment No. 2, in the amount of \$170,003.99; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown Change Order No. 2 and payment No. 2, in the amount of \$170,003.99 to S&G Paving Construction, Inc. of Monroe, New Jersey is hereby approved as detailed herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk



MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

FROM: Carmela Roberts, P.E., C.M.E. *CR*
Borough Engineer

DATE: September 3, 2020

RE: Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court
Payment No. 2
Our File No.: H1749

Attached please find the following in reference to Payment No. 2 which is a partial payment through August 28, 2020 for mobilization, site clearing, project video, traffic directors, traffic control, inlet filters, test pits, sanitary laterals, water services, curb valves and boxes, inlets, underdrain piping, storm piping, cleanouts, concrete curb and sidewalk, concrete driveway apron, detectable warning surfaces, asphalt driveway, police traffic directors, and water main piping:

1. Payment No. 2
2. Invoice No. 2
3. Change Order No. 2

Please note that the Contractor's invoice includes a number of items that have not been approved. These items are related to the sewer utilities, water utilities, and restoration items (bituminous driveways and lawn restoration). We will not recommend payment on these items as the work has not yet been completed.

Change Order No. 2 increases the contract by \$86,300.00 (11.3%) and includes a number of items related to water/sewer improvements, a reduction in price for storm sewer improvements, and additional traffic control as requested by the Borough Police Department.

The Change Order includes additional items for water and sewer services (Items 21, 22, 26, 27) as discussed in my letter to you dated July 30, 2020. If you recall, galvanized services and additional orangeburg sanitary laterals were encountered during construction. These items must be added to the contract because they were not anticipated during review of Borough records. We have also renegotiated these pay items to obtain lower unit prices which can be seen in the credits shown for Supplemental Items S-3 and S-4. This work is in the amount of \$67,950.00. The Borough has previously approved this work in the amount of \$68,000.00.

Supplemental Item S-6 is for 8" HDPE Pipe which we added to the contract in order to reduce pricing for the Borough. This pipe replaces the 8" Ductile Iron Pipe shown under the 'Reduction' section of Change Order NO. 2 and reduces the contract by approximately \$2,000.00.

Supplemental Item S-5 is for Uniformed Traffic Directors in the amount of \$20,000.00. The bid documents include traffic control related items in accordance with Federal and State standards. However, during construction, the Borough Police Chief required that Uniform Traffic Directors be utilized on site when the roadways were closed to traffic. The Police have been on site a number of times and have billed \$14,334.30. The Change Order includes \$20,000 for Uniform Traffic Directors as we anticipate the Police to be on site as the contract moves forward. However, this could increase depending on the Police Chief's requirements.

I recommend payment be made to S & G Paving Construction, Inc. in the amount of \$170,003.99 subject to the receipt of certified payrolls.

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

cc: Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Borough Deputy Borough Clerk
George Lang, Borough CFO
Stan Werchinski, S&G Paving Construction, Inc.
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



PAYMENT No. 2
IMPROVEMENTS TO LINCOLN AVENUE, HAGEMONT AVENUE, AND ROCKY BROOK COURT
Borough of Hightstown, Mercer County, New Jersey
September 3, 2020
File No.: H1749

Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	1.00	LS	0.50	0.50	\$2,500.00	\$1,250.00
2	Clearing Site	1.00	LS	0.50	0.50	\$7,500.00	\$3,750.00
3	Project Video	1.00	LS	1.00	1.00	\$500.00	\$500.00
4	Traffic Director, Flagger	80.00	HOURL	80.00	80.00	\$25.00	\$2,000.00
5	Traffic Cones	25.00	UNIT	25.00	25.00	\$0.01	\$0.25
6	Drums	10.00	UNIT	10.00	10.00	\$0.01	\$0.10
7	Breakway Barricade	7.00	UNIT	7.00	7.00	\$0.01	\$0.07
8	Construction Sign 'B' (60"x30")	3.00	UNIT	2.00	2.00	\$0.01	\$0.02
9	Construction Sign 'C' (72"x60")	2.00	UNIT	2.00	2.00	\$950.00	\$1,900.00
10	Construction Sign 'D' (36"x12")	1.00	UNIT	0.00	0.00	\$450.00	\$0.00
11	Inlet Filter, Type 2	20.00	UNIT	9.00	9.00	\$50.00	\$450.00
12	Silt Fence	300.00	LF	0.00	0.00	\$1.00	\$0.00
13	Excavation, Test Pit	30.00	CY	4.04	4.04	\$25.00	\$101.00
14	Tree & Stump Removal - 6" and Less	1.00	UNIT	1.00	0.00	\$500.00	\$500.00
15	Tree & Stump Removal - 7"-12"	1.00	UNIT	1.00	0.00	\$750.00	\$750.00
16	Tree & Stump Removal - 13"-18"	1.00	UNIT	1.00	0.00	\$1,000.00	\$1,000.00
17	Tree & Stump Removal - 19"-24"	1.00	UNIT	1.00	0.00	\$1,500.00	\$1,500.00
18	Tree & Stump Removal - 25"-30"	2.00	UNIT	2.00	0.00	\$2,000.00	\$4,000.00
19	Tree & Stump Removal - 31"-36"	1.00	UNIT	1.00	0.00	\$2,500.00	\$2,500.00
20	Tree & Stump Removal - 37"-42"	2.00	UNIT	3.00	0.00	\$3,000.00	\$9,000.00
21	6" PVC Sanitary Lateral	466.00	LF	4.00	4.00	\$50.00	\$200.00
22	PVC Cleanout, Sanitary	20.00	UNIT	0.00	0.00	\$500.00	\$0.00
23	Sanitary Manhole Frame and Cover	13.00	UNIT	0.00	0.00	\$750.00	\$0.00
24	6" Insertion Valve	2.00	UNIT	0.00	0.00	\$900.00	\$0.00
25	Fire Hydrant Assembly, Complete	2.00	UNIT	0.00	0.00	\$4,500.00	\$0.00
26	1" Type 'K' Copper Water Service	30.00	LF	139.00	139.00	\$90.00	\$12,510.00
27	Curb Valve and Box	1.00	UNIT	17.00	17.00	\$1,250.00	\$21,250.00
28	Type 'A' Inlet with Frame and Bicycle Safe Gate	1.00	UNIT	1.00	1.00	\$2,250.00	\$2,250.00
29	Type 'B' Inlet with Frame, Bicycle Safe Gate, and 6" Type 'N' Eco Curb Piece	2.00	UNIT	0.00	0.00	\$2,500.00	\$0.00
30	Doghouse Type 'E' Inlet with Frame and Bicycle Safe Gate	1.00	UNIT	1.00	1.00	\$2,850.00	\$2,850.00
31	4" Dia. Storm Doghouse Manhole with Frame and Cover	1.00	UNIT	0.00	0.00	\$2,850.00	\$0.00
32	Modified Type 'A' Inlet with Frame and Cover	1.00	UNIT	1.00	1.00	\$2,400.00	\$2,400.00
33	Modified Type 'B' Inlet with Frame, Bicycle Safe Gate, and 4" Type 'N' Eco Curb Piece	1.00	UNIT	2.00	2.00	\$2,850.00	\$5,700.00
34	Modified Type 'B' Inlet with Frame, Bicycle Safe Gate, and 6" Type 'N' Eco Curb Piece	3.00	UNIT	1.00	1.00	\$2,850.00	\$2,850.00
35	Modified Type 'E' Inlet with Frame and Bicycle Safe Gate	1.00	UNIT	1.00	1.00	\$3,000.00	\$3,000.00
36	Remove and Replace Type 'B' Inlet Frame and Gate with Frame, Bicycle Safe Gate and 6" Type 'N' Eco Curb Piece	1.00	UNIT	0.00	0.00	\$950.00	\$0.00
37	Remove and Replace Type 'B' Inlet Frame and Gate with Frame, Bicycle Safe Gate and 8" Type 'N' Eco Curb Piece	4.00	UNIT	0.00	0.00	\$950.00	\$0.00
38	Lawn Inlet	6.00	UNIT	2.00	2.00	\$1,250.00	\$2,500.00
39	Remove and Replace Storm Manhole Frame and Cover	1.00	UNIT	0.00	0.00	\$750.00	\$0.00
40	Connect to Existing Manhole	1.00	UNIT	0.00	0.00	\$650.00	\$0.00
41	12" Reinforced Concrete Pipe	150.00	LF	0.00	0.00	\$55.00	\$0.00
42	8" Ductile Iron Pipe	424.00	LF	0.00	0.00	\$75.00	\$0.00
43	6" Perforated HDPE Underdrain	1086.00	LF	363.00	363.00	\$45.00	\$16,335.00
44	4" HDPE Storm Pipe	207.00	LF	243.00	243.00	\$42.00	\$10,206.00
45	PVC Cleanout, Storm	28.00	UNIT	14.00	14.00	\$650.00	\$9,100.00
46	6"x8"x18" Concrete Vertical Curb	4440.00	LF	753.00	753.00	\$22.00	\$16,566.00
47	Concrete Sidewalk, 4" Thick	809.00	SY	292.00	292.00	\$85.00	\$24,820.00
48	Reinforced Concrete Sidewalk, 6" Thick	325.00	SY	71.00	71.00	\$99.00	\$7,029.00
49	Detectable Warning Surface	6.00	SY	2.00	2.00	\$450.00	\$900.00



