

Agenda
Hightstown Borough Council
May 17, 2021
6:30 PM – Public Session

[www.zoom.com](https://us02web.zoom.us/j/81588242600?pwd=d0RyVmhzZllrZWJveTR2OG1tVUttQT09)

Meeting ID: 815 8824 2600

Passcode: 32PUcQ

<https://us02web.zoom.us/j/81588242600?pwd=d0RyVmhzZllrZWJveTR2OG1tVUttQT09>

(929)205-6099

Meeting ID: 815 8824 2600#

Participant code #

Passcode: 574223#

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's website.

Roll Call

Flag Salute

Approval of the Agenda

Minutes

April 19, 2021 – Public Session
April 19, 2021 – Executive Session
May 3, 2021 – Public Session
May 3, 2021 – Executive Session

Presentation

OEM COVID Update

Engineering Items

NJDOT Municipal Aid Grant Recommendation
Improvements to Railroad Avenue and Dey Street
Bond Ordinance for Bennett, Hauser and Prospect Project

Public Comment

Any person wishing to address Council with his or her comments will have a maximum of three minutes to do so at this time.

Ordinances

2021-06 Final Reading and Public Hearing – An Ordinance Prohibiting the Operation of Any Class of Cannabis Businesses within the Geographical Boundaries of the Borough of Hightstown in Mercer County, New Jersey, and Amending and Supplementing Chapter 28, Entitles “Zoning,” of the Revised General Ordinances of the Borough, In Order to Establish a New Section Thereof to be Known as Section 28-12, Entitled “Cannabis.”

2021-07 First Reading and Introduction – An Ordinance Amending and Supplementing Chapter 4, Entitled “Licensing,” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” Relating to Peddlers, Solicitors and Canvassers

Resolutions

2021-078 Authorizing Payment of Bills

Consent Agenda

2021-079 Resolution of the Borough of Hightstown in the County of Mercer, New Jersey, Determining the Form and Other Details of Its “Note Relating to the Construction of Financial Loan Program of the New Jersey Infrastructure Bank”, To be Issued in the Principal Amount of up to \$1,435,000, and Providing for the Issuance and Sale of Such Note to the New Jersey Infrastructure Bank, and Authorizing the Execution and Delivery of Such Note by the Borough in Favor of the New Jersey Infrastructure Bank, All Pursuant to the New Jersey Infrastructure Bank Construction Financing Loan Program

2021-080 Making and Confirming Appointments to the Hightstown Borough Environmental Commission

2021-081 Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2021 Budget

New Business

Old Business

Re-scheduling of Budget Meetings

Subcommittee Reports

Mayor/Council/Administrative Reports

Adjournment

Meeting Minutes
Hightstown Borough Council
April 19, 2021
6:30 p.m.

The meeting was called to order by Mayor Quattrone at 6:33 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 www.zoom.com.

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Susan Bluth</i>	✓	
<i>Councilmember Joseph Cicalese</i>	✓	
<i>Councilmember Cristina Fowler</i>	✓	
<i>Councilmember Joshua Jackson</i>		✓
<i>Councilmember Steven Misiura</i>	✓	
<i>Councilmember Dimitri Musing</i>	✓	
<i>Mayor Lawrence Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator; Carmela Roberts, Borough Engineer and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Mayor Quattrone requested that an Executive Session be added to the end of the meeting. Deputy Clerk, Peggy Riggio, added Resolution 2021-071 after Mayor/Council/Administrative Reports.

Moved as amended by Councilmember Misiura; Seconded by Councilmember Fowler.

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

Agenda approved as amended 5-0.

APPROVAL OF MINUTES

March 1, 2021 – Public Session

Moved by Councilmember Musing; Seconded by Council President Bluth.

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

Minutes approved 5-0.

March 1, 2021 – Executive Session

Moved by Council President Bluth; Seconded by Councilmember Misiura.

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

Minutes approved 5-0.

PRESENTATIONS

Sydney Hopkins – Girl Scout Gold Project

Sydney is a sophomore at Hightstown High School. She presented a project for her Girl Scouts Gold Project. The project is for 2 little libraries. One at Association Park and one at the Methodist Church. Parks and Rec and HPC have approved the project. She is currently working with Zoning Official, George Chin, for the size of the library. The idea is that people can borrow and donate books. Council thought this was an outstanding project and congratulated Sydney on her Gold Award.

Councilmember Musing moved to approve this project; Councilmember Fowler seconded.

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

Sydney Hopkins – Girl Scout Gold Project – Approved 5-0.

ENGINEERING ITEMS

Proposed Additional Improvements to Schuyler Avenue

Borough Engineer, Carmela Roberts, reviewed her letter to Council dated April 12, 2021. The awarded bid for this project came in \$92,654.97 below the engineer's estimate. She is now proposing improvements that will include new sidewalk and curb on the north side of Schuyler Avenue, needed curb replacement on the south side, curb ramps at all corners, pavement milling and overlay, signage replacement, and striping. These improvements are estimated to cost an additional \$56,000.00. She is for an approval to prepare a change order for this contract. Water is already incorporated into overall contract price.

Councilmember Misiura stated that Schuyler Avenue and Orchard are on the list of roads that need improvement and we would be completing this project at some point in the near future. He supports this project. Complete Streets has not discussed this; but he can say with pretty good confidence that they would support this.

Councilmember Fowler stated that doing this work in the larger project is getting us a much better price than if we did it in a year or so on its own. She supports this change.

Councilmember Cicalese moved to approve the preparation of the change order; Seconded by Councilmember Fowler.

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

Preparation of change order approved 5-9.

Ms. Roberts left the meeting at this time.

PUBLIC COMMENT I

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

Eugene Sarafin, 628 South Main Street - Questioned the Cannabis discussion tonight. Stated that there are not many places in town that are 1,000 feet from a school. Where would be put these types of businesses? Council will need to study the impact of our policing if this type of business is allowed in town.

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

RESOLUTIONS

Resolution 2021-064 Authorizing Payment of Bills

Moved by Council President Bluth; Seconded by Councilmember Cicalese.

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

Resolution adopted 5-0.

Resolution 2021-064

*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 \$1,476,678.22 from the following accounts:

Current		\$1,235,093.77
W/S Operating		184,298.85
General Capital		40,225.49
Water/Sewer Capital		7,230.50
Grant		0.00
Trust		3,600.00
Unemployment Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		0.00
Escrow		<u>6,229.61</u>
Total		<u>\$1,476,678.22</u>

Resolution 2021-065 Proclaiming Hightstown Volunteer Appreciation Week and Recognizing, Honoring and Thanking Hightstown's Volunteers

Moved by Councilmember Misiura; Seconded by Councilmember Fowler.

Council thanked all of our volunteers and stated that they are a crucial part of our town. We are lucky to have residents who help make the town what it is.

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

Resolution adopted 5-0.

Resolution 2021-065

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

**PROCLAIMING HIGHTSTOWN VOLUNTEER APPRECIATION WEEK AND
RECOGNIZING, HONORING AND THANKING HIGHTSTOWN'S VOLUNTEERS**

WHEREAS, the week of April 18 – 24, 2021 has been proclaimed National Volunteer Week to recognize and celebrate the efforts of volunteers at the local, state, and national levels; and

WHEREAS, the Borough of Hightstown and its residents have benefited greatly from hundreds of

volunteers who each year give tirelessly and selflessly to the service of others; and

WHEREAS, volunteerism strengthens communities, improves society, and enhances the overall quality of life for all citizens; and

WHEREAS, volunteering changes the lives of volunteers in a positive way, increasing self-confidence, self-esteem and physical wellbeing; offering the chance to meet new friends and associates; and providing opportunities to learn new skills and abilities; and

WHEREAS, the Hightstown Borough Mayor and Council wish to acknowledge and thank its volunteers for their dedication and tireless efforts.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown hereby proclaims the week of April 18 – 24, 2021, as Hightstown Volunteer Week and expresses its sincere appreciation and gratitude for the dedication and untiring efforts of all those who volunteer to help make our community a better place to live and work.

Resolution 2021-066 A Resolution Authorizing the Borough of Hightstown to Acquire an Easement for Temporary Construction Over a Portion of Certain Real Property Located within the Borough, in Order to Facilitate the Construction of Certain Improvements

Moved by Councilmember Cicalese; Seconded by Councilmember Misiura.

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

Resolution adopted 5-0.

Resolution 2021-066

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

**A RESOLUTION AUTHORIZING THE BOROUGH OF HIGHTSTOWN
TO ACQUIRE AN EASEMENT FOR TEMPORARY CONSTRUCTION OVER
A PORTION OF CERTAIN REAL PROPERTY LOCATED WITHIN
THE BOROUGH, IN ORDER TO FACILITATE THE
CONSTRUCTION OF CERTAIN IMPROVEMENTS.**

WHEREAS, Matthew A. Gorajek And Pamela M. Gorajek, his wife, are the owners of certain real property located at 8 Spruce Court in the Borough of Hightstown, County of Mercer, State of New Jersey, which property is more commonly known and designated as Block 62, Lot 31 on the Hightstown Borough Tax Map (hereinafter referred to as the “property”); and

WHEREAS, the Borough is undertaking a public project involving the construction of improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive, and Schuyler Avenue within the Borough (hereinafter referred to as the “project”); and

WHEREAS, in order to facilitate the project, it will be necessary for the Borough to acquire an easement for temporary construction over a portion of the property; and

WHEREAS, said easement is intended to be temporary in nature and shall endure during the period of construction of the project (only); and

WHEREAS, the terms and conditions associated with this undertaking are set forth in the attached Deed of Easement for Temporary Construction; and

WHEREAS, the Mayor and Council have determined that it would be in the best interests of the health, safety and welfare of the residents of the Borough, and the general public, to move forward to acquire said temporary construction easement over a portion of the property (as set forth in the attached) in order to facilitate the project; and

WHEREAS, the Mayor and Council therefore wish to authorize the Mayor to execute and the Municipal Clerk to attest the attached Deed of Easement for Temporary Construction.

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

1. That the Borough hereby authorizes the acquisition of a temporary construction easement over a portion of the property (as set forth in the attached) in order to facilitate the project, in accordance with the terms and conditions set forth in the attached.
2. That the Mayor is hereby authorized to execute, and the Municipal Clerk to attest, the attached Deed of Easement for Temporary Construction on behalf of the Borough.
3. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Debra L. Sopronyi, Borough Administrator/Clerk;
 - b. Carmela Roberts, P.E.; and
 - c. Frederick C. Raffetto, Esq., Borough Attorney.

CONSENT AGENDA

Councilmember Fowler moved Resolutions 2021-067; 2021-068; 2021-069; 2021-070 as a Consent Agenda; Councilmember Cicalese seconded.

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

Resolutions adopted 5-0.

Resolution 2021-067

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

ACCEPTING MEMBERSHIP OF ALEXANDRIA WEINBERG IN HIGHTSTOWN ENGINE CO. NO. 1

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

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

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

the membership of Alexandria Weinberg 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 2021-068

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

**A RESOLUTION AUTHORIZING A PARTIAL WAIVER OF CERTAIN FEES FOR
USE OF OFF-DUTY POLICE OFFICERS – SAFE ROUTES TO SCHOOL
IMPROVEMENTS TO STOCKTON STREET & JOSEPH STREET**

WHEREAS, the Borough is currently undertaking a public improvement project known as “Safe Routes to School Improvements to Stockton Street & Joseph Street”; and

WHEREAS, in connection with said project, it is necessary for the contractor, Earle Asphalt Company, to secure police coverage for traffic control through the Borough’s third-party vendor; and

WHEREAS, pursuant to Hightstown Borough Code Chapter 2, Subsection 2-19.19, an administrative fee of \$15 per hour and a use of police vehicle fee of \$20 per hour shall be charged in addition to the officer’s hourly rate as determined by the negotiations bargaining agreement between the Borough and FOP; and

WHEREAS, the Borough wishes to waive the administrative and use of police vehicle fees for this public improvement project; and

WHEREAS, the contractor, is still required to schedule all police coverage for traffic control through the Borough’s third-party vendor and pay all other applicable fees including the officer’s hourly rate.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that certain fees associated with the use of off-duty officers for the “Safe Routes to School Improvements to Stockton Street & Joseph Street” be waived as detailed herein.

Resolution 2021-069

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

**ESTABLISHING REVISED RATE SCHEDULE FOR COLLECTION OF GARBAGE
FROM CERTAIN LICENSED RETAIL FOOD ESTABLISHMENTS**

WHEREAS, Section 18-1 of the *Revised General Ordinances of the Borough of Hightstown* provides that:

Licensed food establishments located in Block 23 or Block 33 of the Borough of Hightstown shall be permitted to utilize municipal garbage dumpsters located in the Stockton Street parking lot, provided that a written agreement is entered into between the Borough and the licensed retail food establishment, and that the food establishment pays a share of the Borough’s cost for the provision of such service. A schedule of fees shall be established by Resolution of the Borough Council for services provided under this subsection, and shall be updated as necessary in order to ensure the fair distribution of costs among the users.

; and

WHEREAS, the Code Enforcement Official and the Borough Administrator have reviewed the fee schedule and have recommended that it be updated to reflect current usage;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that, effective January 1, 2021, the following rates shall apply for use of said garbage dumpsters:

Mannino's Pizza	\$125 per month
Holy Wong	\$130 per month
Shop for Less.....	\$50 per month
Guatepan Bakery.....	\$80 per month
Antojitos Ecuatorianos	\$80 per month
Morgan's Island Grill.....	\$125 per month
TacoRito.....	\$125 per month
12 Farms Restaurant.....	\$125 per month
Four Boys Icecream	\$80 per month

and that these rates shall remain in effect until such time as they are modified by further Resolution of Council.

Resolution 2021-070

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
PRIOR TO ADOPTION OF THE 2021 BUDGET**

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2021 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 2021 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	779,097.00	106,400.00	885,497.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	232,966.00	175,000.00	407,966.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	1,012,063.00	281,400.00	1,293,463.00

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 2021 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.

4.