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

Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
50	Bituminous Driveway Repair	203.00	SY	45.28	45.28	\$24.00	\$1,086.72
51	Stone Driveway Repair	21.00	SY	0.00	0.00	\$15.00	\$0.00
52	HMA Milling, 3" Or Less	8975.00	SY	0.00	0.00	\$3.25	\$0.00
53	Excavation Unclassified, 12" Depth	1500.00	SY	0.00	0.00	\$18.00	\$0.00
54	Compacted Dense Graded Aggregate, 6" Thick	1500.00	SY	0.00	0.00	\$9.00	\$0.00
55	HMA Pavement Repair	755.00	SY	0.00	0.00	\$32.00	\$0.00
56	Tack Coat	1050.00	GAL	0.00	0.00	\$5.00	\$0.00
57	HMA 19M64 Base Course, 4" Thick	405.00	TON	0.00	0.00	\$99.00	\$0.00
58	HMA 9.5M64 Leveling Course, Variable Thickness	180.00	TON	0.00	0.00	\$1.00	\$0.00
59	HMA 9.5M64 Surface Course, 2" Thick	1337.00	TON	0.00	0.00	\$92.50	\$0.00
60	1 1/2" Clean Stone, If & Where Directed	50.00	CY	0.00	0.00	\$35.00	\$0.00
61	Select Fill, If & Where Directed	50.00	CY	0.00	0.00	\$45.00	\$0.00
62	Traffic Markings, 24" Wide White	165.00	LF	0.00	0.00	\$8.65	\$0.00
63	Traffic Markings, 12" Wide White	210.00	LF	0.00	0.00	\$4.30	\$0.00
64	Traffic Markings, 8" Wide White	268.00	LF	0.00	0.00	\$2.90	\$0.00
65	Traffic Stripe, 4" Wide Yellow	240.00	LF	0.00	0.00	\$1.45	\$0.00
66	R1-1 Regulatory Sign 'Stop' (30"x30")	3.00	UNIT	0.00	0.00	\$450.00	\$0.00
67	W14-1 Warmomg Sign 'Dead End' (30"x30")	1.00	UNIT	0.00	0.00	\$450.00	\$0.00
68	Street Sign	4.00	UNIT	0.00	0.00	\$350.00	\$0.00
69	Tree Planting, 2" Cal.	16.00	UNIT	0.00	0.00	\$650.00	\$0.00
70	Topsoiling, 5" Thick	1475.00	SY	0.00	0.00	\$6.00	\$0.00
71	Fertilizing and Seeding, Type A-3	1475.00	SY	0.00	0.00	\$3.00	\$0.00
72	Fuel Price Adjustment	5000.00	DOLLAR	0.00	0.00	\$1.00	\$0.00
73	Asphalt Price Adjustment	5000.00	DOLLAR	0.00	0.00	\$1.00	\$0.00
S-1	Association Park Asphalt Sidewalks	1.00	LS	0.00	0.00	\$13,000.00	\$0.00
S-2	Raise Manhole	1.00	UNIT	0.00	0.00	\$1,100.00	\$0.00
S-3	Credit: 1" Type 'K' Copper Water Service	200.00	LF	139.00	139.00	(\$10.00)	(\$1,390.00)
S-4	Credit: Curb Valve and Box	33.00	UNIT	17.00	17.00	(\$100.00)	(\$1,700.00)
S-5	Uniformed Traffic Directors	1.00	LS	0.72	0.72	\$20,000.00	\$14,334.30
S-6	8" HDPE Pipe	165.00	LF	165.00	165.00	\$65.00	\$10,725.00
TOTAL WORK COMPLETED							\$192,723.46
LESS: RETAINAGE 2%							\$3,854.47
SUBTOTAL							\$188,868.99
LESS: PREVIOUS PAYMENTS							\$18,865.00
TOTAL AMOUNT DUE							\$170,003.99
AMOUNT OF ORIGINAL CONTRACT							\$764,028.15
AMOUNT OF ORIGINAL CONTRACT ADJUSTED BY CHANGE ORDER NOS. 1 & 2 (13.53%)							\$812,907.45

**¹ Improvements to Lincoln Avenue, Hagemount Avenue, and Rocky Brook Court
Borough of Hightstown, Mercer County
CHANGE ORDER No. 2**

Project	Improvements to Lincoln Avenue, Hagemount Avenue, and Rocky Brook Court
Municipality	Borough of Hightstown
County	Mercer County
Contractor	S&G Paving Construction, Inc.

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

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

Extra utility related items due to unforeseen existing conditions. Water and sewer services found to be poor material during excavation and did not match Borough records.

Additional traffic control as requested by Police Dept. during construction.

Supplemental items have been added. Two are credits to base bid items that have been renegotiated.

Item S-5 is for Uniformed Traffic Directors as requested by Police Chief during construction.

EXTRA

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>		<u>Unit Price</u>	<u>Amount</u>
21	6" PVC Sanitary Lateral	150.00	LF	\$50.00	\$7,500.00
22	PVC Cleanout, Sanitary	13.00	UNIT	\$500.00	\$6,500.00
26	1" Type 'K' Copper Water Service	200.00	LF	\$90.00	\$18,000.00
27	Curb Valve and Box	33.00	UNIT	\$1,250.00	\$41,250.00
					<u>\$73,250.00</u>

SUPPLEMENTAL

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>		<u>Unit Price</u>	<u>Amount</u>
S-3	Credit: 1" Type 'K' Copper Water Service	200.00	LF	(\$10.00)	(\$2,000.00)
S-4	Credit: Curb Valve and Box	33.00	UNIT	(\$100.00)	(\$3,300.00)
S-5	Uniformed Traffic Directors	1.00	LS	\$20,000.00	\$20,000.00
S-6	8" HDPE Pipe	165.00	LF	\$65.00	\$10,725.00
					<u>\$25,425.00</u>

REDUCTION

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>		<u>Unit Price</u>	<u>Amount</u>
42	8" Ductile Iron Pipe	165.00	LF	\$75.00	\$12,375.00
					<u>\$12,375.00</u>

0.112953953

Amount of Original Contract	\$764,028.15	Extra	\$73,250.00
		Supplemental	\$25,425.00
Adjusted Amount Based on Change		Reduction	\$12,375.00
Order Nos. 1 & 2	\$867,428.15	Total Change	\$86,300.00

% Change in Contract 13.53 %
[(+) Increase or (-) Decrease]

.....
(Engineer) **(Date)** **(Local Aid)** **(Date)**

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

.....
(Contractor) **(Date)**

Ordinance 2020-10

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2, ENTITLED
“ADMINISTRATION”, SUBSECTION 2-19.19, ENTITLED “ENGAGEMENT OF SERVICES
OF OFF-DUTY POLICE OFFICERS”, OF THE REVISED GENERAL ORDINANCES OF THE
BOROUGH OF HIGHTSTOWN, NEW JERSEY**

WHEREAS, the Administrator and Police Chief of the Borough find it necessary to amend the ordinance of the Borough governing the engagement of services of off-duty police officers to address the use of the third-party administrator with the scheduling of such services; and

WHEREAS, it is also necessary to address the FOP Agreement changes effective July 1, 2020 regarding the rate of compensation for such services; and

WHEREAS, the Mayor and Borough Council agree that the requested changes are required as requested.

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

Section 1. That Chapter 2, entitled “Administration”, Subsection 2-19.19, entitled “Engagement of Services of Off-Duty Police Officers”, is hereby repealed in its entirety and replaced with the following:

Subsection 2-19.19 Engagement of Services of Off-Duty Police Officers.

a. *Purpose.* To establish a policy regarding the hiring and use of off-duty Hightstown Borough police officers by any entity or person other than the Borough of Hightstown.

1. Members of the Police Department shall be permitted to accept police-related employment only during off-duty hours, only if authorized by the Chief of Police, and only at such time as will not interfere with the efficient performance of regularly-scheduled or emergency duty for the Borough.

2. Any person or entity wishing to employ off-duty police officers shall first contact the Police Department to obtain the Borough’s contracted Third Party Outside Employment Administrator information for such services.

b. *Requests for Outside Employment Services.*

1. Any party or employer requesting the outside employment services of an off-duty Borough police officer shall submit the following information to the Chief of Police for approval; the estimated length (number of days) of the detail, work hours of the detail and number of officers requested. The Chief of Police shall review the request and determine if it includes an adequate number of off-duty officers to ensure security, crowd control or traffic safety. The Chief of Police shall have the authority to require the requesting party to hire additional officers to make sure that any security, crowd control or traffic safety concern is met.

2. No officer shall arrange with any party to work outside employment privately, or without the authorization of the Police Chief, to provide such services.

3. Every officer shall have the right to turn down without any penalty any request to work an outside employment detail. No officer shall be required or ordered to work any extra duty detail.

4. The Police Chief shall keep in view the needs of the Borough for shift coverage in determining whether to approve or to deny any request for off-duty officer services by any party or entity.

5. Requests by a party to hire off-duty officers must be made to the Borough's Outside Employment Administrator (3) three business days prior to the date off-duty officers are needed. Emergency requests to hire off-duty officers will be evaluated on a case by case basis and approved by the Chief of Police.

c. Outside Employment assignment/rate for extra duty.

1. The rate charged by the Borough of Hightstown for outside employment performed by officers of the Hightstown Police Department shall be in accordance with the collective negotiations bargaining agreement between the Borough and FOP, a copy of which is on file in the Municipal Clerk's office.

2. A fifteen dollar (\$15.00) per hour Administrative Fee shall apply for each hour of outside employment performed by officers of the Hightstown Police Department. This fee shall be in addition to the hourly rate determined by the negotiations bargaining agreement between the Borough and FOP. The Administrative Fee shall be retained by the Borough and shall not be paid to officers who perform the services.

d. Minimum number of hours.

1. There shall be a minimum obligation of four (4) hours pay for each off-duty officer hired to work an outside employment detail. This four (4) hour pay obligation shall not apply to any Borough/Board of Education and related entities off-duty activities/events.

e. Use of marked police vehicles. In the event that a party or employer employs any off-duty Borough police officer pursuant to this section, in addition to any compensation to be paid to the Borough pursuant to the requirements herein, there shall also be a twenty (\$20.00) per hour per vehicle fee for the use of marked or unmarked police vehicles.

f. Penalty. Any person or entity who employs off-duty Borough police officers in order to perform the above services without first having complied with the requirements of this section shall be subject to the fines set forth section 1-5 of the Borough Code for each day that the party or entity employs any Borough police officer, unless a waiver of said requirements shall have been granted, in advance, by the Police Chief. Any officer or employee of the Hightstown Police Department who provides off-duty services in a manner other than as specified in this section shall be subject to prosecution for violation of the Borough Code, and also for disciplinary process and penalties, including administrative penalties up to and including dismissal, in addition to the penalties set forth in section 1-5 of the Borough Code.

g. Cancellation Policy. 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 the applicable officers will receive compensation for four (4) hours. This payment for said assignment, and the administrative fee shall apply and be payable by the person or entity who reserved said services. This four (4) hour pay obligation shall not apply to any Borough/Board of Education and related entities off-duty activities/ events.

h. Control vested in the Police Chief. The Police Chief of the Borough of Hightstown shall be responsible for the overall conduct of the members of the Police Department in following the rules and regulations promulgated herein, and shall insure that the terms, conditions and provisions of this section shall be fully and faithfully carried out. Additionally, the Police Chief shall have authority to control officers engaged in off-duty or outside employment pursuant to this section, and shall further have the authority and the duty to commence disciplinary process as to any and all officers so engaged in outside employment by private employers, should cause for such charges arise or exist.

The Police Chief shall be accountable for the failure to abide by or to enforce the terms of this section as to off-duty employment by police officers.

i. *Adherence to Department Rules and Regulations.* While employed as an off-duty officer on an outside employment detail, officers shall adhere to all department rules, regulations, policies and procedures. Officers shall also follow any commands or directions given to them by the Chief of Police, Supervisor or On-Duty Officer In-Charge (OIC).

Section 2. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 3. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 4. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

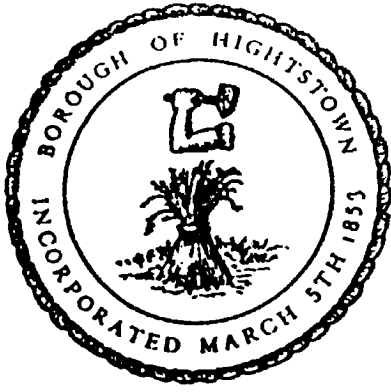
Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR



The Borough of Hightstown

102

Clerk's Office

156 Bank Street, Hightstown, New Jersey 08520

Phone – (609) 490-5100, ext. 772

Fax – (609) 371-0267

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

TO: Mayor & Council
DATE: August 31, 2020
RE: Police Services Ordinance Revisions

Pursuant to terms with the FOP Labor Agreements and the process for reserving Police Services in the Borough, it is required that the ordinance covering same be amended to meet the changes. After careful review and revision, it has been determined by the Borough Attorney, Police Chief, and Administrator, that due to the amount of change required, an entirely new ordinance would be developed to replace what is currently in effect. The changes made to the original ordinance are:

- References to making reservations for services through the Police Department are removed and the process for these services re-directed to the third-party administrator (presently Extra Duty Solutions).
- References to contracting and opening an escrow account with the Borough for these services is removed as the third-party administrator conducts all collections and makes payment directly to the Borough.
- References to insurance requirements have been removed as the insurance is provided by the third-party administrator for these services.
- The rates charged for these services is now dictated through the FOP agreement, so the ordinance has been amended to remove the set rate and reference the rate determined by the FOP agreement.
- The Administrative Fee was previously written into the hourly rate for these services; with the rates now being included in the FOP agreement, this administrative fee has been broken out separately. These are fees the Borough collects to pay for administering the payroll associated with these extra duty services.
- The Vehicle Use Fee in the ordinance have been updated to bring it current (from \$15 to \$20).
- The minimum number of hours for which Officers shall be paid for such services has been updated to reflect the FOP agreement.
- An adherence to the Department's rule and regulations requirement for Officers serving in this capacity has been added at the request of the Chief of Police.
- Control over working these duties remains with the Chief of Police.
- Exemptions that were applicable to the Borough and Board of Education and/or their sponsored events remain applicable.

Resolution 2020-169

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

AUTHORIZING PAYMENT OF BILLS

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$1,924,163.35 from the following accounts:

Current		\$1,808,626.65
W/S Operating		55,560.95
General Capital		30,699.50
Water/Sewer Capital		4,597.25
Grant		2,430.00
Trust		4,726.79
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>17,522.21</u>
Total		<u><u>\$1,924,163.35</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 September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Date: September 8, 2020

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 9/8/2020

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
EAST WINDSOR REGIONAL SCHOOL	8/14/2020	20-00976	1478	\$ 883,981.00
STATE OF NJ - DEPT OF TREASURY	8/14/2020	20-00931	1479	\$ 41,775.52
COMCAST BUSINESS	8/21/2020	20-00997	31515	\$ 294.57
JCP&L	8/21/2020	20-00999	31516	\$ 1,595.44
JCP&L STREET LIGHTING	8/21/2020	20-00998	31517	\$ 27.29
STITCHES N INK	8/21/2020	20-00254	31519	\$ 260.00
AT&T MOBILITY	8/26/2020	20-01040	31520	\$ 745.47
ARCHIVE SOCIAL	8/26/2020	20-00974	31521	\$ 2,388.00
EAST WINDSOR REGIONAL SCHOOL	9/3/2020	20-01100	1480	\$ 50,292.00
COUNTY OF MERCER COUNTY TAX	9/3/2020	20-01099	1481	\$ 740,897.67
TOTAL				<u><u>\$1,722,256.96</u></u>

<u>WATER AND SEWER OPERATING</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
STATE OF NJ - DEPT OF TREASURY	8/14/2020	20-00991	1343	\$ 13,992.16
JCP&L	8/21/2020	20-00999	31516	\$ 19.02
JCP&L (STREET LIGHTING)	8/21/2020	20-00998	31517	\$ 49.84
JOHN THOMAS JONES	8/21/2020	20-01038	31518	\$ 630.00
AT&T MOBILITY	8/26/2020	20-01040	31520	\$ 251.59
WEBSTER BANK	9/1/2020	20-01041	1344	\$ 13,618.65
TOTAL				<u><u>\$ 28,561.26</u></u>

ESCROW

TOTAL	<u><u>\$ -</u></u>
--------------	---------------------------

GRANT

TOTAL	<u><u>\$ -</u></u>
--------------	---------------------------

TRUST

TOTAL	<u><u>\$ -</u></u>
--------------	---------------------------

ANIMAL CONTROL TRUST

TOTAL	<u><u>\$ -</u></u>
--------------	---------------------------

LAW ENFORCEMENT TRUST

TOTAL	<u><u>\$ -</u></u>
--------------	---------------------------

PUBLIC DEFENDER TRUST

TOTAL	<u><u>\$ -</u></u>
--------------	---------------------------

GENERAL CAPITAL

RICHARD GRUBB & ASSOCIATES	8/26/2020	20-00772-01/20-00772-02	6402	\$ 7,193.00
TOTAL				<u><u>\$ 7,193.00</u></u>

WATER AND SEWER CAPITAL

TOTAL	<u><u>\$ -</u></u>
--------------	---------------------------

MANUAL TOTAL

\$1,758,011.22

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

A0107 ANSELL GRIMM & AARON, PC									
20-01104 09/02/20 INVOICES JULY 2020									
1	GENERAL FILE INV 457225	1,309.50	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457225	N
2	ORDINANCES INV 457226	324.00	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457226	N
3	RESOLUTIONS INV 457227	148.50	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457227	N
4	ENGINEERING MATTERS INV 457228	864.00	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457228	N
5	LABOR MATTERS INV 457229	13.50	0-01-20-155-001-031	B Labor,Personnel & Union Council	R	09/02/20	09/03/20	457229	N
6	MEETINGS INV 457230	607.50	0-01-20-155-001-029	B Attendance at Council Meetings	R	09/02/20	09/03/20	457230	N
7	BORO ADV. CASTORO LITIGATION	121.50	0-01-20-155-001-033	B Litigation	R	09/02/20	09/03/20	457231	N
8	OPRA ISSUES INV 457232	270.00	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457232	N
9	GENERAL TAX APPEAL MATTERS	121.50	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457233	N
10	REDEVELOPMENT OF BANK ST	612.50	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457234	N
11	AFFORDALE HOUSING MATTERS 2019	67.50	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457235	N
12	JOINT POLICE/MUNICIPAL COURT	324.00	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457236	N
13	HOUSING AUTH (HHA) MATTERS	324.00	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457237	N
14	DOUGLAS F & COLLEEN BEAN	27.00	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457238	N
15	PEDDIE SCHOOL - FINANCING/	378.00	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457239	N
16	MUNICIPAL SVCS AGREEMENT WITH _____	202.50	0-01-20-155-001-027	B General Matters	R	09/02/20	09/03/20	457240	N
		5,715.50							
	Vendor Total:	5,715.50							