Borough of Hightstown
Emergency Temporary No. 2
4/19/2021

Schedule "A"

Current Fund

Mayor and Council	Salaries and Wages	2,000.00
Municipal Clerk	Salaries and Wages	15,000.00
Financial Administration	Salaries and Wages	10,000.00
Data Processing	Other Expenses	10,000.00
Collection of Taxes	Salaries and Wages	8,000.00
Collection of Taxes	Other Expenses	2,000.00
Municipal Court	Salaries and Wages	4,000.00
Police	Salaries and Wages	100,000.00
Police	Other Expenses	10,000.00
Fire Department	Other Expenses	10,000.00
Uniform Fire Safety Act	Salaries and Wages	2,000.00
Streets and Roads	Other Expenses	10,000.00
Sanitation	Salaries and Wages	15,000.00
Board of Health	Salaries and Wages	9,000.00
Environmental Commission	Other Expenses	700.00
Police and Firemen's Retirement System	Other Expenses	398,747.00
Public Employee's Retirement System	Other Expenses	172,650.00
Total Current Fund		<u>779,097.00</u>

Water-Sewer Operating Fund

Salaries and Wages	75,000.00
Other Expenses	50,000.00
Social Security	15,000.00
Public Employee's Retirement System	<u>92,966.00</u>
Total Water Sewer Operating	<u>232,966.00</u>

Total	<u><u>1,012,063.00</u></u>
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NEW BUSINESS

Budget Meeting Dates

Discussion ensued regarding budget workshop dates. Council and CFO, George Lang, agreed on the dates of May 6th and May 12th for budget workshop meetings. Both meetings will begin at 6:30 p.m. and take place via www.zoom.com. The May 6th meeting will discuss the budgets of Water, Sewer, Fire and First Aid.

Cannabis

Councilmember Fowler stated that she attended the League workshop recently. There has been some question regarding the interpretation of opting out and if/when you a municipality can opt back in. There are many more questions that need to be answered. She agrees with forming a subcommittee to thoroughly investigate the impact this could have on the Borough.

Mayor Quattrone appointed Councilmembers Fowler, Jackson and Musing to serve as the subcommittee and bring a recommendation to Council.

Borough Administrator Sopronyi stated that she has already been contacted by 2 individuals to open a dispensary in town.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Cicalese

Parks & Rec - They had some concerns about the building in Rocky Brook Park. He commended the office and public works. An email was sent on Monday; within a day or two DPW had the building secured. He is helping Parks and Rec understand the protocol with getting things done. Communication is key. Jim Sidelinger will be calling into the next meeting to help them navigate Covid protocols for upcoming events.

Board of Health - We now have a vulnerable population outreach officer. This position covers all the health concerns of the Borough. Not just Covid vaccinations. This position is being paid for by a grant the West Windsor Health Department received. The Health Department is administering the Moderna vaccines and are working to get people back for their second shot.

Councilmember Misiura

Complete Street Committee - May is Bicycle Month. They are partnering with greater TMA for the May 15th bike event at the brewery. Greater TMA will be handing out safety tip cards and working with the Police Department to give them out. Greater TMA is working on a traffic and speed monitoring program. They will provide the Borough with a digital speed sign that will collect data. The sign can be moved, and it will be moved to several locations throughout the Borough.

Rug Mill - We will be meeting with PRC. They are getting their approvals from DEP. Right now, they are working through some internal issues. He will have a more complete update at the next meeting.

First Aid - Will have a meeting this week. He will have a report next meeting. He is arranging to meet with the Water and Sewer departments.

Councilmember Fowler

Downtown Hightstown - The Historical Society will be having walking tours this summer; June 10 and July 15. The number of people in each tour will be less because of Covid protocols. Cappy Stults will be the tour guide once again. Businesses will piggyback events on the June 10th date.

Environmental Commission - The stream cleanup had 43 people volunteer and they planted a sunset maple tree in Association Park. Special thanks to DPW and the Environmental Commission. This year marks the 10th anniversary of Hightstown being park of Tree City USA.

Councilmember Musing

Welcomed Mayor Quattrone back.

Council President Bluth

Cultural Arts Commission - Will be meeting tomorrow night. Would like to express her deep thanks and appreciation to Peggy and Debbie for their help the past few months while she was filling in for Mayor Quattrone.

Borough Administrator/Clerk, Debra Sopronyi

Thanked Council President Bluth for filling in while Mayor Quattrone was out.

Deputy Clerk, Peggy Riggio

Elections - Petitions have been received for the June Primary. Petitions for the Democrats, Susan Bluth and Dimitri Musing. No petitions were received for the Republicans.

EXECUTIVE SESSION

Resolution 2021-071 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Musing; Seconded by Councilmember Misiura.

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

Resolution adopted 5-0.

Resolution 2021-071

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

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on April 19, 2021, via www.zoom.com, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Contract Negotiations – Police/Court Facilities

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public July 19, 2021, or when the need for confidentiality no longer exists.

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

Councilmember Musing moved to adjourn to executive session at 7:46 p.m.; Councilmember Fowler seconded. All ayes.

Council reconvened into Public Session at 8:14 p.m.

ADJOURNMENT

Moved by Councilmember Fowler at 8:15 p.m.; Seconded by Councilmember Cicalese. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

Meeting Minutes
Hightstown Borough Council
May 3, 2021
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 www.zoom.com.

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Susan Bluth</i>	✓	
<i>Councilmember Joseph Cicalese</i>	✓	
<i>Councilmember Cristina Fowler</i>	✓	
<i>Councilmember Joshua Jackson</i>	✓	
<i>Councilmember Steven Misiura</i>	✓	
<i>Councilmember Dimitri Musing</i>	✓	
<i>Mayor Lawrence Quattrone</i>	✓	

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

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Musing requested to amend the agenda by adding an Executive Session to discuss Attorney Client Privilege. Council President Bluth requested to add Resolution 2021-076 A Resolution Acknowledging Continued Participation in the Home Investment Partnership Program Consortium with the County of Mercer.

Moved as amended by Councilmember Musing; Seconded by Councilmember Fowler.

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

Agenda approved as amended 6-0.

APPROVAL OF MINUTES

March 15, 2021 – Public Session

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

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

Minutes approved 6-0.

March 15, 2021 – Executive Session

Moved by Councilmember Fowler; Seconded by Councilmember Cicalese.

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

Minutes approved 6-0.

March 25, 2021 – Special Meeting Public Session

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Misiura and Musing voted yes; Councilmember Jackson abstained.

Minutes approved 5-0 with 1 abstention.

March 25, 2021 – Special Meeting Executive Session

Moved by Councilmember Misiura; Seconded by Councilmember Fowler.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Misiura and Musing voted yes; Councilmember Jackson abstained.

Minutes approved 5-0 with 1 abstention.

April 5, 2021 – Public Session

Moved by Council President Bluth; Seconded by Councilmember Cicalese.

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

Minutes approved 6-0.

April 5, 2021 – Executive Session

Moved by Council President Bluth; Seconded by Councilmember Cicalese.

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

Minutes approved 6-0.

PUBLIC COMMENT

Mayor Quattrone opened public comment and the following individuals spoke:

Tori Watkins, 68 Meadow Drive - Welcomed the Mayor back. Spoke regarding Ordinance 2021-06. Believes that this needs to be presented to Planning Board before it can be introduced. He also believes that Council should be getting a lot of input from the public before this is introduced. He believes that this should be tabled until Council receives public input.

Eugene Sarafin, 628 South Main Street - Questioned what the Executive Session would be discussing. Deputy Clerk, Peggy Riggio, explained it was Attorney Client Privilege. He went on to talk about states limiting voter rights. Council needs to stand up for our democracy; it needs to start at the local levels.

John Laudenberger, 301 Grant Avenue - Read the following statement: *"My name is John Laudenberger. I live at 301 Grant Ave. I am currently serving on the Hightstown Planning Board. I would like to address the council regarding the Ordinance Prohibiting the Operation of Any Class of Cannabis Businesses within Hightstown. I see that passing this Prohibition Ordinance will do nothing but miss an opportunity for Hightstown to generate tax revenue and create local jobs. What I understand as the council's main concern and immediate goal with this ordinance is that it is a response to the state's August 21st deadline of opting in or opting out of a 5 year commitment, and that by opting out at this moment the council can essentially open the window so as to make a more informed decision based on what a subcommittee finds or how they see the industry playing out in other municipalities. I do understand the logic behind this strategy because the state has yet to provide clear guidelines and answers to some of the more important questions. However, as I stated in the Planning Board meeting where this was first brought up, I think that Hightstown will miss the boat. In response to my comment one council member during a recent meeting made the statement that there is no boat to be missed and compared the cannabis industry to the alcohol industry, saying that it is like a bar or a liquor store and that there will always be a demand for it. However, this comparison is baseless when we compare the two industries in terms of licensing and tax revenue. In New Jersey, liquor licenses are proportioned to each municipality based on population numbers. As it seems, cannabis licenses will not be granted in this manner. There will be a set quantity of licenses in the state and that's it. As far as tax revenue goes, tax from liquor sales go to the state, not the municipality. Hightstown sees no difference in tax revenue regardless of how much alcohol is sold within our borders. Cannabis, however, has the potential to bring in substantial amounts of tax revenue. Hightstown can make up to 2% from the total receipts of sales from cultivators, manufacturers, and retailers, and up to 1% percent from wholesalers. According to a recent projection, in New Jersey, the Estimated Adult-Use sales by year four could reach up to \$1.8 billion dollars. What is Hightstown's advantage here? Certainly it is not space. However, from what I understood in the borough planner's report, Hightstown does have the capacity to host any and all of the categories of the industry, but those options are small when compared to any of the neighboring municipalities. Once this industry gets going and other towns wake up to the fact that there is a lot of tax revenue to be made and jobs to be created then they will all reconsider their positions and they will have more ideal conditions and spaces to offer. The way I see it, Hightstown's only advantage is to come out ahead on this issue, get in on the ground floor, and create a solid relationship with the industry so that they will feel welcome and committed to Hightstown. What is the council expecting to find in their exploration of the issue through subcommittee? What would it take for them to come up with a decision? Consider Hightstown's results for last November's referendum on cannabis legalization. Out of the 5107 voters who answered the question, 3663 voted yes. That is 71.72%. I find it hard to see how these results can be interpreted as anything but a mandate for the cannabis industry to be allowed to establish in Hightstown. I would like to hear the council's thoughts and stances on what are the cons of allowing the Cannabis industry in Hightstown, because I only see pros - tax revenue and jobs. We may be a small town, but there is no reason for us to think small."*

Storm Lewis, Owner Elements located at 100 Mercer Street - Spoke in opposition of Ordinance 2021-06.

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

Borough Attorney, Fred Raffetto, stated that if the ordinance is introduced this evening, Council will refer this to Planning Board for their comments. Council will not adopt until comments are received from the Planning Board.

ORDINANCES

Ordinance 2021-06 First Reading and Introduction – An Ordinance Prohibiting the Operation of Any Class of Cannabis Businesses within the Geographical Boundaries of the Borough of Hightstown in Mercer County, New Jersey, and Amending and Supplementing Chapter 28, Entitles “Zoning,” of the Revised General Ordinances of the Borough, In Order to Establish a New Section Thereof to be Known as Section 28-12, Entitled “Cannabis.”

Moved for Introduction by Councilmember Musing; Seconded by Council President Bluth.

Discussion ensued.

Borough Attorney, Fred Raffetto, stated that the ordinance being introduced tonight is a model ordinance drafted by the League of Municipalities and if a municipality would like to opt they must act within 180 days (August 20, 2021). If a municipality does not opt out by this date, they will become a host community for cannabis sales.

Councilmember Musing stated that it is the recommendation of the subcommittee for the Borough to opt out at this time. The subcommittee consists of Councilmembers Fowler, Jackson and Musing. The subcommittee feels there are still too many unknowns. We do not know the details of what a host community is yet. There are many stakeholders in town. We are just starting the conversation on this. The State of New Jersey has not given guidelines yet.

Councilmember Misiura stated that if we don't act by the August 20th deadline, we automatically accept all 6 classes of facilities as governed by the State. We will have no say in how many, what class or location. We can try to tackle the issues but it won't happen by August 20th. These types of ordinances take a tremendous amount of time. Procedurally, it is difficult. We want to get this right. Once we are in, we are in 5 years. We can opt in at anytime. The subcommittee will still be investigating this. We are not opting out forever. The 180-day timeframe is not enough time to put a good ordinance in place.

Councilmember Cicalese stated that the main issue is are we in favor in the long term? Hearing members of the public speak tonight, they think that Council is not in favor of cannabis.

Councilmember Bluth stated that we are voting to opt out tonight does not mean that we are not in favor of cannabis. We do not have enough info at this point to vote yes or no which is why we have a subcommittee to evaluate what is best for the Borough long term. There are many factors involved and a large amount of groups that need to be spoken with before a final decision can be made.

Councilmember Fowler stated that she is part of the subcommittee and they are committed to looking into a clear path for the Borough to opt in. There are just too many unknowns at this time. We can opt in at any time. We need to do our due diligence and make sure we have a good ordinance to take advantage of all the benefits.

Councilmember Jackson stated that he will be voting against the ordinance. The voters want this. And it is a good business opportunity for the Borough. The Subcommittee will continue to do its due diligence.

Councilmember Misiura stated that the only responsible course to take right now is to opt out. The State has forced us into this position by now having the regulations available now. The Subcommittee will continue to work. Unless we know the impact this will have on the Borough, we cannot vote to opt in at this point.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Misiura and Musing voted yes. Councilmember Jackson voted no.

Ordinance introduced 5-1. Public Hearing scheduled for May 17, 2021.

Ordinance 2021-06

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

AN ORDINANCE PROHIBITING THE OPERATION OF ANY CLASS OF CANNABIS BUSINESSES WITHIN THE GEOGRAPHICAL BOUNDARIES OF THE BOROUGH OF HIGHTSTOWN IN MERCER COUNTY, NEW JERSEY, AND AMENDING AND SUPPLEMENTING CHAPTER 28, ENTITLED “ZONING,” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH, IN ORDER TO ESTABLISH A NEW SECTION THEREOF TO BE KNOWN AS SECTION 28-12, ENTITLED “CANNABIS.”