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
A0054 AQUA PRO-TECH LABORATORIES										
20-01027	08/20/20	INVOICE #0070434M	EFFLUENT TES							
1	EFFLUENT TESTING 7/9/20- 7/30	3,416.51	0-09-55-501-002-532	B	Outside Lab Testing	R	08/20/20	09/03/20	0070434M	N
Vendor Total:		3,416.51								
A0056 AQUA TECH HOTSY, INC.										
20-00739	06/17/20	INVOICE #6596								
1	SERVICE CALL & REPAIR AQUA	291.66	0-09-55-501-002-502	B	Vehicle Maintenance	R	06/17/20	09/03/20	6563	N
Vendor Total:		291.66								
B0921 BRITTON INDUSTRIES, INC										
20-00954	08/10/20	JULY 2020 YRD WSTE DISPOSAL								
1	INV 0516506 YRD WST DISP	102.75	0-01-26-311-001-168	B	Yardwaste	R	08/10/20	09/03/20	0516506	N
2	INV 0520192 YRD WST DISP	123.02	0-01-26-311-001-168	B	Yardwaste	R	08/10/20	09/03/20	0520192	N
3	INV 0523887 YRD WAST DISP	106.95	0-01-26-311-001-168	B	Yardwaste	R	08/10/20	09/03/20	0523887	N
4	INV 0526950 YRD WAST DISP	112.19	0-01-26-311-001-168	B	Yardwaste	R	08/10/20	09/03/20	0526950	N
		444.91								
Vendor Total:		444.91								
G0017 CANDACE B. GALLAGHER										
20-00971	08/12/20	CODFICATION MAY,JUNE,JULY 2020								
1	CODIFICATION MAY 2020	275.00	0-01-20-140-001-060	B	Internet Services and web Services	R	08/12/20	09/03/20	MAY 2020	N
2	CODIFICATION JUNE 2020	275.00	0-01-20-140-001-060	B	Internet Services and web Services	R	08/12/20	09/03/20	JUNE 2020	N
3	CODIFICATION JULY 2020	275.00	0-01-20-140-001-060	B	Internet Services and web Services	R	08/12/20	09/03/20	JULY 2020	N
		825.00								
Vendor Total:		825.00								
C0396 CAVANAUGH'S, INC.										
20-00980	08/12/20	MONTHLY PEST SERVICE								
1	INV 132264 - MONTHLY	20.00	0-01-26-310-001-029	B	Maintenance Contracts	R	08/12/20	09/03/20	132264	N
2	INV 132262 - MONTHLY	20.00	0-01-26-310-001-029	B	Maintenance Contracts	R	08/12/20	09/03/20	132262	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
COMCA005 COMCAST BUSINESS												
20-01064	08/28/20	8499 05 243 0034100 413	MERCER									
1	8499 05 243 0034100 413	MERCER	168.35	0-01-20-140-001-060	B	Internet Services and Web Services	R	08/28/20	09/03/20		499052430034100	N
20-01087	09/01/20	8499 05 244 0157826 8/24-9/23										
1	8499 05 244 0157826 8/24-9/23		109.57	0-09-55-501-002-545	B	Internet Services	R	09/01/20	09/03/20		499052440157826	N
Vendor Total:			277.92									
COMMU010 COMMUNICATIONS SPECIALISTS INC												
20-00962	08/12/20	RADIO REMOTE ADAPTER										
1	RADIO REMOTE ADAPTER		1,083.00	C-04-55-888-001-444	B	2019-20 POLICE SUV, SONIC FIREWALL	R	08/12/20	09/03/20		41115	N
Vendor Total:			1,083.00									
00095 COUNTY OF OCEAN												
20-00943	08/10/20	TRAINING - MORENO										
1	TRAINING - MORENO		200.00	0-01-25-240-001-042	B	Education & Training	R	08/10/20	09/03/20		00095 7/30	N
Vendor Total:			200.00									
C0931 Creston Hydraulics, Inc.												
20-00985	08/12/20	RESEAL CYLINDER/RESEAL KIT										
1	INV. 00187150		370.20	0-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	08/12/20	09/03/20		00187150	N
Vendor Total:			370.20									
C0087 CUSTOM BANDAG, INC												
20-01037	08/20/20	TIRES FOR TRUCK 20										
1	INV 80171706 - TIRES/TRUCK 20		696.79	0-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	08/20/20	09/03/20		80171706	N
20-01046	08/26/20	PSEG GAS HPD 12/13/19-7/14/20										
1	PSEG GAS HPD 12/13/19-1/15/20		113.28	0-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/20	09/03/20		DEC 19-JAN 20	N
2	PSEG GAS HPD 1/16/20-2/12/20		105.05	0-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/20	09/03/20		1/16/20-2/12/20	N
3	PSEG GAS HPD 2/13/20-3/13/20		73.22	0-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/20	09/03/20		2/13/20-3/13/20	N
4	PSEG GAS HPD 3/14/20-4/14/20		28.99	0-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/20	09/03/20		3/14/20-4/14/20	N
5	PSEG GAS HPD 4/15/20-5/13/20		17.91	0-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/20	09/03/20		4/15/20-5/13/20	N
6	PSEG GAS HPD 5/14/20-6/12/20		16.20	0-01-31-446-001-070	B	Gas Heat - Borough Hall	R	08/26/20	09/03/20		5/14/20-6/12/20	N

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	Exc1		
C0087 CUSTOM BANDAG, INC Continued										
20-01046 08/26/20 PSEG GAS HPD 12/13/19-7/14/20	Continued									
7 PSEG GAS HPD 6/13/20-7/14/20	16.20	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	08/26/20	09/03/20	6/13/20-7/14/20	N		
	370.85									
Vendor Total:	1,067.64									
C0088 CUSTOM ENVIRONMENTAL TECH, INC										
20-00501 04/21/20 ZETA LYTE 1A RES 2020-91		B								
4 INV 6182 6/23/20 ZETA LYTE 1A	1,120.90	0-09-55-501-002-554	B ZETA LYTE 1A POLYMER	R	04/23/20	09/03/20	6182	N		
20-00502 04/21/20 ZETA LYTE 2800 CH		B								
6 INV 6181 DATED 6/24/2020	3,927.00	0-09-55-501-002-544	B Zeta Lyte 2800CH-Custom Envir.Tech, Inc.	R	04/21/20	09/03/20	6181	N		
7 INV 6252 8/5/2020 ZETA 2800CH	4,581.50	0-09-55-501-002-544	B Zeta Lyte 2800CH-Custom Envir.Tech, Inc.	R	04/21/20	09/03/20	6252	N		
	8,508.50									
Vendor Total:	9,629.40									
DRPUT005 DR PUTHENMADAM RADHAKRISHNAN										
20-01042 08/25/20 CHILDREN'S HEALTH CLINIC 8/24										
1 CHILDREN'S HEALTH CLINIC 8/24	525.29	0-01-27-330-001-031	B Contract-Professional Serv.(B)	R	08/25/20	08/27/20	8/24/20	N		
Vendor Total:	525.29									
DRAEG005 DRAEGER, INC.										
20-00957 08/10/20 MOUTHPIECES - ALCOTEST										
1 MOUTHPIECES - ALCOTEST	68.00	0-01-25-240-001-116	B Traffic Bureau	R	08/10/20	09/03/20	5951051003	N		
Vendor Total:	68.00									
E0576 EAST WINDSOR REGIONAL SCHOOL										
20-00981 08/12/20 YEAR END RECONCILIATION										
1 YEAR END RECONCILIATION	264.53	0-01-31-460-001-166	B Motor Fuel - Fire Dept.	R	08/12/20	09/03/20	852020	N		
2 YEAR END RECONCILIATION	911.15	0-01-31-460-001-145	B Motor Fuel - Police	R	08/12/20	09/03/20	852020	N		
3 YEAR END RECONCILIATION	235.14	0-01-31-460-001-148	B Motor Fuel - Emergency Medical	R	08/12/20	09/03/20	852020	N		
4 YEAR END RECONCILIATION	587.84	0-01-31-460-001-147	B Motor Fuel - Public Works	R	08/12/20	09/03/20	852020	N		
5 YEAR END RECONCILIATION	617.23	0-01-31-460-001-147	B Motor Fuel - Public Works	R	08/12/20	09/03/20	852020	N		
6 YEAR END RECONCILIATION	58.78	0-01-31-460-001-147	B Motor Fuel - Public Works	R	08/12/20	09/03/20	852020	N		

Vendor # Name											1099
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		Exc	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	
E0576 EAST WINDSOR REGIONAL SCHOOL Continued											
20-00981 08/12/20 YEAR END RECONCILIATION			Continued								
7	YEAR END RECONCILIATION	117.57	0-09-55-501-001-512	B	Motor Fuel	R	08/12/20	09/03/20		852020	
8	YEAR END RECONCILIATION	88.18	0-09-55-501-002-512	B	Motor Fuel	R	08/12/20	09/03/20		852020	
9	YEAR END RECONCILIATION	58.77	0-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEPARTMENT	R	08/12/20	09/03/20		852020	
10	YEAR END RECONCILIATION	<u>1,388.16</u>	0-01-31-460-001-144	B	Upgrades to Fueling Facility	R	08/12/20	09/03/20		852020	
		4,327.35									
Vendor Total:		4,327.35									
Q0176 EUROFINS QC, INC											
20-00966 08/12/20 WATER ANALYSIS											
1	INV. 2015416 - WATER ANALYSIS	200.00	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		2015416	
2	INV 6300000431 WATER ANALYSIS	165.00	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		6300000431	
3	INV 6300000405 WATER ANALYSIS	<u>234.00</u>	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		6300000405	
		599.00									
20-00979 08/12/20 WATER ANALYSIS											
1	INV. 6300000966 - WATER	730.00	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		6300000966	
2	INV. 6300000967 - WATER	46.35	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		6300000967	
3	INV. 6300000970 - WATER	200.00	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		6300000970	
4	INV. 2015991 - WATER ANALYSIS	200.00	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		2015991	
5	INV. 6300000990 - WATER	<u>309.00</u>	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/12/20	09/03/20		6300000990	
		1,485.35									
20-01035 08/20/20 LEAD AND COPPER TESTING											
1	INV. 6300001174 - 7/29/20	800.00	0-09-55-501-001-532	B	Outside Testing/Labs	R	08/20/20	09/03/20		6300001174	
Vendor Total:		2,884.35									
FIONA005 FIONA MISIURA											
20-01056 08/27/20 PYMT 2 CREATIVE DIRECTOR 2020											
1	PYMT 2 CREATIVE DIRECTOR 2020	750.00	T-12-56-286-000-885	B	CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	08/27/20	09/03/20		2020-2	
Vendor Total:		750.00									

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	Exc
G1077 GEORGE S. COYNE CO., INC.											
20-00113	02/04/20	HYDROFLUOSILICIC ACID FLUORIDE		B							
8 INV	341189 DATED 7/27/2020	947.76	0-09-55-501-001-528		B Fluorosilic Acid-	R	02/04/20	09/03/20		341189	N
20-00124	02/05/20	LIME HI-CALC HYDRATED CARMEUSE		B							
8 INV	341190 DATED 7/27/2020	1,655.25	0-09-55-501-001-527		B Calcium Hydroxide - Lime	R	02/05/20	09/03/20		341190	N
Vendor Total:		2,603.01									
G0038 GOLD TYPE BUSINESS MACHINE											
20-00484	04/15/20	DISINFECTANT & SANITIZER									
1	DIAMOND DISINFECTANT & SANI	175.00	T-12-56-286-000-850		B STORM RECOVERY SNOW,STORM, OTHER	R	04/15/20	09/03/20		0000024694	N
2	MISTER (PRE-FILLED)	630.00	T-12-56-286-000-850		B STORM RECOVERY SNOW,STORM, OTHER	R	04/15/20	09/03/20		0000024694	N
3	INDOOR MISTER	299.99	T-12-56-286-000-850		B STORM RECOVERY SNOW,STORM, OTHER	R	04/15/20	09/03/20		0000024694	N
4	DIAMOND DISINFECTANT & SANI	875.00	T-12-56-286-000-850		B STORM RECOVERY SNOW,STORM, OTHER	R	04/15/20	09/03/20		0000024729	N
		1,979.99									
Vendor Total:		1,979.99									
G0185 GRAINGER, INC.											
20-01020	08/20/20	GRAINGER #1CD13									
1	GRAINGER 1CD13 T2A1250FUSE FOR	15.97	0-09-55-501-002-503		B Sewer Plant Maintenance	R	08/20/20	09/03/20		9628905375	N
Vendor Total:		15.97									
H0081 H. KENDALL WALTON											
20-01025	08/20/20	REIMBURSEMENT									
1	REIMBURSMENT HOME DEPOT	10.97	0-09-55-501-002-503		B Sewer Plant Maintenance	R	08/20/20	09/03/20		080520	N
Vendor Total:		10.97									
H0026 HALDEMAN FORD											
20-01010	08/20/20	TRANS AXLE LEAK REPAIR 2013ESC									
1	TRANS AXLE LEAK REPAIR 2013ESC	385.95	0-09-55-501-002-502		B Vehicle Maintenance	R	08/20/20	09/03/20		137593	N
Vendor Total:		385.95									

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	Exc
H0048 HIGHTS REALTY LLC										
	20-01086	09/01/20	SEPTEMBER 2020 RENT HPD							
	1	SEPTEMBER 2020 RENT HPD	4,446.38	0-01-26-310-001-025	B Building Rental	R	09/01/20	09/03/20	SEPT 2020	N
		Vendor Total:	4,446.38							
H0035 HIGHTSTOWN FUEL OIL										
	20-00987	08/12/20	DIESEL FUEL/STORM PREP							
	1	INV 02458 - GENERATOR DSL FUEL	248.54	0-09-55-501-001-512	B Motor Fuel	R	08/12/20	09/03/20	02458	N
		Vendor Total:	248.54							
H1100 HOME DEPOT CREDIT SERVICES										
	20-00817	07/08/20	JUNE 2020 INVOICES							
	1	INV. 1044212 - BYPASS LOPPER	20.97	0-01-28-369-001-140	B Landscape Maintenance	R	07/08/20	09/03/20	1044212	N
	2	INV. 4523186 - BLEACH	25.14	0-09-55-501-001-503	B Water Plant Maintenance	R	07/08/20	09/03/20	4523186	N
	3	INV. 0087269 - BATTERIES/SKRTE	73.81	0-01-26-290-001-127	B Street Repair & Maintenance	R	07/08/20	09/03/20	0087269	N
			119.92							
	20-00922	07/29/20	JULY INVOICES							
	1	INV. 0045122 - SHARP LINES/	33.82	0-01-26-310-001-024	B Building Maintenance	R	07/29/20	09/03/20	0045122	N
	2	INV. 9091696 - BATTERY/BAIT	43.89	0-09-55-501-001-503	B Water Plant Maintenance	R	07/29/20	09/03/20	9091696	N
	3	CREDIT 9191826 - MOUSEX	19.97	0-09-55-501-001-503	B Water Plant Maintenance	R	07/29/20	09/03/20	9191826	N
	4	INV. 0622152 - MURIATIC ACID	9.98	0-09-55-501-001-503	B Water Plant Maintenance	R	07/29/20	09/03/20	0622152	N
	5	INV. 6515586 - FILTERS	54.24	0-01-26-310-001-024	B Building Maintenance	R	07/29/20	09/03/20	6515586	N
	6	INV. 4615630 - CLEANING SPPLY	93.22	0-01-26-310-001-024	B Building Maintenance	R	07/29/20	09/03/20	4615630	N
	7	INV. 0622194 WOOD POLE/ROLLERS	21.22	0-09-55-501-002-503	B Sewer Plant Maintenance	R	07/29/20	09/03/20	0622194	N
			236.40							
	20-01033	08/20/20	AUGUST 2020 INVOICES							
	1	INV. 2511145 - SAKRETE	55.80	0-01-28-369-001-141	B Parks & Playgrd Maintenance	R	08/20/20	09/03/20	2511145	N
	2	INV. 2511163 - COUPLINGS/CAPS/	18.36	0-09-55-501-002-503	B Sewer Plant Maintenance	R	08/20/20	09/03/20	2511163	N
	3	INV. 5511982 - RAKE/PINE SOL/	35.90	0-01-26-310-001-024	B Building Maintenance	R	08/20/20	09/03/20	5511982	N
	4	INV. 5023458 - CROSS TEE/SNIP/	69.75	0-01-26-310-001-024	B Building Maintenance	R	08/20/20	09/03/20	5023458	N
			179.81							
		Vendor Total:	536.13							

September 3, 2020
12:33 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 9
113

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
J0378 J.W. KENNEDY & SON INC WELDING											
20-00955	08/10/20	CYLINDER RENTAL									
1 INV. R5380 - CYLINDER RENTAL			12.40	0-01-26-290-001-050	B	DPW Work Equipment	R	08/10/20	09/03/20	R5380	N
Vendor Total:			12.40								
J0019 JCI JONES CHEMICALS, INC.											
20-00325	03/11/20	CHLORINE RES 2018-217			B						
5 INV 830599	8/24/2020		800.00	0-09-55-501-001-526	B	Chlorine	R	03/11/20	09/03/20	830599	N
Vendor Total:			800.00								
J0258 JCP&L (STREET LIGHTING)											
20-01062	08/27/20	ACCT 724 & 765 DATED 8/19/20									
1 100 011 415 724 STREET LIGHT			368.83	0-01-31-435-001-075	B	Street Lighting	R	08/27/20	09/03/20	95864625354	N
2 100 011 415 765 STREET LIGHT			1,667.81	0-01-31-435-001-075	B	Street Lighting	R	08/27/20	09/03/20	95864625355	N
			2,036.64								
Vendor Total:			2,036.64								
JERRY010 JERRY MECCA											
20-00950	08/10/20	REIMBURSEMENT - MECCA									
1 REIMBURSEMENT - MECCA			132.97	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	08/10/20	09/03/20	S090168295	N
Vendor Total:			132.97								
J0069 JERSEY ELEVATOR SERVICE											
20-00984	08/12/20	AUGUST ELEVATOR SERVICE									
1 AUGUST 2020 ELEVATOR SERVICE			178.47	0-01-26-310-001-029	B	Maintenance Contracts	R	08/12/20	09/03/20	239250	N
Vendor Total:			178.47								
JOELT005 JOEL TOWNSEND											
20-00968	08/12/20	REIMBURSEMENT - TOWNSEND									
1 REIMBURSEMENT - TOWNSEND			58.94	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	08/12/20	09/03/20	3014873180	N

Vendor # Name												1099
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	
JOELT005 JOEL TOWNSEND												
Continued												
20-00968	08/12/20	REIMBURSEMENT - TOWNSEND	Continued									
2	REIMBURSEMENT - TOWNSEND	112.00	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	08/12/20	09/03/20		3014873180	N	
		170.94										
Vendor Total:		170.94										
J1050 JOHN THOMAS JONES												
20-01103	09/02/20	LAB MGR CONSULT PPE 8/27/2020										
1	LAB MGR CONSULT PPE 8/27/2020	570.00	0-09-55-501-002-528	B	Outside Consulting Services (B	R	09/02/20	09/03/20		PPE 8/27/2020	N	
Vendor Total:		570.00										
KRYST005 KRYSTEN SCHMELZER												
20-01058	08/27/20	GUEST SPEAKER 2 WORKSHOPS										
1	GUEST SPEAKER 2 WORKSHOPS	100.00	T-12-56-286-000-885	B	CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	08/27/20	09/03/20		2020	N	
Vendor Total:		100.00										
L0205 LANGUAGE LINE SERVICES												
20-01009	08/19/20	INTERPRETATION JULY 2020										
1	INTERPRETATION JULY 2020	148.13	0-01-20-176-000-111	B	Interpretor/Outside Help	R	08/19/20	09/03/20		10056912	N	
Vendor Total:		148.13										
L0037 LINCOLN FINANCIAL GROUP												
20-01061	08/27/20	SEPTEMBER 2020 LIFE INSURANCE										
1	SEPTEMBER 2020 LIFE INSURANCE	305.55	0-01-23-210-003-115	B	Medical Ins-Emp1 Grp Health	R	08/27/20	09/03/20		SEP 2020	N	
2	SEPTEMBER 2020 LIFE INS WTP	18.16	0-09-55-501-001-514	B	INSURANCE	R	08/27/20	09/03/20		SEP 2020	N	
3	SEPTEMBER 2020 LIFE INS AWWTP	54.48	0-09-55-501-002-514	B	Insurance	R	08/27/20	09/03/20		SEP 2020	N	
		378.19										
Vendor Total:		378.19										