WHEREAS, in 2020 New Jersey voters approved Public Question No. 1, which amended the New Jersey Constitution to allow for the legalization of a controlled form of marijuana called “cannabis” for adults at least 21 years of age; and

WHEREAS, on February 22, 2021, Governor Murphy signed into law P.L. 2021, c. 16, known as the “New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act” (the “Act”), which legalizes the recreational use of marijuana by adults 21 years of age or older, and establishes a comprehensive regulatory and licensing scheme for commercial recreational (adult use) cannabis operations, use and possession; and

WHEREAS, the Act establishes six marketplace classes of licensed businesses, including:

- Class 1 Cannabis Cultivator license, for facilities involved in growing and cultivating cannabis;
- Class 2 Cannabis Manufacturer license, for facilities involved in the manufacturing, preparation, and packaging of cannabis items;
- Class 3 Cannabis Wholesaler license, for facilities involved in obtaining and selling cannabis items for later resale by other licensees;
- Class 4 Cannabis Distributer license, for businesses involved in transporting cannabis plants in bulk from on licensed cultivator to another licensed cultivator, or cannabis items in bulk from any type of licensed cannabis business to another;
- Class 5 Cannabis Retailer license for locations at which cannabis items and related supplies are sold to consumers; and
- Class 6 Cannabis Delivery license, for businesses providing courier services for consumer purchases that are fulfilled by a licensed cannabis retailer in order to make deliveries of the purchases items to a consumer, and which service would include the ability of a consumer to make a purchase directly through the cannabis delivery service which would be presented by the delivery service for fulfillment by a retailer and then delivered to a consumer.

WHEREAS, section 31a of the Act authorizes municipalities by ordinance to adopt regulations governing the number of cannabis establishments (defined in section 3 of the Act as “a cannabis cultivator, a cannabis

manufacturer, a cannabis wholesaler, or a cannabis retailer”), cannabis distributors or cannabis delivery services allowed to operate within their boundaries, as well as the location manner and times operation of such establishments, distributors or delivery services, and establishing civil penalties for the violation of any such regulations; and

WHEREAS, section 31b of the Act authorizes municipalities by ordinance to prohibit the operation of any one or more classes of cannabis establishments, distributors, or delivery services anywhere in the municipality; and

WHEREAS, section 31b of the Act also stipulates, however, that any municipal regulation or prohibition must be adopted within 180 days of the effective date of the Act (*i.e.*, by August 22, 2021); and

WHEREAS, pursuant to section 31b of the Act, the failure to do so shall mean that for a period of five years thereafter, the growing, cultivating, manufacturing, selling and reselling of cannabis and cannabis items shall be permitted uses in all industrial zones, and the retail selling of cannabis items to consumers shall be a conditional use in all commercial and retail zones; and

WHEREAS, at the conclusion of the initial and any subsequent five-year period following a failure to enact local regulations or prohibitions, the municipality shall again have 180 days to adopt an ordinance regulating or prohibiting cannabis businesses, but any such ordinance would be prospective only and would not apply to any cannabis business already operating within the municipality; and

WHEREAS, the Borough Council of the Borough of Hightstown (the “Borough”), in the County of Mercer, and State of New Jersey, has determined that, due to present uncertainties regarding the potential future impacts that allowing one or more classes of cannabis business might have on New Jersey municipalities in general, and on the Borough in particular, it is at this time necessary and appropriate, and in the best interest of the health, safety and welfare of the Borough’s residents and members of the public who visit, travel, or conduct business in the Borough, to prohibit all manner of marijuana-related land use and development within the geographic boundaries of the Borough, and to amend the Borough’s zoning regulations accordingly; and

WHEREAS, officials from two prominent non-profit organizations that have been established for the purpose of advising New Jersey municipalities on legal matters such as have been presented by the Act (those organizations being the New Jersey State League of Municipalities and the New Jersey Institute of Local Government Attorneys) have strongly urged that, due to the complexity and novelty of the Act; the many areas of municipal law that are or may be implicated in decisions as to whether or to what extent cannabis or medical cannabis should be permitted for land use purposes or otherwise regulated in any particular municipality; and the relatively short duration in which the Act would allow such decisions to be made before imposing an automatic authorization of such uses in specified zoning districts subject to unspecified conditions, the most prudent course of action for all municipalities, whether or not generally in favor of cannabis or medical cannabis land development and uses, would be to prohibit all such uses within the Act’s 180-day period in order to ensure sufficient time to carefully review all aspects of the Act and its impacts.

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, pursuant to section 31b of the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (P.L. 2021, c. 16) (the “Act”), all cannabis establishments, cannabis distributors and/or cannabis delivery services, as those terms are defined in the Act, are hereby prohibited from locating and/or operating anywhere within the geographical boundaries of the Borough, except that the delivery of cannabis items and related supplies by a delivery service within the Borough shall be permitted.

Section 2. That Chapter 28, entitled “Zoning,” of the Revised General Ordinances of the Borough of Hightstown

(the “Borough Code”) is hereby amended and supplemented in order to establish a new Section thereof, to be known as Section 28-12, entitled “Cannabis,” as follows:

Section 28-12

CANNABIS

Subsections:

28-12-1 Scope and Purpose; Authority.

28-12-2 Cannabis Operations Prohibited.

Subsection 28-12-1 Scope and Purpose; Authority.

The purpose of this ordinance is to prohibit, within the geographical boundaries of the Borough, the location and/or operation of all classes of cannabis establishments or cannabis distributors or cannabis delivery services, as said terms are defined in section 3 of the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (P.L. 2021, c. 16) (the “Act”), but not the delivery of cannabis items and related supplies by a delivery service.

This ordinance is adopted pursuant to the authority set forth in section 31b of the Act.

Subsection 28-12-2 Cannabis Operations Prohibited.

The location and/or operation of all classes of cannabis establishments or cannabis distributors or cannabis delivery services, as said terms are defined in section 3 of the Act, but not the delivery of cannabis items and related supplies by a delivery service, is hereby prohibited within the geographical boundaries of the Borough.

Section 3. That this Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 4. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 5. That, in the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

RESOLUTIONS

Resolution 2021-072 Authorizing Payment of Bills

Moved by Councilmember Musing; Seconded by Councilmember Cicalese.

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

Resolution adopted 6-0.

Resolution 2021-072

*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 \$950,157.89 from the following accounts:

Current		\$850,025.47
W/S Operating		77,838.91
General Capital		21,093.51
Water/Sewer Capital		1,200.00
Grant		0.00
Trust		0.00
Unemployment Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$950,157.89</u>

Resolution 2021-073 Awarding a Contract for Water Treatment Plant Emergency Generator and Flood Gates – Advanced Control Systems

Moved by Councilmember Misiura; Seconded by Councilmember Jackson.

Borough Administrator/Clerk, Debra Sopronyi, explained that this award is funded by FEMA or the mitigation of the Water Plant from Hurricane Irene.

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

Resolution adopted 6-0.

Resolution 2021-073

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

**AWARDING A CONTRACT FOR WATER TREATMENT PLANT EMERGENCY
GENERATOR AND FLOOD GATES – ADVANCED CONTROL SYSTEMS**

WHEREAS, three (3) bids were received on April 15, 2021, for the Water Treatment Plant Emergency Generator and Flood Gates; and

WHEREAS, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a contract for the Water Treatment Plant Emergency Generator and Flood Gates be awarded to the low bidder, Advanced Control Systems of Manalapan, New Jersey at the price of \$448,600.00; and

WHEREAS, this project is funded by a grant through FEMA, the award of this contract is conditional upon approval by FEMA; and

WHEREAS, the execution of this contract is subject to the review and approval of the Borough Attorney to assure that the bid submitted by Advanced Control Systems is in order with respect to legal compliance; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for the Water Treatment Plant Emergency Generator and Flood Gates be awarded to the low bidder, Advanced Control Systems of Manalapan, New Jersey at the price of \$448,600.00.

CONSENT AGENDA

Councilmember Misiura moved Resolutions 2021-074; 2021-075 and 2021-076 as a Consent Agenda; Councilmember Cicalese seconded.

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

Resolutions adopted 6-0.

Resolution 2021-074

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

A RESOLUTION RECOGNIZING COMMUNITY ACTION MONTH

WHEREAS, Community Action connects individuals and families to approaches that help them succeed and promotes community-wide solutions to challenges throughout our cities, suburbs, and rural areas; and

WHEREAS, Community Action builds and promotes economic stability as an essential aspect of enabling and enhancing stronger communities, which in turn promotes self-sufficiency, ensuring that all Americans are able to live in dignity; and

WHEREAS, Community Action connects millions of children and families to greater opportunity, transforming their lives and making our communities — and our nation— stronger; and

WHEREAS, Community Action serves 99% of America’s counties in rural, suburban, and urban communities, offering life-changing services that create pathways to prosperity by connecting families to job training, affordable housing, utility assistance for seniors, promoting community-wide solutions and sharing expertise; and

WHEREAS, Community Action will continue to implement innovative programs that create a greater chance at success for everyone, will continue to focus on a broader range of community challenges to ignite economic growth and ensure all families can benefit, and will continue to be a voice for the disenfranchised.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council, of the Borough of Hightstown do hereby recognize May 2021 as COMMUNITY ACTION MONTH in recognition of the hard work and dedication of all Rise - a Community Action Service Center.

Resolution 2021-075

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
PRIOR TO ADOPTION OF THE 2021 BUDGET**

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2021 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 2021 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	97,000.00	885,497.00	982,497.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service – Current	0.00	0.00	0.00
Water/Sewer	70,000.00	407,966.00	477,966.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	167,000.00	1,293,463.00	1,460,463.00

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 2021 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 No. 3
5/3/2021

SCHEDULE A

Current Fund

Administrative and Executive	Salaries and Wages	6,000.00
Municipal Court	Salaries and Wages	2,000.00
Planning Board	Salaries and Wages	4,000.00
Parks and Recreation	Salaries and Wages	3,000.00
Telephone	Other Expenses	2,000.00
Gas Heating Oil	Other Expenses	2,000.00
Vehicle Maintenance (Robbinsville)	Other Expenses	4,000.00
Group Health Insurance	Other Expenses	60,000.00
Tree Grant	Other Expenses	14,000.00
Total Current Fund		<u>97,000.00</u>

Water-Sewer Operating Fund

Other Expenses	<u>70,000.00</u>
Total Water Sewer Operating	<u>70,000.00</u>

Total	<u><u>167,000.00</u></u>
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Resolution 2021-076

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

RESOLUTION ACKNOWLEDGING CONTINUED PARTICIPATION IN THE HOME INVESTMENT PARTNERSHIP PROGRAM CONSORTIUM WITH THE COUNTY OF MERCER

WHEREAS, the Hightstown Borough Governing Body previously adopted Resolution 2015-72 which authorized the Borough of Hightstown to enter into an Agreement with The County of Mercer, regarding Hightstown Borough's participation in the Home Consortium Investment Partnership Program; and

WHEREAS, the Agreement was executed by the parties on February 17, 2015; and

WHEREAS, on May 28, 2015, the parties executed a revised Recertification Agreement which added language previously omitted, as required by the Department of Housing and Urban Development; and

WHEREAS, pursuant to the revised Recertification Agreement, the County of Mercer must notify participants of their right to participate in the next three (3) year HOME Consortium qualification period and Hightstown Borough must affirmatively acknowledge its desire continue to be a member of the Consortium; and

WHEREAS, in a letter dated April 8, 2021, the County of Mercer notified Hightstown Borough of its right to participate in the next three (3) year HOME Consortium period which will run from July 1, 2021 through June 30, 2024.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Mayor and Borough Council of the Borough of Hightstown that the Borough of Hightstown desires to continue to be a member of the Mercer County Consortium HOME Investment Partnership Program for the next three (3) year period which will run from July 1, 2021 through June 30, 2024.

NEW BUSINESS

Do Not Solicit Ordinance

Borough Administrator/Clerk, Debra Sopronyi, stated that as more and more Covid restrictions are being lifted, we cannot refrain from issuing solicitation permits. This will give the residents an option to have people not solicit at their home. This would be enforced by the Police Department. After discussion Council agreed that this is a good idea and would like to see it introduced at the May 17th meeting.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Cicalese

Complete Streets - NV5 is working on the mobility study and looked into the feasibility of a circle at Franklin Street and Main Street. They have concluded that this is not possible but will continue to look at different approaches. May 15th will be Bike Night at the Brewery. May is pedestrian bike safety month. Earlier this week the Mayor signed proclamation for Pedestrian Bike Safety Month.

Both the Board of Health and Parks and Rec will meet next week.

Council President Bluth

Cultural Arts Commission – Will be putting together a 2022 wall calendar for the 300 anniversary with historic sites in the Borough and renderings how the sites look today. They are currently looking for artists. The calendars will be available for purchase in October.

Councilmember Fowler

Environmental Commission - Received a grant to plant 43 trees on North and South Main Street. They have received County and State approval to have the trees planted. They will be asking for an extension for the Sustainable Jersey Certification. The Community Garden and rain garden has had a tremendous amount of work done by Jason Shumsky as part of his Eagle Scout Project.

Downtown Hightstown - will be having a Hightstown Happening weekend long event June 10 - 13 which will be kicked off by the Historical Society Waking Tour.

Councilmember Misiura

Spoke to First Aid and advised them to attend the budget meeting next week.

Councilmember Jackson

HPC - will be meeting on the 20th of this month.

In the last 2 months we have seen 4 ribbon cutting in downtown. It is great to see so many new businesses opening in the Borough

Borough Administrator/Clerk, Debra Sopronyi

The office has been very busy with the many projects happening in town. Covid restrictions are lessening everyday. Covid data will begin being listed by municipality.

Mayor Quattrone

Stockton Street - Getting complaints that there is no curb or sidewalk.

Cannabis - we need answers, and we need them soon.

Thanked council for everything they are doing.

EXECUTIVE SESSION

Resolution 2021-077 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Fowler; Seconded by Councilmember Cicalese.

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

Resolution adopted 6-0.

Resolution 2021-077

*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 May 3, 2021, via www.zoom.com, 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 August 3, 2021, or when the need for confidentiality no longer exists.

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

Council reconvened into Public Session at 8:13 p.m.

ADJOURNMENT

Moved by Councilmember Fowler at 8:14 p.m.; Seconded by Councilmember Cicalese. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk



April 30, 2021

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

Re: NJDOT Application for Municipal Aid Grant FY2022
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1603

Dear Mayor and Council:

The New Jersey Department of Transportation has announced that it will be accepting applications for the Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant programs. Applications must be submitted on or before July 1, 2021.

I have reviewed the grant programs and recommend the Borough submit an application under the Municipal Aid Program this year. In consultation with Public Works Superintendent Ken Lewis and review of comments from the Complete Streets Committee, I am recommending that a grant application be submitted for one of the following projects:

1. Improvements to Orchard Avenue, Meadow Drive, Clover Lane, and South Main Street:

This contract would include new curbs and curb ramps as needed on Orchard Avenue, Meadow Drive, and Clover Lane, new sidewalk on one side of the road, storm sewer improvements, and milling and paving of the roadway. The new sidewalks will tie into existing sidewalks that were constructed at Etra Road in 2016 and to new sidewalks at Schuyler Avenue which are anticipated for construction in Summer 2021.

The improvements at South Main Street would only include curb replacement as needed and new sidewalks on the east side where none currently exist between Springcrest Drive and Leshin Lane.

Should Council choose this option, we recommend that Council also consider replacement of water mains in the project area. There are two undersized mains on Orchard Avenue; a 4 inch and 6 inch, and a 6-inch main on Meadow Drive. Prior evaluation of water mains in this area indicated that the main on Orchard Avenue should be increased to improve flows. This is an area with many homes and a direct connection to the Meadow Lakes community. Increasing the pipe diameters on both Orchard Avenue and Meadow Drive to 8-inch will enhance fire flows and domestic flows to residential users in this neighborhood as well as Meadow Lakes. Water improvements would not be eligible for funding through the NJDOT grant program but could be funded through the Infrastructure Bank.

2. Improvements to Maxwell Avenue (Monmouth Street to Ward Street):

This contract would include new curbs and curb ramps as needed, new sidewalks where none exist, storm sewer improvements, and milling and paving of the roadway. The new sidewalks will tie into existing sidewalks and will create a continuous, unobstructed pedestrian access route for the entire length of Maxwell Avenue. We recommend this project not include significant changes to the intersection with Franklin Street. The intersection with Franklin Street should be improved by the NJDOT.

Should Council choose this option, existing galvanized water services should be replaced as well as the existing fire hydrants within the project area. In consultation with the Borough Water Department, it does not appear that the water main needs replacement. Water improvements would not be eligible for funding through the NJDOT grant program but could be funded through the Infrastructure Bank.

3. Improvements to Summit Street from Mercer Street to Stockton Street:

This contract would include replacement of curbs, sidewalks, and curb ramps as necessary, stormwater improvements, and milling and paving the entire length of roadway. In addition, this would include new sidewalks where none exists between the Greenway entrance and Mercer Street.

Should Council choose this option, we recommend that Council also consider replacement of the existing water mains in the project area with a new 8-inch water main. The existing water distribution system includes two water mains; one 4-inch main and one 6-inch main, and both have experienced breaks. Water improvements would not be eligible for funding through the NJDOT grant program but could be funded through the Infrastructure Bank.

I am prepared to move forward with preparation of an application as outlined above and request authorization at your next Council Meeting. Our fee to prepare one (1) application will be at a cost not to exceed \$4,500.00. A second application will be at a cost not to exceed \$4,000.00.

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
Ken 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

April 26, 2021

Dear Mayor/County Executive:

On behalf of Governor Phil Murphy, I am pleased to announce that applications will now be accepted for the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2022 State Aid programs. **The deadline for grant application submissions is July 1st.** Grant awards are expected to be announced in November.

As you may know, the Transportation Trust Fund Reauthorization Act of 2016 increased funding for Local Aid programs to counties and municipalities from \$190 million per year to \$430 million. The reason for the steep increase is that the majority of New Jersey's roadway mileage—about 90 percent—are under local government jurisdiction and are in as much need of repair as the state roadway network.

Our "Commitment to Communities" continues as we look for ways to improve our processes with technology. Behind the scenes our Division of Local Aid and Economic Development staff have been converting project management paper processes to an electronic format, the Project Management and Reporting System (PMRS). You will continue to submit applications through SAGE (System for Administering Grants Electronically), but you will now be required to submit your Resolution of Support through the PMRS platform. The PMRS will be used for project management processes when you receive a grant starting FY 2022. Old projects will be phased into the platform. Our Local Aid Resource Center is available to assist. Please review the attached flyer regarding training and more information.

Another new feature Local Aid is providing is a Map Maker Tool. This tool will standardize all map submissions. Anyone can use this tool to draw a map, print it out and share with others. See the attached flyer for more information regarding this tool.

The following is a brief description of each grant program:

- **Municipal Aid** - This \$151.25 million program has been a significant resource in funding local transportation projects. All municipalities are eligible. The Department continues to encourage municipalities to consider using the Municipal Aid Program to fund projects that support walking and biking in their communities especially now that additional funds are available. NJDOT has set a goal to award up to 10 percent of the Municipal Aid Program funds to projects such as pedestrian safety improvements, bikeways and streetscapes. An additional \$10 million is provided in Urban Aid for a total of \$161.25 million.

"IMPROVING LIVES BY IMPROVING TRANSPORTATION"

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

- **Transit Village** - This program annually funded at \$1 million will award grants for traditional and non-traditional transportation projects that enhance walking, biking and/or transit ridership within a half mile of the transit facility. Only New Jersey municipalities that have been designated as Transit Villages by the Commissioner of Transportation and the inter-agency Transit Village Task Force are eligible to apply. The eligible town list can be found at:
<http://www.state.nj.us/transportation/business/localaid/transitvillagef.shtm>
- **Bikeways** - This annually funded \$1 million program is intended to fund bicycle projects which create new Bike Path Mileage. It is available to all counties and municipalities. The Department continues to work toward the goal of achieving 1,000 miles of dedicated bikeways in New Jersey. Special consideration will be given to bikeways that are physically separated from motorized vehicular traffic by an open space or barrier, but on-road bike lanes and other bike routes and facilities are also eligible.
- **Safe Streets to Transit** - The intent of this program is to encourage counties and municipalities to construct safe and accessible pedestrian linkages to transit facilities, in order to promote increased usage of transit by all segments of the population. This program is also annually funded at \$1 million.

All projects funded through the Transportation Trust Fund must comply with the Americans with Disabilities Act (ADA). ADA guidance, program descriptions and application guidance materials can be found on the NJDOT website at: <http://www.state.nj.us/transportation/business/localaid/stateaid.shtm>

If you choose to apply, please be aware that Municipal Aid regulations require projects receiving this type of aid to award a construction contract within 24 months from the date of grant notification.

I encourage you to submit applications for these Local Aid programs. Each program application will be evaluated independently, affording counties and municipalities the opportunity to receive funding in more than one category.

The enclosed map provides contact information for each Local Aid District Office. Consult with your Local Aid District Office if you need assistance. Please keep in mind that a separate application for each project must be completed and submitted on or before **July 1st, 2021**, on-line through SAGE, at: <https://njsage.intelligrants.com/Login.aspx?APPTHEME=NJSAGE>

As Commissioner of Transportation, I am committed to maintaining and improving New Jersey's local transportation infrastructure by providing financial assistance, technical expertise and training for traditional and non-traditional local transportation initiatives. Our counties and municipalities will be well positioned to design and construct important local projects without the need to impact property taxes. Your success in building projects and spending the additional capital will mean success not only for your constituents, but for the entire state.

Thank you for your continued interest and support of NJDOT, and best wishes for success with your project applications.

Sincerely,



Diane Gutierrez-Scaccetti
Commissioner

Enclosures

c: Municipal/County Clerk; Municipal/County Engineer



PMRS

NJDOT'S PROJECT
MANAGEMENT AND
REPORTING SYSTEM (PMRS)



What Early Testers Are Saying About PMRS

"I found the PMRS system to be fairly intuitive and straightforward. The best part of the program is being able to check on the status of the project whenever you want and knowing who to reach out to if a process is not moving."

Daniel J. Loomis, PE, CME, CFM
City Engineer | City of Elizabeth

The Division of Local Aid is transitioning to the Department's end-to-end online Project Management Solution: PMRS!

PMRS provides a platform for online collaboration between Local Public Agencies (LPAs) and NJDOT staff. It enables efficient project management, including automated tasks, an electronic document routing and management system, electronic review and approval, easy project tracking, and monitoring. The new platform will make it easier for everyone involved to track, monitor, and know the status of submissions and projects at every step of the way.

Implementation will be a phased strategy. Phase I includes eleven (11) State Aid processes, which will kick off the 2022 Municipal Aid, Bikeways, Safe Streets to Transit and Transit Village programs. Training will begin with Municipal Clerks, Engineers, and Mayors.

TRAINING



PMRS Training for municipal clerks and municipal engineers will be held on the following days. Register at <https://njdotlocalaidrc.com/PMRS/>

April 27, 2021

10:00 - 11:30 AM
1:00 - 2:30 PM

May 4, 2021

10:00 - 11:30 AM
1:00 - 2:30 PM

May 11, 2021

10:00 - 11:30 AM
1:00 - 2:30 PM

April 29, 2021

1:00 - 2:30 PM

May 6, 2021

1:00 - 2:30 PM

May 13, 2021

1:00 - 2:30 PM



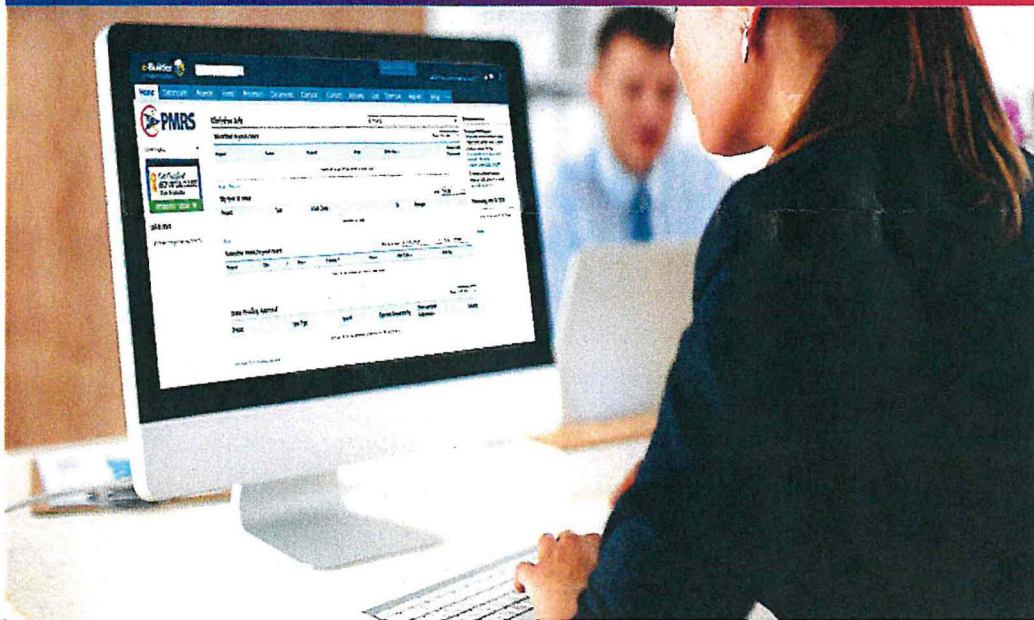
What Early Testers Are Saying About PMRS

"...with this program, our projects will get taken care of on a faster track."

Meg Cimoichowski,
Administrative Secretary | Ocean
County Engineering Department

"....the software is very user friendly...intuitive and easy to pick up... everything required is spelled out for each process."

James J. Boegly Jr., Consultant,
Remington & Vernick Engineers



Benefits

PMRS will improve the efficiency and functionality of the project development process for Local Public Agencies, NJDOT staff, and consultants.



Mobile Accessible



Cloud-based



All on one platform



Standardized Document
Management



Reduced Costs &
Paper Consumption

Who Needs a PMRS Account?

All municipal and county personnel and engineers who work on Local Aid projects will be transitioned through a phased approach to the new PMRS platform to complete their various tasks. Training for Clerks and Engineers will begin on April 20. Schedule your training at <https://njdotlocalaidrc.com/pmrs-training.php>



DOT Staff

- Local Aid Project Managers
- Support Staff
- Subject Matter Experts
- Accounting
- Contracting



Local Public Agencies

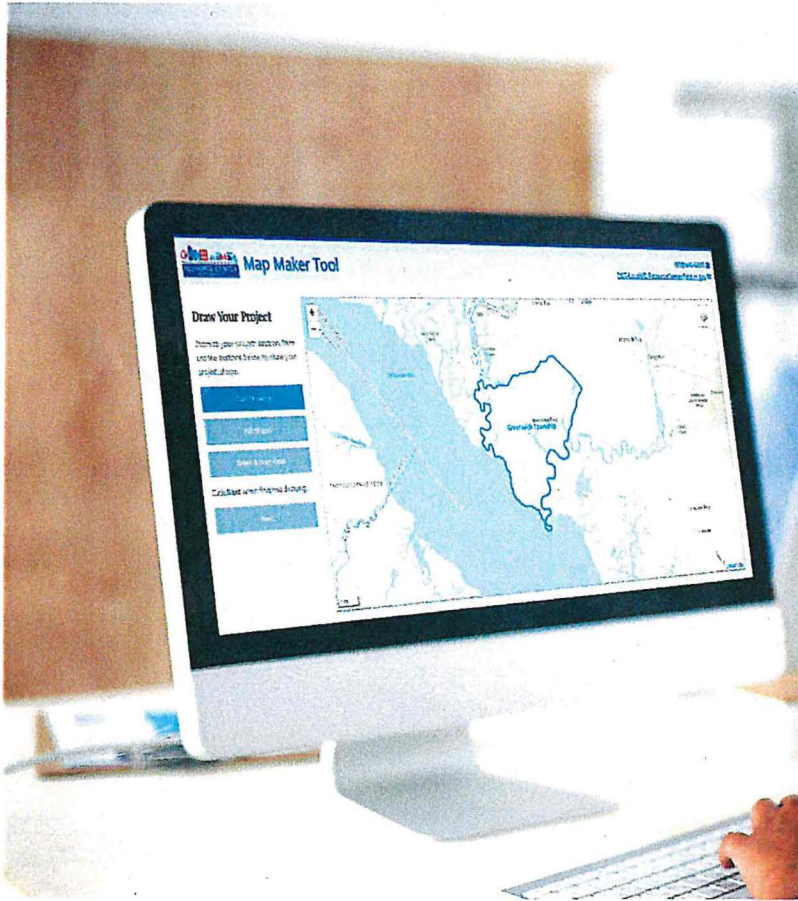
- Project Managers
- Mayors
- County Commissioners
- County Executives
- Engineers
- Clerks
- CFOs



External

- Design Consultants
- Regulatory Personnel
- Metropolitan Planning Organizations (MPOs)

Map Maker Tool



Local Aid grant applications require an accompanying map showing the project limits including start and end mile points, street names, and Standard Route Identifier, or SRI. The new Mapping Tool standardizes the map making process for all Local Public Agencies (LPAs) and provides the mile point and SRI for each project.