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	
L1085 LORCO PETROLEUM SERVICES											
20-01034 08/20/20 USED OIL DISPOSAL;											
1 INV 1512952 USED OIL DISPOSAL	112.50	0-01-26-311-001-167	B	Oil Disposal	R	08/20/20	09/03/20		1512952	N	
Vendor Total:	112.50										
MAGLO005 MAGLOCLEN, INC.											
20-01014 08/20/20 ANNUAL MEMBERSHIP											
1 ANNUAL MEMBERSHIP	400.00	0-01-25-240-001-044	B	Professional Assoc. Dues	R	08/20/20	09/03/20		4626	N	
Vendor Total:	400.00										
M1076 MCMANIMON, SCOTLAND & BAUMANN											
20-01052 08/27/20 PREP & REVIEW OF BOND ORD											
1 PREP & REVIEW OF BOND ORD	600.00	C-04-55-890-000-447	B	SPRINGCREST, SPRUCE, GLEN 20-05 sec 20	R	08/27/20	09/03/20		173232	N	
2 PREP & REVIEW OF BOND ORD	600.00	C-08-55-961-000-544	B	SPRINGCREST, SPRUCE, GLEN 20-06 Sec 20	R	08/27/20	09/03/20		173232	N	
	1,200.00										
20-01082 08/31/20 Various invoices											
1 #170708; 4/16/2020	937.50	3PRCLLC	P	Pre-Planning Review	R	08/31/20	09/03/20		#170708	N	
2 #171720; 5/27/2020	3,937.50	3PRCLLC	P	Pre-Planning Review	R	08/31/20	09/03/20		#171720	N	
	4,875.00										
Vendor Total:	6,075.00										
MEGHA005 MEGHAN STRATTON											
20-01059 08/27/20 WORKSHOP GUEST SPEAKER											
1 WORKSHOP GUEST SPEAKER	50.00	T-12-56-286-000-885	B	CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	08/27/20	09/03/20		2020	N	
Vendor Total:	50.00										
M0256 MERCER CO IMPROVEMENT AUTH											
20-00982 08/12/20 JULY 2020 TIPPING											
1 JULY 2020 TIPPING	19,609.87	0-01-32-465-001-165	B	Landfill Solid Waste Disposal-MCIA	R	08/12/20	09/03/20		JULY 2020	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
M0256 MERCER CO IMPROVEMENT AUTH Continued										
20-00982	08/12/20	JULY 2020 TIPPING	Continued							
2 JULY 2020 RECYCLING TAX		511.56	0-01-43-496-001-174	B Recycling Tax	R	08/12/20	09/03/20		JULY 2020	N
		20,121.43								
Vendor Total:		20,121.43								
M0127 MONMOUTH COUNTY										
20-00983	08/12/20	JULY 2020 ROOSEVELT TIPPING								
1 JULY 2020 ROOSEVELT TIPPING		3,043.08	0-01-43-513-001-171	B Borough of Roosevelt-Tipping Fees	R	08/12/20	09/03/20		JULY 2020	N
Vendor Total:		3,043.08								
M0143 MSM SERVICE CO.										
20-00920	07/29/20	FIRST AID SUPPLIES INV D2675								
1 FIRST AID SUPPLIES INV D2675		112.51	0-09-55-501-002-523	B Paper Products/Janitorial	R	07/29/20	09/03/20		D2675	N
Vendor Total:		112.51								
NJADV005 NJ Advance Media										
20-01012	08/20/20	LEGAL ADS JULY 2020								
1 2018 AUDIT SYNOPSIS		332.98	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009654995	N
2 PLANNING BOARD JULY MEETING		22.04	0-01-21-180-001-021	B Advertisements	R	08/20/20	09/03/20		0009655022	N
3 CAC JULY MEETING		12.76	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009661309	N
4 ORDINANCE 2020-04 INTRO		26.97	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009662687	N
5 ORDINANCE 2020-05 INTRO		41.76	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009662690	N
6 ORDINANCE 2020-06 INTRO		40.02	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009662695	N
7 HOUSING AUTHORITY JULY MEETING		11.60	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009664209	N
8 HPC JULY MEETING		12.18	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009666581	N
9 ENV COMMISSIONS JULY MEETING		10.44	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009674517	N
10 BUDGET WORKSHOP 7/28		12.76	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009675124	N
11 ORDINANCE 2020-04 ADOPT		26.68	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009675171	N
12 ORDINANCE 2020-05		39.44	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009675175	N
13 ORDINANCE 2020-06 ADOPT		37.70	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009675176	N
14 ORDINANCE 2020-07		23.78	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009675179	N
15 ORDINANCE 2020-08 INTRO		23.78	0-01-20-120-001-021	B Advertisements	R	08/20/20	09/03/20		0009675181	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
PETRO005 PETRO KING SERVICE CO., INC.										
20-00785 06/26/20 ANNUAL PMI OF VEEDER ROOT										
1	ANNUAL PMI OF VEEDER ROOT	495.00	0-09-55-501-002-511	B Generator/Engine Maintenance Agreemt (B) R		06/26/20	09/03/20		15590	N
Vendor Total:		495.00								
P0044 PSE&G										
20-01067 08/28/20 ACCT 13 014 184 04 8/20/2020										
1	7341583509 140 N MAIN ST	150.90	0-01-31-446-001-143	B Gas/Heat - Fire House	R	08/28/20	09/03/20		503100076465	N
2	7341583606 148 N MAIN ST #R	37.10	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	08/28/20	09/03/20		503100076465	N
3	7341583703 BANK ST	17.42	0-09-55-501-001-505	B Gas Service	R	08/28/20	09/03/20		503100076465	N
4	7341583800 OAK LN	301.87	0-09-55-501-002-505	B Gas Service	R	08/28/20	09/03/20		503100076465	N
		507.29								
20-01068 08/28/20 ENERGY BILLS DATED 8/17/2020										
1	74 199 082 06 232 MERCER ST	16.67	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	08/28/20	09/03/20		605903822271	N
2	66 878 908 08 156 BANK ST	22.52	0-01-31-446-001-070	B Gas Heat - Borough Hall	R	08/28/20	09/03/20		602607447412	N
3	66 759 467 06 140 N MAIN ST	19.60	0-01-31-446-001-143	B Gas/Heat - Fire House	R	08/28/20	09/03/20		602206437471	N
4	65 039 876 09 1ST AVE W TOWER	17.47	0-09-55-501-001-505	B Gas Service	R	08/28/20	09/03/20		601806543612	N
		76.26								
Vendor Total:		583.55								
REDAR005 RED ARROW TECHNOLOGIES, LLC										
20-01011 08/20/20 MONTHLY TECH SUPPORT AUG 2020										
1	TECH SUPPORT	1,359.69	0-01-20-140-001-094	B Computer Service & Support	R	08/20/20	09/03/20		5324	N
2	INTERNET & WEB	1,074.94	0-01-20-140-001-060	B Internet Services and Web Services	R	08/20/20	09/03/20		5324	N
3	TECH SUPPORT/INTERNET/WEB	347.95	0-09-55-501-002-530	B Computer Software/Maint/Equip	R	08/20/20	09/03/20		5324	N
4	TECH SUPPORT/INTERNET/WEB	257.96	0-09-55-501-001-530	B Computer Software/Maint/Equip	R	08/20/20	09/03/20		5324	N
		3,040.54								
20-01088 09/01/20 MONTHLY TECH SUPPORT SEPT 2020										
1	TECH SUPPORT	1,359.69	0-01-20-140-001-094	B Computer Service & Support	R	09/01/20	09/03/20		5550	N
2	INTERNET & WEB	1,074.94	0-01-20-140-001-060	B Internet Services and Web Services	R	09/01/20	09/03/20		5550	N
3	TECH SUPPORT/INTERNET/WEB	347.95	0-09-55-501-002-530	B Computer Software/Maint/Equip	R	09/01/20	09/03/20		5550	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	
REDAR005 RED ARROW TECHNOLOGIES, LLC Continued											
20-01088	09/01/20	MONTHLY TECH SUPPORT SEPT 2020	Continued								
4	TECH SUPPORT/INTERNET/WEB	257.96	0-09-55-501-001-530	B Computer Software/Maint/Equip	R	09/01/20	09/03/20		5550		N
		3,040.54									
Vendor Total:		6,081.08									
REPU005 REPUBLIC SERVICES											
20-00121	02/05/20	ACCT 3-0689-0108950	2020	B							
8	INV 0689-003202221	7/17/2020	430.05	0-01-26-305-001-029	B Contract-Republic Services, NJ-Dumpsters	R	02/05/20	09/03/20	0689-003202221		N
9	INV 0689-003222320	8/12/2020	124.75	0-01-26-305-001-029	B Contract-Republic Services, NJ-Dumpsters	R	02/05/20	09/03/20	0689-003222320		N
		554.80									
Vendor Total:		554.80									
R0077 ROBERTS ENGINEERING GRP LLC											
20-01004	08/18/20	Inv #3692 & 3796									
1	#3692/5/26 Resolu compliance	305.00	2019-03	P MINOR SUBDIVISION	R	08/18/20	09/03/20		#3692		N
2	#3796/7/2 Resolu rev/ltr	639.00	2019-03	P MINOR SUBDIVISION	R	08/18/20	09/03/20		#3796		N
		944.00									
20-01005	08/18/20	Inv. #3864 & 3865									
1	#3864/7/28-July 13 PB Meeting	264.00	0-01-21-180-001-106	B Planning Board Engineer-General	R	08/18/20	09/03/20		#3864		N
2	#3865/7/28-Zoning Map Changes	442.50	0-01-21-180-001-106	B Planning Board Engineer-General	R	08/18/20	09/03/20		#3865		N
		706.50									
20-01083	08/31/20	various invoices									
1	#3787; 6/27/2020	3,913.00	3PRCLLC	P Pre-Planning Review	R	08/31/20	09/03/20		#3787		N
2	#3860; 7/25/2020	6,852.00	3PRCLLC	P Pre-Planning Review	R	08/31/20	09/03/20		#3860		N
		10,765.00									
20-01102	09/02/20	BILLING THROUGH 8/22/2020									
1	COUNCIL MEETINGS INV 3927	660.00	0-01-20-165-001-104	B Attendance at Meetings (B)	R	09/02/20	09/03/20		3927		N
2	MISC ROADS INV 3928	463.00	0-01-20-165-001-199	B MISCELLANEOUS	R	09/02/20	09/03/20		3928		N
3	GENERAL SEWER INV 3929	570.00	0-09-55-501-002-508	B Engineer	R	09/02/20	09/03/20		3929		N
4	STOCKTON ST WATER MAIN CLEAN	3,997.25	C-08-55-951-001-544	B WATER MAINS/SEWER STOCKTON/FORMAN SEC 20	R	09/02/20	09/03/20		3930		N
5	WATER PLANT FLOOD MITIGATION	693.00	0-09-55-501-001-508	B Engineer	R	09/02/20	09/03/20		3931		N
6	IMP TO LINCOLN, HAGEMOUNT AND	18,838.50	C-04-55-885-000-447	B LINCOLN, HAGEMOUNT, ROCKY BROOK SEC 20	R	09/02/20	09/03/20		3932		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
R0077 ROBERTS ENGINEERING GRP LLC Continued											
20-01102	09/02/20	BILLING THROUGH 8/22/2020	Continued								
7	PLANNING BOARD MTG INV 3933	255.00	0-01-21-180-001-106	B	Planning Board Engineer-General	R	09/02/20	09/03/20		3933	N
		25,476.75									
Vendor Total:		37,892.25									
R1054 RONALD STEPHENSEN											
20-00945	08/10/20	CLOTHING ALLOWANCE-STEPHENSEN									
1	CLOTHING ALLOWANCE-STEPHENSEN	99.95	0-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	08/10/20	09/03/20		w1042124922	N
Vendor Total:		99.95									
W0156 SEARING, WILLIAM											
20-01028	08/20/20	REIMBURSEMENT									
1	AUTOMATION DIRECT COOLING FANS	112.50	0-09-55-501-002-550	B	Scada Fees	R	08/20/20	09/03/20		11143881	N
Vendor Total:		112.50									
SHERW010 SHERWIN WILLIAMS PAINT											
20-01031	08/20/20	5 GALLON LOXON CONCRETE									
1	5 GALLON LOXON CONCRETE PRIMER	148.25	0-09-55-501-002-535	B	Chemicals Miscellaneous	R	08/20/20	08/27/20		6512-9	N
2	5 GALLON MINERAL SPIRITS	269.10	0-09-55-501-002-535	B	Chemicals Miscellaneous	R	08/20/20	08/27/20		6512-9	N
		417.35									
20-01096	09/02/20	LOXON CONCRETE/EXTERIOR SATIN									
1	5 GALLON LOXON CONCRETE PRIMER	260.00	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/02/20	09/03/20		6614-3	N
2	GALLON EXTERIOR SATIN	206.00	0-09-55-501-002-503	B	Sewer Plant Maintenance	R	09/02/20	09/03/20		6614-3	N
		466.00									
Vendor Total:		883.35									
S1096 STAPLES BUSINESS ADVANTAGE											
20-00864	07/15/20	HPD OFFICE SUPPLIES									
1	HPD OFFICE SUPPLIES	329.99	0-01-25-240-001-036	B	Office Supplies & Equipment	R	07/15/20	09/03/20		3451849917	N
20-00990	08/12/20	PURELL DISPENSER INV3452358779									
1	PURELL DISPENSER INV3452358779	28.24	T-12-56-286-000-850	B	STORM RECOVERY SNOW,STORM, OTHER	R	08/12/20	09/03/20		3452358779	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
S1096 STAPLES BUSINESS ADVANTAGE Continued											
20-01017 08/20/20 HPD OFFICE SUPPLIES											
1	HPD OFFICE SUPPLIES	5.19	0-01-25-240-001-036	B	Office Supplies & Equipment	R	08/20/20	09/03/20		3454334077	N
2	HPD OFFICE SUPPLIES	5.99	0-01-25-240-001-036	B	Office Supplies & Equipment	R	08/20/20	09/03/20		3454334077	N
3	HPD OFFICE SUPPLIES	15.16	0-01-25-240-001-036	B	Office Supplies & Equipment	R	08/20/20	09/03/20		3454334077	N
4	HPD OFFICE SUPPLIES	37.32	T-12-56-286-000-850	B	STORM RECOVERY SNOW,STORM, OTHER	R	08/20/20	09/03/20		3454334077	N
5	HPD OFFICE SUPPLIES	8.74	0-01-25-240-001-036	B	Office Supplies & Equipment	R	08/20/20	09/03/20		3454334077	N
		72.40									
Vendor Total:		430.63									
S0250 STATE OF NJ - SFWTR											
20-01045 08/26/20 2ND QTR '20 WATER TAX UNDERPAY											
1	2ND QTR '20 WATER TAX UNDERPAY	61.64	0-09-55-501-001-525	B	Public Water Tax	R	08/26/20	09/03/20		BAL 2ND QTR 20	N
Vendor Total:		61.64									
STATE005 STATEWIDE INSURANCE FUND											
20-01008 08/18/20 DEDUCTIBLE RECOVERY VITALE BAL											
1	SIR REIMBURSEMENT VITALE, C	7,931.40	0-01-20-155-001-033	B	Litigation	R	08/18/20	09/03/20		KY19K2224431-2	N
Vendor Total:		7,931.40									
S0375 STEVENSON SUPPLY CO.											
20-00986 08/12/20 FERNO 6 X 4 CLAY TO CI											
1	FERNO 6 X 4 CLAY TO CI	220.18	0-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	08/12/20	09/03/20		614997	N
Vendor Total:		220.18									
TAHJL005 TAHJ LINTON											
20-01060 08/27/20 IMPACT THEATRE 10 WKS 2020											
1	IMPACT THEATRE 10 WKS 2020	500.00	T-12-56-286-000-885	B	CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	08/27/20	09/03/20		2020	N
Vendor Total:		500.00									