- 1 A link to the tool will be provided in SAGE and on the Local Aid Resource Center webpage.

<http://njdotlocalaidrc.com/mapmaker>

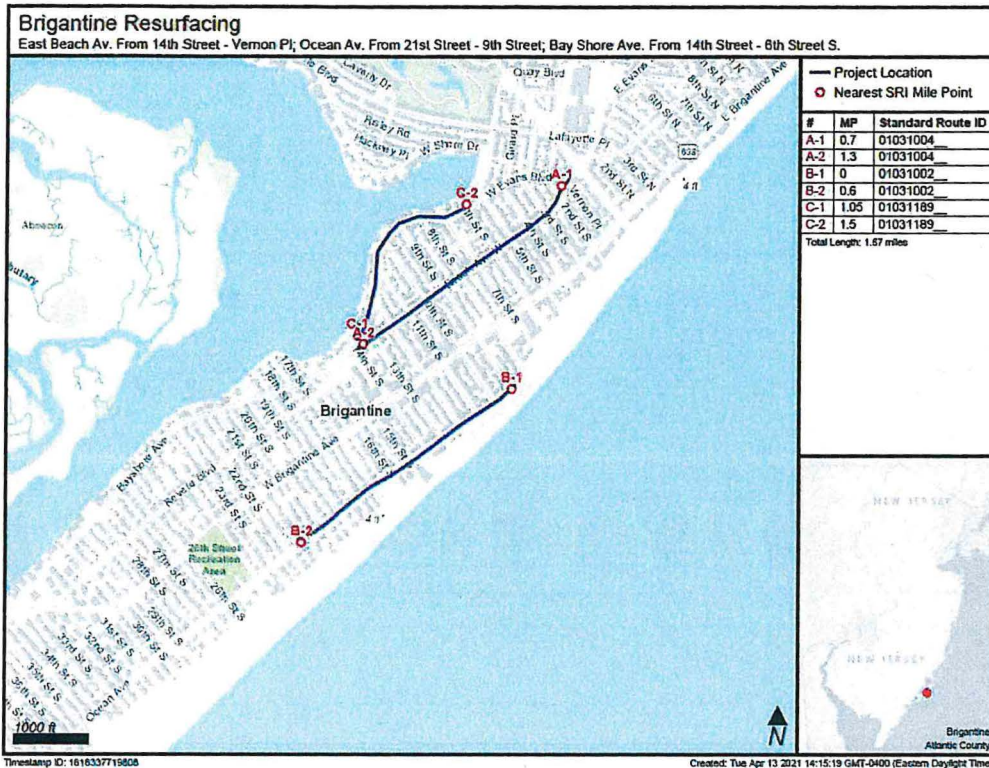
- 2 Instructions to use the map tool are provided in the link at the top right corner of the Map Maker Tool page.

Introduction

This web-based tool will allow you to create a simple map and find the New Jersey Department of Transportation (NJDOT) mile points and Standard Route Identifier (SRI) for your project. When you finish creating your map, you can download your map as a PDF file. If you are applying for funding from NJDOT, you can upload the PDF file to the System for Administering Grants Electronically (SAGE).

Note: Please use  Google Chrome or the new  Microsoft Edge

[Get Started](#)



3 SRI and mile points generated by the map tool should be used to complete the SAGE application.

PROJECT INFORMATION

Instructions:

- Please complete this page, then click the SAVE button.
- Fields with an * next to them must be completed.
- To proceed to the next page, you may use the SAVE/NEXT or NEXT buttons above.
- To return to the Forms menu, click the Forms Menu link above.

Project Title

Testing for Blueway

19 of 100

GIS Upload

Please click on the link below to open the GIS mapping tool. Once the GIS mapping tool is opened, please use the drawing tool to show the new project limits. Once you have identified the project limits, please download the map from the GIS mapping tool and upload it in the Project Location Map upload below.

GIS Mapping tool: <http://njdotlocalaidrc.com/masomaker>

Project Location Map: No file chosen

* [upload the PDF of your map here](#)

Once project limits are identified on the map, please enter the Project Location information in the fields below. You can enter up to three locations.

	Location	From:	To:	Route Identifier	Milepost Begin	Milepost End	Project Distance
A.	East Beach Ave 12 of 100	14th St 8 of 100	Vernon Pl 8 of 100	01031004	0.7	1.3	1.67
B.	Ocean Ave 0 of 100	9th St 0 of 100	21st St 0 of 100	01031002	0	0.6	1.67
C.	Bayshore Ave 0 of 100	14th St 0 of 100	6th Street S 0 of 100	01031189	1.05	1.5	1.67



Local Aid and Economic Development

Our District Offices

Main Office

1035 Parkway Avenue
PO Box 600
Trenton, NJ 08625-0600
Phone: 609.963.2021
Fax: 609.530.8044
Manager: David Bruccoleri

District 1, Mount Arlington

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
Phone: 973.810.9120
Fax: 973.601.6709
Manager: Adam Iervolino

District 2, Newark

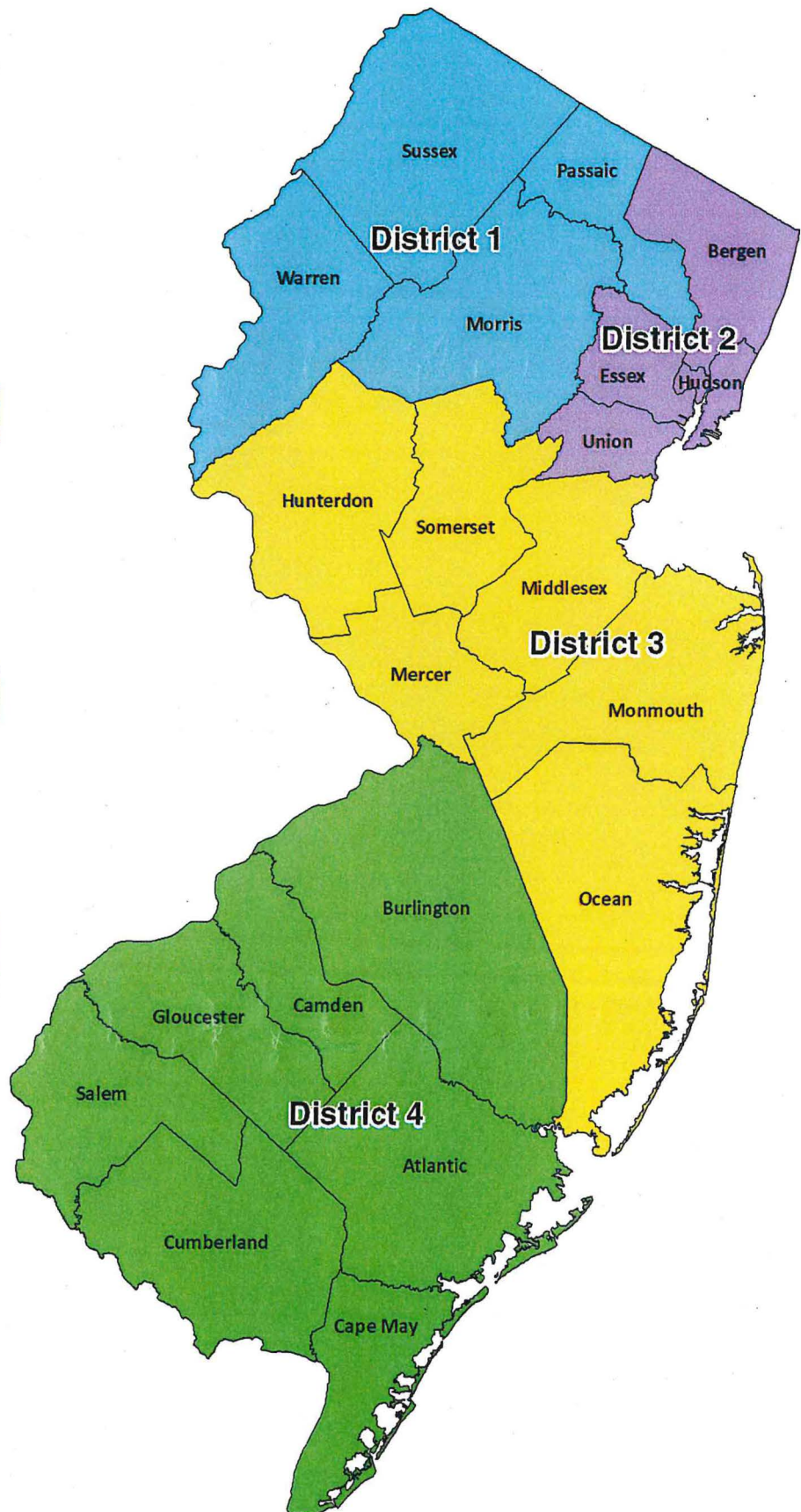
153 Halsey Street, 5th floor
Newark, NJ 07102
Phone: 973.877.1500
Fax: 973.648.4547
Manager: Eileen Schack

District 3, Trenton

1035 Parkway Avenue PO Box 600
Trenton, NJ 08625-0600
Phone: 609.963.2020
Fax: 609.530.8044
Manager: Deval Desai

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





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

May 13, 2021

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

Re: Improvements to Railroad Avenue and Dey Street
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1801

Dear Mayor and Council;

Enclosed with this letter, please find the following:

1. One (1) plan entitled, "Railroad Avenue – Concept No. 4, Improvements to Railroad Avenue and Dey Street, Borough of Hightstown, Mercer County, New Jersey, dated May 11, 2021". This plan shows an additional conceptual layout for Railroad Avenue, Dey Street, and Center Street.

This is a follow up to my letter to you dated May 3, 2021 which included three concept plans for Railroad Avenue, Dey Street, Center Street, and South Academy Street.

I attended the Planning Board meeting of May 10, 2021 to review the various concept plans prepared by this office. The Planning Board offered the following comments:

1. The intersection of Morrison Avenue, Railroad Avenue, and Outcalt Street should have striped crosswalks at all four corners of the intersection.

We have no objection to making this intersection a 4-way crosswalk.

2. We are to confirm that the greenway is ADA compliant.
An evaluation of the greenway will be conducted during the formal design phase and if necessary, improvements will be made to ensure the greenway is ADA compliant within the project area.

3. A fourth concept plan for Railroad Avenue was requested showing two-way traffic between the Borough Hall parking lot entrance and Morrison Avenue and one-way traffic between the Borough Hall parking lot entrance and Dey Street.

A concept plan showing this concept is attached.

4. Mercer Street (NJSH Route 33) should be improved in accordance with the recent Mobility Master Plan. This includes two (2) crosswalks across Mercer Street at the intersection with South Academy Street and two (2) crosswalks at the intersection with West Ward Street. In addition, a raised pedestrian refuge area is to be provided at Mercer Street.

These improvements will require significant traffic control including a detour to Route 130. In the past, the NJDOT has required repaving, curb to curb, of areas that are disturbed. We estimate the construction cost plus traffic control and police for this work to be approximately \$130,000.00 which would not be funded by the NJDOT grant.

Additionally, the intersection of Mercer Street with West Ward Street is not compliant with current ADA standards. I anticipate that conventional curb ramps may be insufficient at this intersection due to existing steep slopes in the area. When conventional curb ramps are not sufficient, alternative ramp layouts may need to be utilized. Examples of ramps that we have designed in the past and may be needed at West Ward Street are shown below:



On May 12, 202, I met with Borough Chief of Police Gendron to review the scope of work and Planning Board comments. Chief Gendron offered the following comments:

1. There are no concerns with the requested four way crosswalk system proposed at the intersection of Morrison Avenue, Railroad Avenue, and Outcalt Street.
2. There are no concerns with the layout for Concept No. 4 of Railroad Avenue.
3. The Borough Police Department does not recommend pedestrian refuge islands on Mercer Street in the area of South Academy Street and West Ward Street. There are a number of large trucks per day that turn onto South Academy from Mercer Street in order to access the Post Office. In addition, there are a number of trucks that have difficulty turning onto West Ward Street and tow trucks that have to access the City Auto Center parking lot.

The Police Department recommends Rectangular Rapid Flashing Beacons (RRFBs) at the proposed crosswalks at Mercer Street in lieu of pedestrian refuge islands.

Proposed Mercer Street Improvements

As noted above, the Planning Board expressed interest in expanding the scope of work at Mercer Street to include additional crosswalks at South Academy and West Ward Street as well as pedestrian refuge areas.

This work was not originally anticipated or requested by Council when the initial NJDOT grant application was prepared in 2019. Our cost to provide additional survey, design, permit, analyze truck movements/turns, and administer and inspect construction will be at a fee not to exceed \$25,000.00. Due to the existing truck traffic within the area, it is critical that truck movements be analyzed to ensure that they can continue to operate as needed while also providing the necessary pedestrian safety improvements.