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
TARAM005 TARA MISIURA										
20-01057	08/27/20	PYMT 2 PRODUCTION ASSISTANT								
1 PYMT 2 PRODUCTION ASSISTANT	75.00	T-12-56-286-000-885	B	CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	08/27/20	09/03/20		SUMMER 2020-2	N
Vendor Total:	75.00									
T0060 TOWNSHIP OF ROBBINSVILLE										
20-01048	08/26/20	3RD QTR 2020 EMS SHARED SVCS								
1 3RD QTR 2020 EMS SHARED SVCS	10,000.00	0-01-43-514-001-169	B	Emerg. Medical Serv.-Robbinsville	R	08/26/20	09/03/20		3RD QTR EMS2020	N
Vendor Total:	10,000.00									
T0061 TOWNSHIP OF ROBBINSVILLE DPW										
20-00944	08/10/20	HPD VEHICLE MAINTENANCE								
1 HPD VEHICLE MAINTENANCE	294.13	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3772	N
2 HPD VEHICLE MAINTENANCE	209.85	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3773	N
3 HPD VEHICLE MAINTENANCE	92.49	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3772	N
4 HPD VEHICLE MAINTENANCE	521.78	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3774	N
5 HPD VEHICLE MAINTENANCE	271.53	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3772	N
6 HPD VEHICLE MAINTENANCE	92.49	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3772	N
7 HPD VEHICLE MAINTENANCE	114.24	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3774	N
8 HPD VEHICLE MAINTENANCE	92.49	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3772	N
9 HPD VEHICLE MAINTENANCE	112.48	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3888	N
10 HPD VEHICLE MAINTENANCE	517.28	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3888	N
11 HPD VEHICLE MAINTENANCE	249.98	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3888	N
12 HPD VEHICLE MAINTENANCE	264.90	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3888	N
13 HPD VEHICLE MAINTENANCE	112.75	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3888	N
14 HPD VEHICLE MAINTENANCE	407.51	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3774	N
15 HPD VEHICLE MAINTENANCE	192.37	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3773	N
16 HPD VEHICLE MAINTENANCE	128.19	0-01-43-515-001-170	B	Mechanic Services	R	08/10/20	09/03/20		3772	N
	3,674.46									
Vendor Total:	3,674.46									
U0144 UPS										
20-01054	08/27/20	ST TOX LAB & TUNINGSWORLD								
1 INV 0000161Y33330 ST TOX LAB	5.66	0-01-30-421-001-022	B	Postage & Express Charges	R	08/27/20	09/03/20		0000161Y33330	N

[illegible]

Total Purchase Orders:	101	Total P.O. Line Items:	251	Total List Amount:	166,152.13	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	86,369.69	0.00	86,369.69	0.00	0.00	0.00	86,369.69
	0-09	26,999.69	0.00	26,999.69	0.00	0.00	0.00	26,999.69
	0-21	0.00	0.00	0.00	0.00	0.00	17,522.21	17,522.21
Year Total:		113,369.38	0.00	113,369.38	0.00	0.00	17,522.21	130,891.59
GENERAL CAPITAL	C-04	23,506.50	0.00	23,506.50	0.00	0.00	0.00	23,506.50
WATER/SEWER CAPITAL	C-08	4,597.25	0.00	4,597.25	0.00	0.00	0.00	4,597.25
Year Total:		28,103.75	0.00	28,103.75	0.00	0.00	0.00	28,103.75
	G-02	2,430.00	0.00	2,430.00	0.00	0.00	0.00	2,430.00
TRUST OTHER - FUND #12	T-12	4,726.79	0.00	4,726.79	0.00	0.00	0.00	4,726.79
Total Of All Funds:		148,629.92	0.00	148,629.92	0.00	0.00	17,522.21	166,152.13

Project Description	Project No.	Rcvd Total	Held Total	Project Total
SITE PLAN	2019-02	445.28	0.00	445.28
MINOR SUBDIVISION	2019-03	944.00	0.00	944.00
Pre-Planning Review	3PRCLLC	15,640.00	0.00	15,640.00
WINDSOR PROPERTY ASSOC., LLC	WIND1601	492.93	0.00	492.93
Total of All Projects:		<u>17,522.21</u>	<u>0.00</u>	<u>17,522.21</u>

Resolution 2020-170

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

RESOLUTION CONFIRMING PROSECUTOR

WHEREAS, Pursuant to Resolution 2020-152, adopted by Council on August 2, 2020, Hightstown Borough entered into a Shared Services Agreement with Robbinsville Township which in which both municipalities share Court employees.

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

Prosecutor

John W. Hartmann

December 31, 2020

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2020-171

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

RESOLUTION CONFIRMING PUBLIC DEFENDER

WHEREAS, Pursuant to Resolution 2020-152, adopted by Council on August 2, 2020, Hightstown Borough entered into a Shared Services Agreement with Robbinsville Township which in which both municipalities share Court employees.