In order to make these improvements, a permit will be required from the NJDOT. In the past, the NJDOT has required that roadways be completed milled and repaved if improvements are made near or within the paved area. In addition, this work will likely require a full detour around the Borough by way of NJSH Route 130 and Route 133. We anticipate the cost of these improvements to be approximately \$130,000.00 which would have to be funded by the Borough.

The NJDOT permit review offices have had slower response times since the pandemic began. Should the Borough want to move forward with this work, I request that we be authorized to move forward with the design immediately so that the advertisement deadline of November 2021 is met.

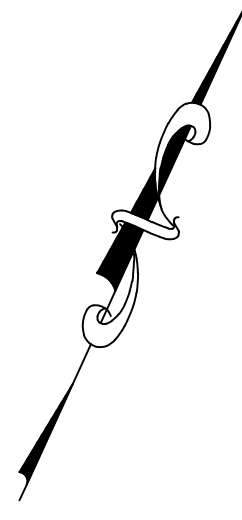
Should you have any questions or concerns, please do not hesitate to contact my office.

Very truly yours,

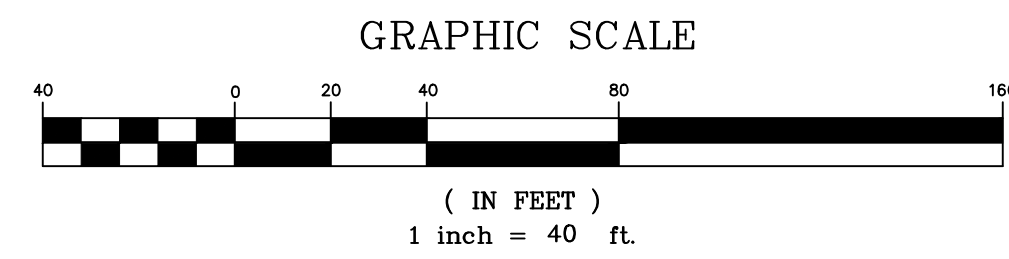
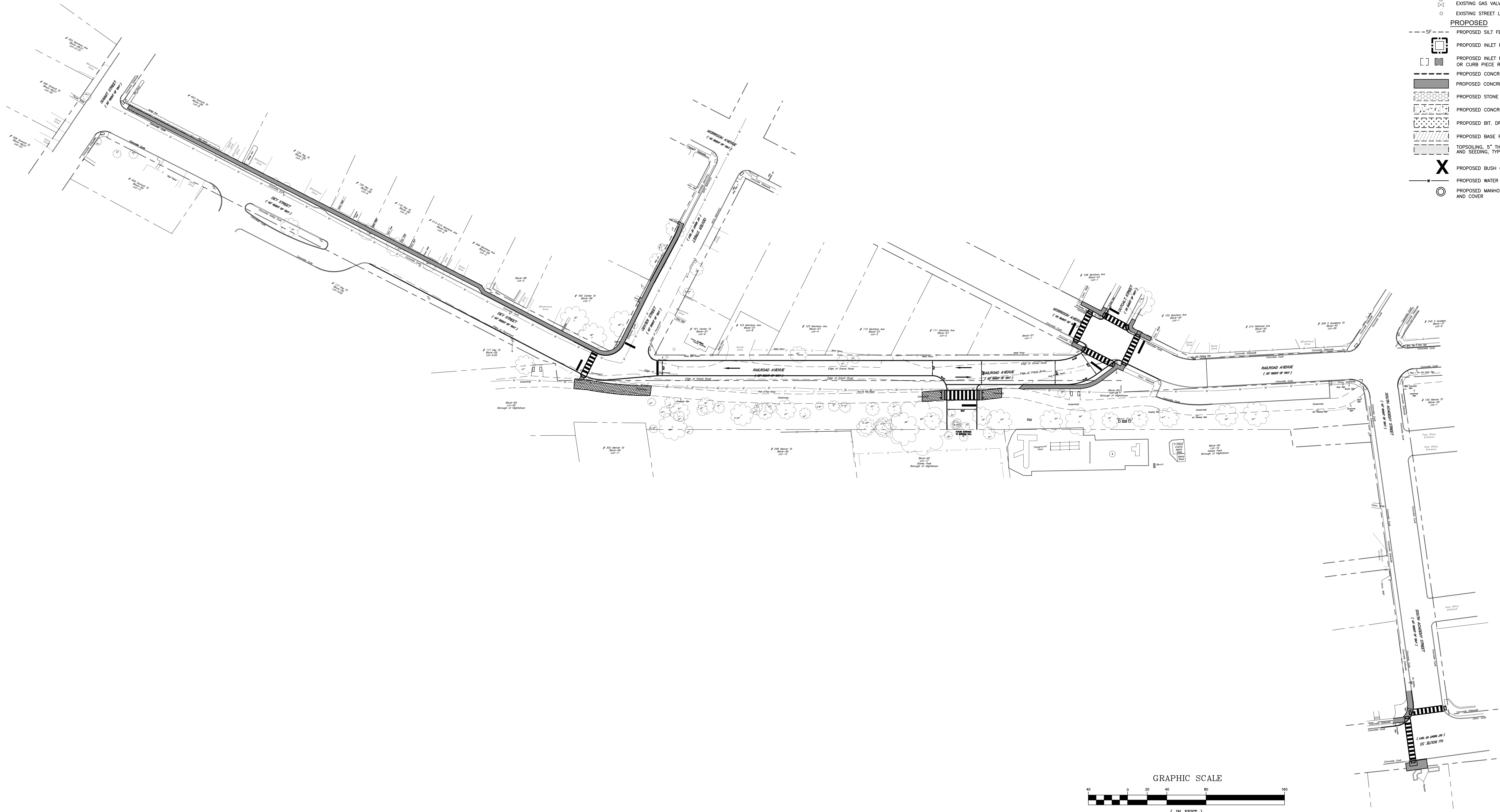


Carmela Roberts, P.E., C.M.E.
Borough Engineer

cc: Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
Sandy Belan, Borough Planning Board Secretary
Ken Lewis, Borough Superintendent of Public Works
Bill Searing, Borough Superintendent of AWWTP
Chief Frank Gendron, Borough Police Department
George Lang, Borough CFO
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



- LEGEND**
- EXISTING**
- EXISTING STREET ROW LINE
 - EXISTING CONCRETE CURB
 - EXISTING CONTOURS
 - EXISTING SPOT ELEVATION
 - EXISTING TREE
 - EXISTING DRAINAGE PIPE
 - EXISTING UTILITY POLE
 - EXISTING PARKING LOT LIGHT
 - EXISTING INLETS
 - EXISTING WATER SERVICE
 - EXISTING GAS SERVICE
 - EXISTING OVERHEAD WIRES
 - EXISTING FENCE
 - EXISTING MANHOLE
 - EXISTING WATER VALVE
 - EXISTING GAS VALVE
 - EXISTING STREET LIGHT
- PROPOSED**
- PROPOSED SILT FENCE
 - PROPOSED INLET PROTECTION
 - PROPOSED INLET FRAME, GRATE, OR CURB PIECE REPLACEMENT
 - PROPOSED CONCRETE VERTICAL CURB
 - PROPOSED CONCRETE SIDEWALK
 - PROPOSED STONE DRIVEWAY REPAIR
 - PROPOSED CONCRETE DRIVEWAY REPAIR
 - PROPOSED BIT. DRIVEWAY REPAIR
 - PROPOSED BASE REPAIR
 - TOPSOILING, 5" THICK, FERTILIZING AND SEEDING, TYPE A-3
 - PROPOSED BUSH OR TREE REMOVAL
 - PROPOSED WATER SERVICE
 - PROPOSED MANHOLE FRAME AND COVER



 Roberts ENGINEERING GROUP LLC Whisper Business Enterprise Certified CERTIFICATE OF AUTHORIZATION: 24GA2859100	1670 Whitehorse-Hamilton Square Rd. Hamilton, New Jersey 08690 609-586-1141 fax 609-586-1143 www.RobertsEngineeringGroup.com	RAILROAD AVENUE – CONCEPT No. 4	
	CARMELA ROBERTS, PE LICENSED PROFESSIONAL ENGINEER STATE OF NEW JERSEY LIC. No. 24GE03441900	TED W. PIVOVARNICK, PLS LICENSED PROFESSIONAL LAND SURVEYOR STATE OF NEW JERSEY LIC. No. 24G503586800	IMPROVEMENTS TO RAILROAD AVENUE AND DEY STREET BOROUGH OF HIGHTSTOWN, MERCER COUNTY, NEW JERSEY
		FILE No.: H11801 DRAWN BY: CC DATE: 5/11/2021 SCALE: 1"=40' DWG. No.: SC4 SHEET No.	DESIGNED BY: CC CHECKED BY: CC 5 OF 5

L:\MapFiles - Roberts\hightstown\11801 - Improvements to Dey Street and Railroad Avenue\Drawings\Concept Plans\Concept - Railroad Avenue.dwg, 5/11/2021 9:46:59 AM



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

May 3, 2021

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

Planning Board
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Environmental Commission
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Complete Streets Committee
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: Improvements to Railroad Avenue and Dey Street
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1801

Dear Mayor, Council, Planning Board and Environmental Commission:

Enclosed with this letter, please find the following:

1. Five (5) partial sets of plans entitled, "Improvements to Railroad Avenue and Dey Street, Borough of Hightstown, Mercer County, New Jersey, dated April 30, 2021". These sets show conceptual layouts for Railroad Avenue, Dey Street, Center Street, and the crosswalk at Mercer Street.

The enclosed plans are to be distributed to the Council, Planning Board, Environmental Commission, and Complete Streets Committee.

As you know, the Borough has received a grant from the NJDOT in the amount of \$529,632.00 in November 2019. This office is in the process of preparing formal bid plans and specifications for advertisement and award prior to the grant deadline of November 21, 2021.

The enclosed plans show the proposed improvements as follows:

Railroad Avenue (Dey Street to Morrison Avenue)

1. Provide a new paved roadway in place of the existing stone roadway.
2. Provide concrete curb on both sides of road.
3. Provide 30-ft. wide driveway entrance to the future Borough Hall site.
4. Maintain the existing Greenway.
5. Provide a 3-way STOP at the intersection with Dey Street and Center Street.
6. Provide a new crosswalk at the new Borough Hall Driveway with concrete ramps, detectable warning surfaces, and bollards.

Concept No. 1

- Provide a 24-ft. wide road.
- Allow for 2-way traffic with no on-street parking.
- Utilize existing Greenway for pedestrian access route.
- Approximately 10 existing trees must be removed.

Concept No. 2

- Provide a 15-ft. wide road.
- Allow for 1-way traffic with no on-street parking.
- Approximately 10 existing trees must be removed.

Concept No. 3

- Provide a 15-ft. wide road.
- Allow for 1-way traffic with no on-street parking.
- Provide new 4-ft. wide concrete sidewalk along north side of roadway.
Provide a new crosswalk across Center Street.
- Approximately 9 existing trees must be removed.

Dey Street (Summit Street to Railroad Avenue)

1. Construct concrete curb on both sides of road where none exist.
2. Replace existing curbs as needed.
3. Extend 4-ft. wide sidewalk for entire length along north side of roadway.
4. Mill and pave roadway.
5. 8 existing trees to be removed.

Center Street (Dey Street to Morrison Avenue)

1. Construct concrete curb on west side where none exists.
2. Extend 4-ft. wide sidewalk for entire length along west side of roadway.
3. Approximately 4 trees to be removed.
4. If budget allows, milling and paving could be added to the contract.

South Academy Street (Morrison Avenue to Mercer Street)

1. Replace concrete curb and sidewalk as needed.
2. Reconstruct/realign curb ramps and crosswalks at the intersection with Mercer Street.
3. If budget allows, milling and paving of South Academy could be added to the contract.

Please note that we have not shown new tree plantings on the plan sheets. However, we will make accommodations in the bid documents to provide at least one new tree for every tree removed. We request that the Borough Shade Tree Commission provide a tree planting plan with proposed species and locations to this office for inclusion in the bid documents.

The NJDOT grant being used to fund this work requires that the contract be awarded to a contractor no later than November 21, 2021. In order to meet this deadline, I request that your comments be provided no later than June 4, 2021.

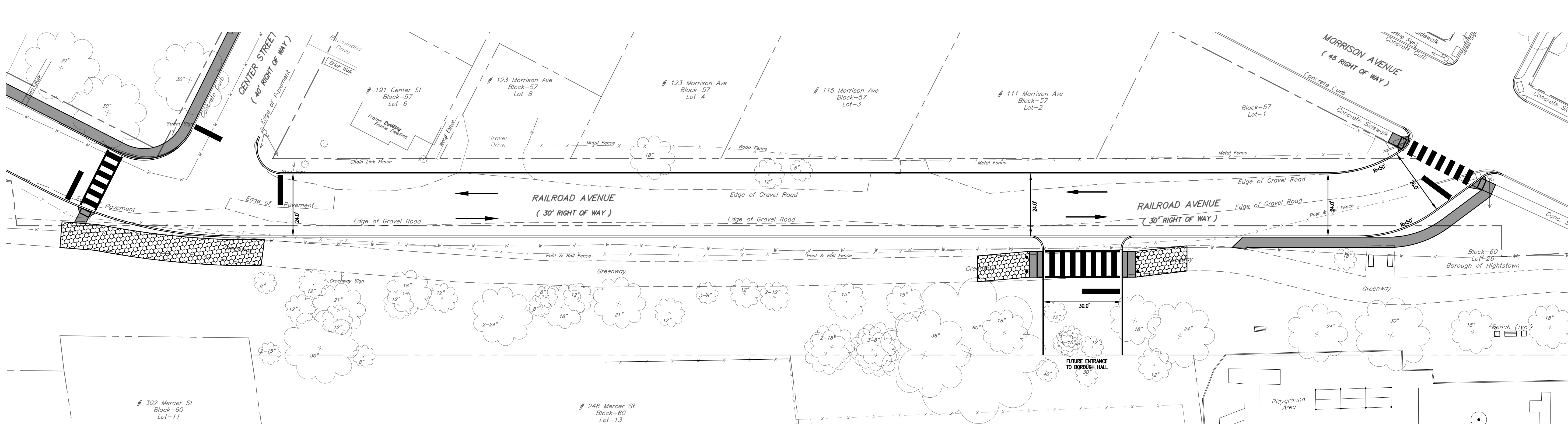
If you would like to meet with us or ask questions directly, please feel free to contact me.