BE IT RESOLVED that the following appointments are hereby confirmed by the Mayor and Council of the Borough of Hightstown:

Public Defenders

Christopher K Koutsouris	December 31, 2020
Patrick Varga	December 31, 2020
Timothy McNichols	December 31, 2020
Kelsey Anthony-McGuckin	December 31, 2020
Robert E Ulaky	December 31, 2020

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret M. Riggio
Deputy Borough Clerk

Resolution 2020-172

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

**AUTHORIZING PAYMENT NO. 12 - THE MUSIAL GROUP, P.A.
(ARCHITECTURAL AND CONTRACT ADMINISTRATION SERVICES FOR
MUNICIPAL FACILITIES LOCATED AT 230 MERCER STREET)**

WHEREAS, Resolution 2019-44, appointed the Musial Group as Architect and Contract Administrator for the municipal facilities project located at 230 Mercer Street; and

WHEREAS, Resolution 2019-44 also authorized concept design at a cost not to exceed \$40,000; and

WHEREAS, Resolution 2019-115, adopted on June 3, 2019, authorized the remainder of the project at a total cost not to exceed \$459,895.00; and

WHEREAS, Resolution 2020-40, adopted on January 21, 2020, amended the contract to not exceed \$472,895.00 without further authorization of the Governing Body; and

WHEREAS, Resolution 2020-153, adopted on August 3, 2020, amended the contract to not exceed \$511,995.00 without further authorization of the Governing Body; and

WHEREAS, the architect has submitted payment request No. 12 for professional services for March 15, 2020 – August 29, 2020 in the total amount of \$6,288.88; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the payment request to The Musial Group, P.A. of Mountainside, New Jersey in the amount of \$6,288.88, is hereby approved as detailed herein, and the CFO is authorized to issue same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Invoice

THE MUSIAL GROUP, p.a.

architecture - planning - interior design
191 Mill Lane
Mountainside, New Jersey 07092
908.232.2860 ext. 241

August 31, 2020
Project No: 118719.00
Invoice No: 12

Borough of Hightstown
156 Bank Street
Hightstown NJ 08520
Attn.: Debra Sopronyi
Borough Clerk / Administrator

Project: 118719.00 MUNICIPAL BUILDING, POLICE HEADQUARTERS & POLICE SUBSTATION

Professional services from March 15, 2020 to August 29, 2020

Fee

Phase	Fee	Percent Complete	Earned	Current
BASE BID: MUNICIPAL BUILDING				
CONCEPT DESIGN	10,500.00	100.00	10,500.00	0.00
SCHEMATIC DESIGN	29,984.00	100.00	29,984.00	0.00
DESIGN DEVELOPMENT	44,925.00	100.00	44,925.00	0.00
CONSTRUCTION DOCUMENTS	71,094.00	4.00	2,843.76	2,843.76
BIDDING	7,441.00	0.00	0.00	0.00
CONSTRUCTION ADMIN.	41,000.00	0.00	0.00	0.00
ALTERNATE #2 FEE: POLICE HEADQUARTERS				
CONCEPT DESIGN	13,600.00	100.00	13,600.00	0.00
SCHEMATIC DESIGN	37,650.00	100.00	37,650.00	0.00
DESIGN DEVELOPMENT	65,117.00	100.00	65,117.00	0.00
CONSTRUCTION DOCUMENTS	86,128.00	4.00	3,445.12	3,445.12
BIDDING	7,219.00	0.00	0.00	0.00
CONSTRUCTION ADMIN.	45,237.00	0.00	0.00	0.00
ADDITIONAL FEE POLICE SUB STATION				
CONCEPT	13,000.00	100.00	13,000.00	0.00
ADDITIONAL SUBSTATION DESIGN	39,100.00	0.00	0.00	0.00
Total Fee	511,995.00	Total Earned	221,064.88	
		Previous Fee	214,776.00	
		Current Fee Billing	6,288.88	
		Total Fee		6,288.88

Total this invoice \$6,288.88

Billings to date

	Current	Prior	Total
Fee	6,288.88	214,776.00	221,064.88
Totals	6,288.88	214,776.00	221,064.88

Resolution 2020-173

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

AUTHORIZING AN AMENDMENT TO THE CONTRACT FOR CALCIUM HYPOCHLORITE – GEORGE S. COYNE CHEMICAL, CO., INC.

WHEREAS, Resolution 2018-225 awarded a two-year contract for Calcium Hypochlorite to George S. Coyne Chemical Co, Inc. of Croydon, Pennsylvania; and

WHEREAS, this contract was not to exceed \$2,233.84 without further authorization from Council; and,

WHEREAS, Resolution 2020-53, adopted on February 18, 2020, amended the contract to an amount not to exceed \$3,733.84; and

WHEREAS, it has been found that additional funds in the amount of \$454.61 will be necessary to complete the contract through December 31, 2020; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the agreement George S. Coyne Chemical, Co., Inc. of Croydon, Pennsylvania be amended to not exceed \$4,188.45.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-174

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

AUTHORIZING REFUND OF A DEPOSIT FOR A TEMPORARY HYDRANT WATER ACCOUNT

WHEREAS, Topline Construction, 22 Fifth Street, Somerville, NJ 08876, placed a deposit for a temporary hydrant water account; and

WHEREAS, the account has been closed with a remaining deposit balance of \$500.00; and

WHEREAS, the Tax, Water/Sewer Collector has requested that said deposit balance be refunded in the amount of \$500.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and CFO are hereby authorized to issue a refund in the amount of \$500.00 to Topline Construction, 22 Fifth Street, Somerville, NJ 08876, representing the remaining deposit balance on a closed temporary hydrant water account as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-175

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

AUTHORIZING REFUND OF A DEPOSIT FOR TEMPORARY DISCHARGE OF TREATED GROUNDWATER TO SANITARY SEWER

WHEREAS, Lisko Environmental, 1300 Main Street, PO Box 083, Belmar, NJ 07719, placed a deposit for temporary to sanitary sewer account; and

WHEREAS, the project has been canceled due to insufficient ground water leaving the account with a remaining deposit balance of \$2,500.00; and

WHEREAS, the Superintendent of the AWWTP has requested that said deposit balance be refunded in the amount of \$2,500.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Utility Collector and CFO are hereby authorized to issue a refund in the amount of \$2,500.00 to Lisko Environmental, 1300 Main Street, PO Box 083, Belmar, NJ 07719, representing the deposit balance on a closed temporary sanitary sewer account as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-176

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

AUTHORIZING REFUND OF TAX OVERPAYMENT – 9 HAGEMOUNT AVENUE

WHEREAS, an overpayment of 2020 taxes were made for Block 7/Lot 96, 9 Hagemount Avenue in the amount of \$2,386.93, by the mortgage company; and

WHEREAS, the property owner is a 100% disabled vet and tax-exempt; and

WHEREAS, the mortgage company, CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760 has requested that a refund be issued for the overpayment in the amount of \$2,386.93; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$2,386.93.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and Finance Officer are hereby authorized to issue a refund in the amount of \$2,386.93 to CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760, representing the tax overpayment as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-177

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

AUTHORIZING REFUND OF TAX OVERPAYMENT – 105 OAK LANE

WHEREAS, an overpayment of 2019 taxes were made for Block 7/Lot 15, 105 Oak Lane in the amount of \$5,916.75, by the mortgage company; and

WHEREAS, the property owner is a 100% disabled vet and tax-exempt; and

WHEREAS, the mortgage company, CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760 has requested that a refund be issued for the overpayment in the amount of \$5,916.75; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$5,916.75.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and Finance Officer are hereby authorized to issue a refund in the amount of \$5,916.75 to CoreLogic Tax Services, Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760, representing the tax overpayment as set forth herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-178

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

RECOGNIZING AND SUPPORTING NATIONAL BIKE MONTH

WHEREAS, September, 2020 is designated National Bike Month by the League of American Bicyclists; and

WHEREAS, biking has proven physical and mental health benefits; and

WHEREAS, whether riding for fun, fitness, or taking essential trips to work or shop, you are part of a movement for safer streets, connected communities, a healthier planet, and happier people; and

WHEREAS, 40% of all trips in the U.S. are less than two miles, making bicycling a feasible and fun way to get to get around; and

WHEREAS, across Greater Philadelphia, advocates and organizations will celebrate Bike Month and Bike-to-Work Week September 21-27.

WHEREAS, DVRPC encourages you to replace a car trip with a bicycle, if possible.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown recognize September 2020 as National Bike Month and September 21 – 17 as Bike-to-Work week and encourage Borough residents to give biking a try and see all the benefits biking has to offer.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Resolution 2020-179

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	117,500.00	2,235,726.00	2,353,226.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	75,000.00	1,169,015.00	1,244,015.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	192,500.00	3,404,741.00	3,597,241.00

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 September 8, 2020.

Margaret Riggio
Deputy Borough Clerk

Borough of Hightstown		
Emergency Temporary		
9/7/2020		
Current Fund		
Mayor and Council		
Salaries and Wages		1,000.00
Municipal Clerk		
Salaries and Wages		8,000.00
Other Expenses		1,500.00
Financial Administration		
Salaries and Wages		8,000.00
Data Processing		
Other Expenses		7,000.00
Tax Collector		
Salaries and Wages		3,000.00
Planning Board		
Salaries and Wages		1,000.00
Group Insurance		
Other Expenses		40,000.00
Municipal Court		
Salaries and Wages		3,000.00
Fire Department		
Other Expenses		2,000.00
Sanitation/Solid Waste		
Salaries and Wages		5,000.00
Parks and Recreation		
Salaries and Wages		3,000.00
Recycling		
Other Expenses		7,000.00
Maintenance of Parks		
Salaries and Wages		1,000.00
Construction Code		
Salaries and Wages		5,000.00
Telephone		4,000.00
Electricity		5,000.00
Street Lighting		5,000.00
Gasoline		2,000.00
Social Security		6,000.00
		117,500.00
Water-Sewer Utility Fund		
Other Expense		50,000.00
Social Security		15,000.00
Bond Interest		10,000.00

Total Water-Sewer Utility		75,000.00
		192,500.00



Borough of Hightstown

156 Bank Street, Hightstown, NJ 08520
(609) 490-5100 Fax: (609) 371-0267

Website: www.hightstownborough.com

Date

Dear Resident:

The fall season is quickly coming upon us with many changes in the recent past and in the future due to the current pandemic. Over the course of 2020, Borough Officials have made every attempt to keep our residents and community safe while reducing the risk of the spread of COVID-19. In response to the pandemic, and the safety measures that are needed to prevent the spread of the virus, the Borough has cancelled many Borough events.

While Halloween is a highly celebrated holiday in the Borough, this too will require change in 2020. The Borough will not be closing Stockton Street or providing detours for traffic; nor will the Hightstown Police be present to hand out glow sticks and mingle with the community. Hightstown is taking these measures to prevent the large crowd from gathering which attends this trick-or-treat event. In the interest of cooperation, the Borough is encouraging residents to be more reserved in their Halloween celebration this year and do not hand out candy or invite trick-or-treaters to their doors. It is hoped that residents will find a safer and healthier way to celebrate with their families during this uncertain time for the safety of the community.

We appreciate your cooperation and look forward to resuming this event in 2021.

Sincerely,

Lawrence D. Quattrone
Mayor

Resolution 2020-180

*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 September 8, 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
Attorney Client Privilege

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 December 8, 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 September 8, 2020.

Margaret Riggio
Deputy Borough Clerk