Very truly yours,



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

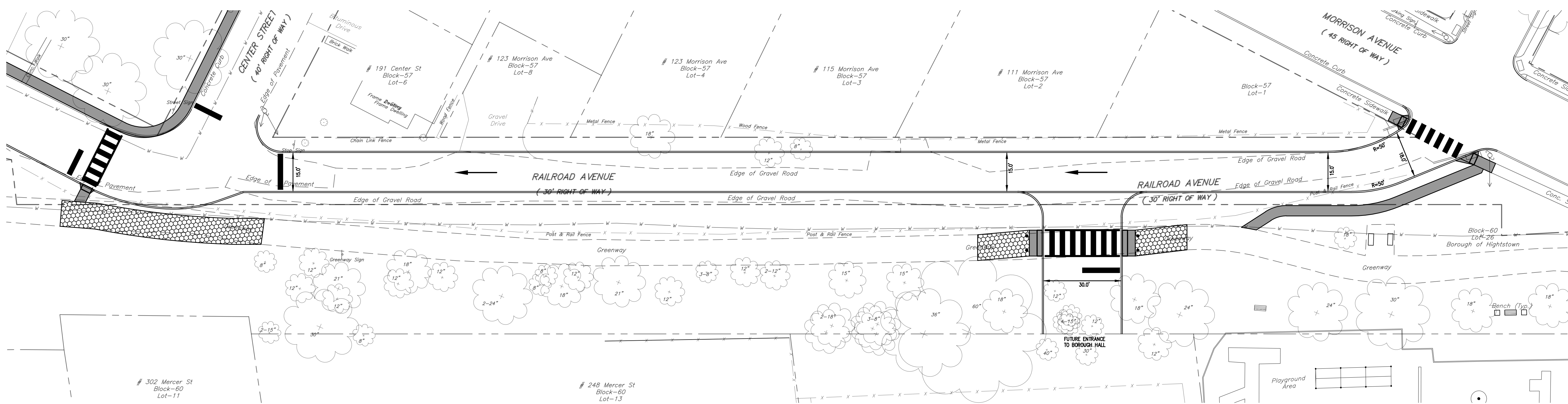
cc: Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
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Bill Searing, Borough Superintendent of AWWTP
Chief Frank Gendron, Borough Police Department
George Lang, Borough CFO
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Kelly Pham, Roberts Engineering Group, LLC



CONCEPT No. 1

CONCEPT No. 1 NOTES:

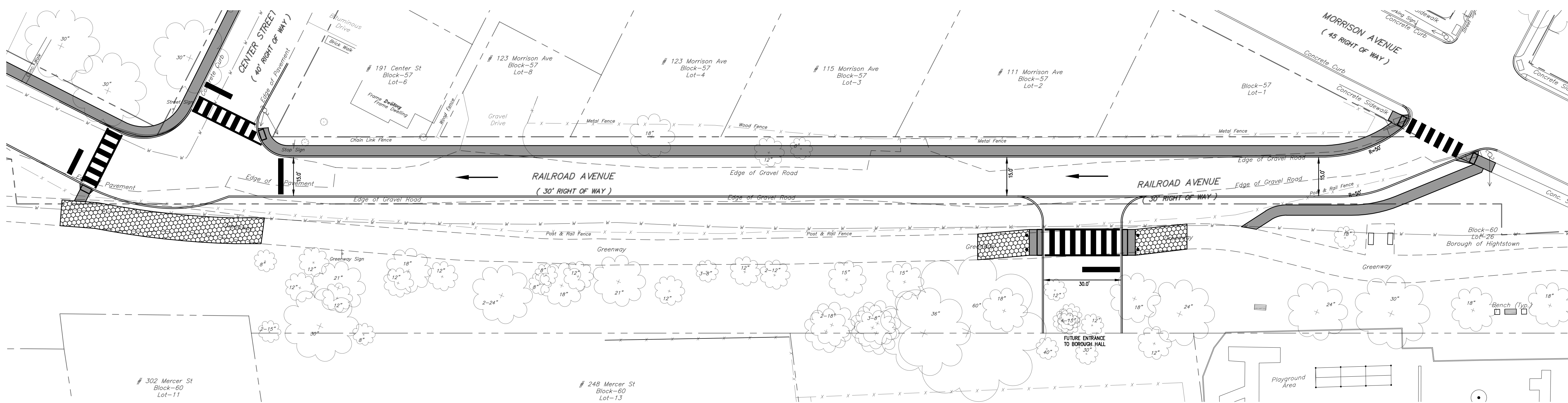
1. PROPOSED ROADWAY = 24-FT. WIDE.
2. PROPOSED FUTURE BOROUGH HALL DRIVEWAY = 30-FT. WIDE. WITH 10-FT. WIDE CROSSWALK, CONCRETE RAMPS AND BOLLARDS.
3. ALLOWS FOR 2-WAY TRAFFIC.
4. NO ON-STREET PARKING PERMITTED.
5. 3-WAY STOP AT THE INTERSECTION WITH CENTER STREET.
6. TREES REMOVED = 10
7. DOES NOT QUALIFY AS A 'MAJOR DEVELOPMENT' UNDER STORMWATER ORDINANCE.



CONCEPT No. 2

CONCEPT No. 2 NOTES:

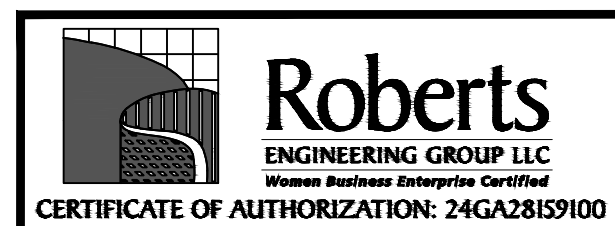
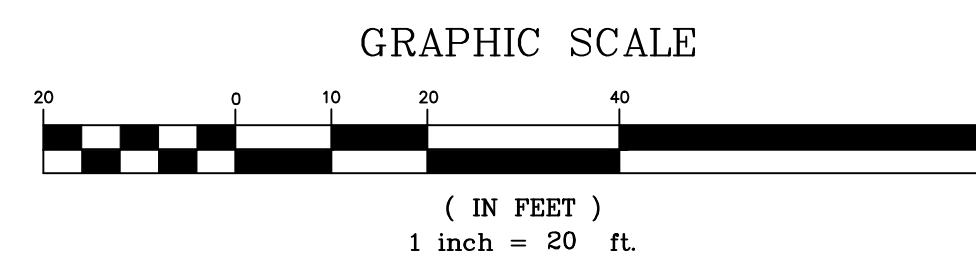
1. PROPOSED ROADWAY = 15-FT. WIDE.
2. PROPOSED FUTURE BOROUGH HALL DRIVEWAY = 30-FT. WIDE. WITH 10-FT. WIDE CROSSWALK, CONCRETE RAMPS, AND BOLLARDS.
3. ALLOWS FOR 1-WAY TRAFFIC. CURRENTLY SHOWN EAST TO WEST, BUT COULD BE CHANGED.
4. NO ON-STREET PARKING PERMITTED.
5. 3-WAY STOP AT THE INTERSECTION WITH CENTER STREET.
6. TREES REMOVED = 10
7. DOES NOT QUALIFY AS A 'MAJOR DEVELOPMENT' UNDER STORMWATER ORDINANCE.



CONCEPT No. 3

CONCEPT No. 3 NOTES:

1. PROPOSED ROADWAY = 15-FT. WIDE.
2. PROPOSED FUTURE BOROUGH HALL DRIVEWAY = 30-FT. WIDE. WITH 10-FT. WIDE CROSSWALK, CONCRETE RAMPS, AND BOLLARDS.
3. ALLOWS FOR 1-WAY TRAFFIC. CURRENTLY SHOWN EAST TO WEST, BUT COULD BE CHANGED.
4. NO ON-STREET PARKING PERMITTED.
5. 4-FT. WIDE SIDEWALK ALONG NORTH SIDE OF ROAD.
6. 3-WAY STOP AT THE INTERSECTION WITH CENTER STREET.
7. TREES REMOVED = 9
8. DOES NOT QUALIFY AS A 'MAJOR DEVELOPMENT' UNDER STORMWATER ORDINANCE.



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

CARMELA ROBERTS, PE
LICENSED PROFESSIONAL ENGINEER
STATE OF NEW JERSEY LIC. No. 24603441900

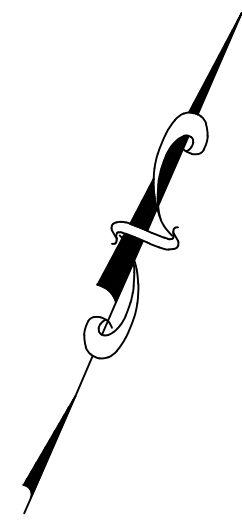
TED W. PIVOVARNICK, PLS
LICENSED PROFESSIONAL LAND SURVEYOR
STATE OF NEW JERSEY LIC. No. 246503586800

RAILROAD AVENUE - CONCEPT PLANS

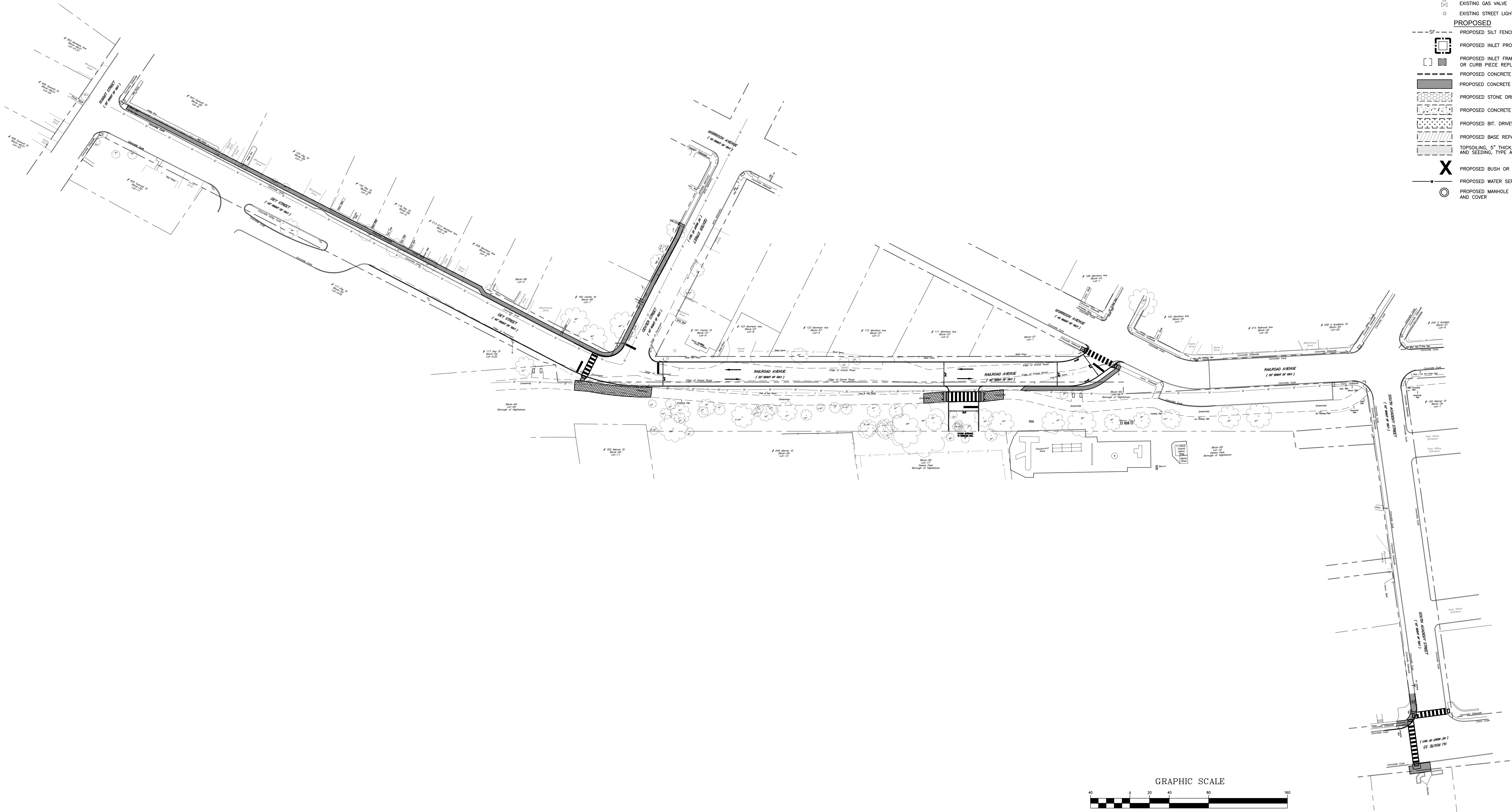
IMPROVEMENTS TO
RAILROAD AVENUE AND
DEY STREET

BOROUGH OF HIGHTSTOWN, MERCER COUNTY, NEW JERSEY

FILE No.: H1801	DESIGNED BY: CC
DRAWN BY: SP	CHECKED BY: CC
DATE: 4/30/2021	
SCALE: 1"=20'	
DWG. No.: RRT1	
SHEET No.:	



LEGEND	
EXISTING	
	EXISTING STREET ROW LINE
	EXISTING CONCRETE CURB
	EXISTING CONTOURS
	EXISTING SPOT ELEVATION
	EXISTING TREE
	EXISTING DRAINAGE PIPE
	EXISTING UTILITY POLE
	EXISTING PARKING LOT LIGHT
	EXISTING INLETS
	EXISTING WATER SERVICE
	EXISTING GAS SERVICE
	EXISTING OVERHEAD WIRES
	EXISTING FENCE
	EXISTING MANHOLE
	EXISTING WATER VALVE
	EXISTING GAS VALVE
	EXISTING STREET LIGHT
PROPOSED	
	PROPOSED SILT FENCE
	PROPOSED INLET PROTECTION
	PROPOSED INLET FRAME, GRATE, OR CURB PIECE REPLACEMENT
	PROPOSED CONCRETE VERTICAL CURB
	PROPOSED CONCRETE SIDEWALK
	PROPOSED STONE DRIVEWAY REPAIR
	PROPOSED CONCRETE DRIVEWAY REPAIR
	PROPOSED BIT. DRIVEWAY REPAIR
	PROPOSED BASE REPAIR
	TOPSOILING, 5" THICK, FERTILIZING AND SEEDING, TYPE A-3
	PROPOSED BUSH OR TREE REMOVAL
	PROPOSED WATER SERVICE
	PROPOSED MANHOLE FRAME AND COVER



Roberts
ENGINEERING GROUP LLC
Whisper Business Enterprise Certified
CERTIFICATE OF AUTHORIZATION: 24GA2859100

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

CARMELA ROBERTS, PE
LICENSED PROFESSIONAL ENGINEER
STATE OF NEW JERSEY LIC. No. 24GE03441900

TED W. PIVOVARNICK, PLS
LICENSED PROFESSIONAL LAND SURVEYOR
STATE OF NEW JERSEY LIC. No. 24GS03586800

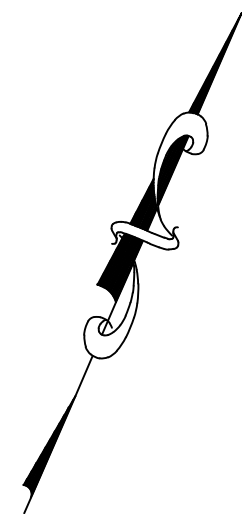
RAILROAD AVENUE — CONCEPT No. 1

IMPROVEMENTS TO RAILROAD AVENUE AND DEY STREET

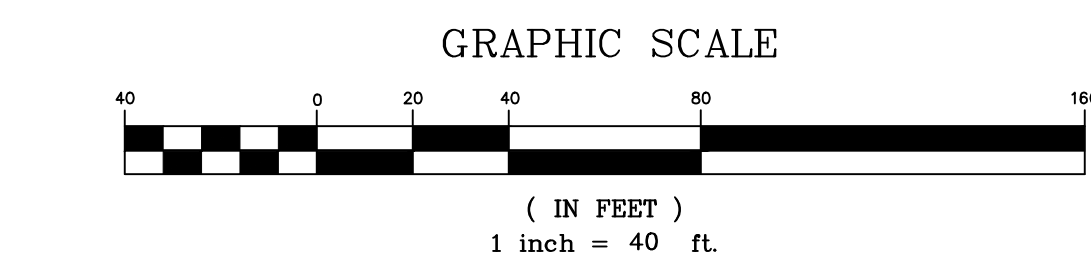
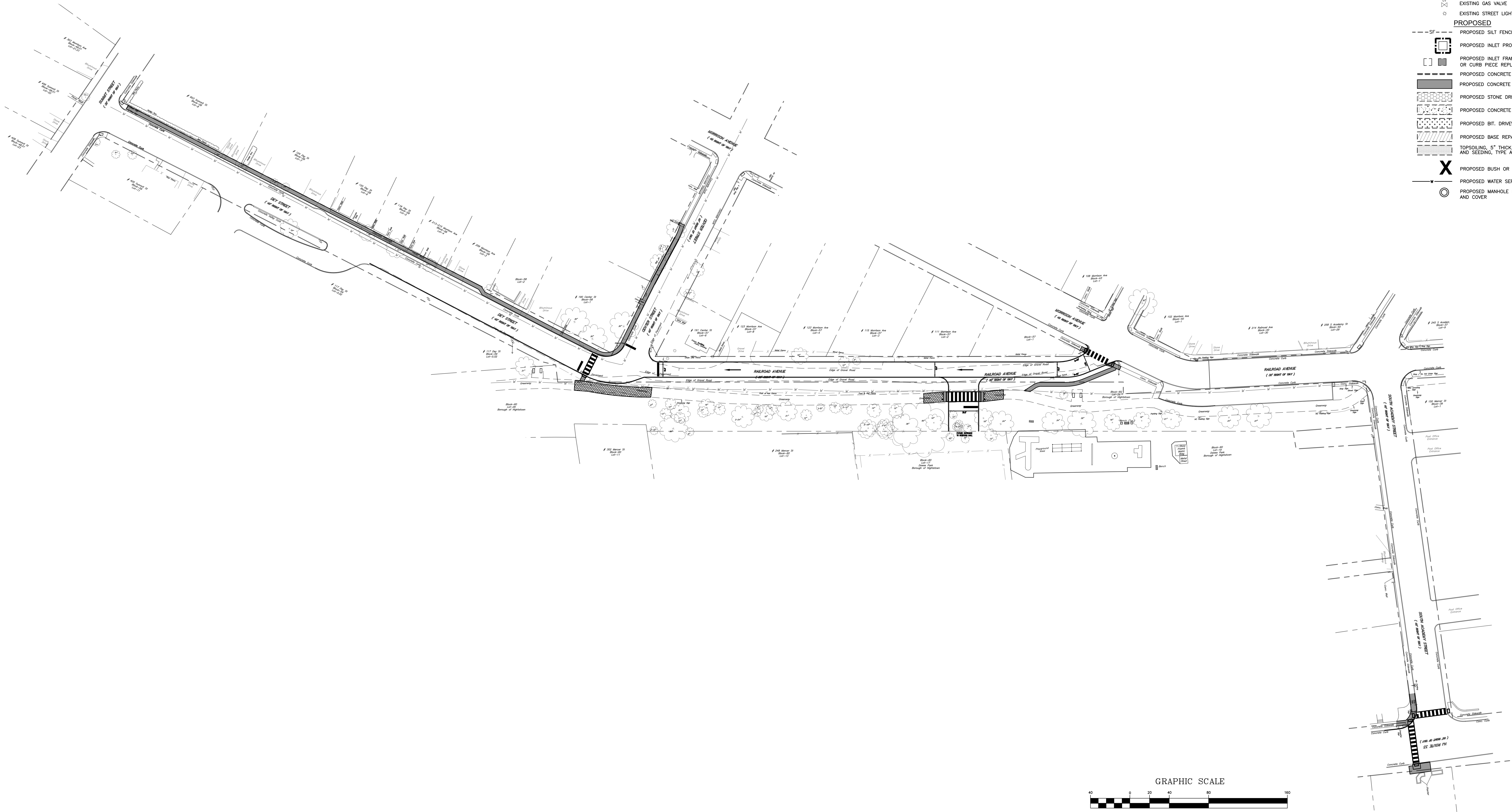
BOROUGH OF HIGHTSTOWN, MERCER COUNTY, NEW JERSEY

FILE No.:	DESIGNED BY:
H1801	CC
DRAWN BY:	CHECKED BY:
SP	CC
DATE:	4/30/2021
SCALE:	1"=40'
DWG. No.:	SC1
SHEET No.:	

2 OF 4



LEGEND	
EXISTING	
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	EXISTING CONCRETE CURB
	EXISTING CONTOURS
	EXISTING SPOT ELEVATION
	EXISTING TREE
	EXISTING DRAINAGE PIPE
	EXISTING UTILITY POLE
	EXISTING PARKING LOT LIGHT
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	EXISTING MANHOLE
	EXISTING WATER VALVE
	EXISTING GAS VALVE
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	PROPOSED SILT FENCE
	PROPOSED INLET PROTECTION
	PROPOSED INLET FRAME, GRATE, OR CURB PIECE REPLACEMENT
	PROPOSED CONCRETE VERTICAL CURB
	PROPOSED CONCRETE SIDEWALK
	PROPOSED STONE DRIVEWAY REPAIR
	PROPOSED CONCRETE DRIVEWAY REPAIR
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	PROPOSED BASE REPAIR
	TOPSOILING, 5" THICK, FERTILIZING AND SEEDING, TYPE A-3
	PROPOSED BUSH OR TREE REMOVAL
	PROPOSED WATER SERVICE
	PROPOSED MANHOLE FRAME AND COVER



 Roberts ENGINEERING GROUP LLC Whisper Business Enterprise Certified CERTIFICATE OF AUTHORIZATION: 24GA28159100	1670 Whitehorse-Hamilton Square Rd. Hamilton, New Jersey 08690 609-586-1141 fax 609-586-1143 www.RobertsEngineeringGroup.com	RAILROAD AVENUE – CONCEPT No. 2	
		IMPROVEMENTS TO RAILROAD AVENUE AND DEY STREET	
CARMELA ROBERTS, PE LICENSED PROFESSIONAL ENGINEER STATE OF NEW JERSEY LIC. No. 24GE03441900	TED W. PIVOVARNICK, PLS LICENSED PROFESSIONAL LAND SURVEYOR STATE OF NEW JERSEY LIC. No. 24G503586800	BOROUGH OF HIGHTSTOWN, MERCER COUNTY, NEW JERSEY	
		FILE No.: H1801 DRAWN BY: CC SP: CC DATE: 4/30/2021 SCALE: 1"=40' DWG. No.: SC2 SHEET No.	



Roberts

ENGINEERING GROUP LLC
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www.RobertsEngineeringGroup.com

February 4, 2021

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

Re: Improvements to Hausser Avenue,
Bennett Place, and Prospect Drive
Borough of Hightstown, Mercer County
Our File No.: H1603

Dear Mayor and Council:

Enclosed with this letter, please find a copy of a letter received from the NJDOT notifying the Borough that it has been awarded funding through the Municipal Aid Program for Improvements to Hausser Avenue, Bennett Place, and Prospect Drive in the amount of \$500,000.00.

You may recall that the requested funding amount was for approximately \$630,000.00. The awarded allotment is \$130,000.00 less than the estimated construction cost. This cost does not include the costs for sanitary sewer repairs and water main replacement.

In reviewing with the Borough Water Department and as noted in the Borough's Water Asset Management Plan, there have been many water main/service breaks in this neighborhood. Therefore, there is a significant need to replace a portion of the existing water system. Hausser Avenue and Bennett Place require new water mains and water services. Prospect Drive requires new water services. The estimated construction cost to replace the water mains and services is approximately \$290,000.00.

We must review the sanitary collection system to determine if any improvements are needed there.

Design and inspection costs will not be eligible under the allotment and therefore were not included in the application made to the NJDOT. The anticipated costs for survey, design, permitting, bidding, and construction administration/inspection are as follows:

Roadway Improvements

Survey, Design, Permitting, and Bidding =	\$63,000.00
<u>Construction Administration and Inspection =</u>	<u>\$75,000.00</u>
TOTAL =	\$138,000.00

The deadline to award these improvements to a contractor is November 2022. I request that Council authorize this by Summer 2021. This will allow appropriate time for this office to prepare conceptual plans, review with Borough Committees, secure funding for the water improvements through USDA or NJ Infrastructure Bank loans, obtain permits, and meet NJDOT grant requirements.

Please review the above figures and advise as to how the Council would like to move forward. Should you have any questions please feel free to contact me.

Very truly yours,

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

cc: Debra Sopronyi, RMC, QPA, CMR, Borough Administrator/Borough Clerk
Peggy Riggio, RMC, CMR, Deputy Borough Clerk
George Lang, Borough CFO
Cameron Corini, PE, CME, 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

RECEIVED

November 16, 2020

NOV 24 2020

The Honorable Lawrence Quattrone
Mayor, Hightstown
156 Bank Street
Hightstown, NJ 08520

Roberts Engineering Group, LLC

Dear Mayor Quattrone:

I am pleased to inform you that Hightstown has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2021 Municipal Aid Program for Improvements to Hausser Avenue, Bennett Place, and Prospect Drive in the amount of \$500,000.00.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 635 applications from 549 municipalities requesting more than \$342 million. There is \$161.25 million available in funds from the Transportation Trust Fund (TTF) supported by the State gas tax.

As part of the Department's Commitment to Communities, NJDOT provides statewide assistance for local governments for improvements to and preservation of the local transportation network, this network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help achieve this goal and provide your constituents and everyone that uses local roads a transportation system that provides the mobility they deserve.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington - 973-810-9166
District 2 - Newark - 973-877-1500

District 3 - Trenton - 609-963-2020
District 4 - Cherry Hill - 856-414-8414

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Again, thank you for your support of this program and good luck with your project.

Sincerely,

A handwritten signature in cursive script, reading "Diane Gutierrez-Scaccetti".

Diane Gutierrez-Scaccetti
Commissioner

cc: Municipal Clerk; Municipal Engineer

**Borough of Hightstown
2021 Capital**

General Capital		Capital Imp Fund	Grant Funding	Debt Authorized	Grant
Improvements to Hauser Avenue, Bennett Place and Prospect Dr.	775,000.00		500,000.00	275,000.00	DOT
Improvements to Railroad Avenue and Dey Street	620,000.00		529,632.00	90,368.00	DOT
soft Costs Hauser, Bennett, Prospect	145,000.00			145,000.00	
soft Costs Railroad Avenue and Dey Street	90,000.00			90,000.00	
	1,630,000.00	-	1,029,632.00	600,368.00	

Water-Sewer Capital

Water-Sewer Improvements - Railroad and Dey	10,000.00			10,000.00	
Water-Sewer Improvements - Hauser, Bennett and Prospect	640,000.00			640,000.00	
soft Costs Railroad Avenue and Dey Street	5,000.00			5,000.00	
soft Costs - Hauser, Bennet and Prospect	55,000.00			55,000.00	
				-	
	710,000.00	-	-	710,000.00	

Ordinance 2021-06

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

**AN ORDINANCE PROHIBITING THE OPERATION OF ANY CLASS OF
CANNABIS BUSINESSES WITHIN THE GEOGRAPHICAL BOUNDARIES
OF THE BOROUGH OF HIGHTSTOWN IN MERCER COUNTY,
NEW JERSEY, AND AMENDING AND SUPPLEMENTING
CHAPTER 28, ENTITLED “ZONING,” OF THE REVISED GENERAL
ORDINANCES OF THE BOROUGH, IN ORDER TO ESTABLISH A
NEW SECTION THEREOF TO BE KNOWN AS
SECTION 28-12, ENTITLED “CANNABIS.”**

WHEREAS, in 2020 New Jersey voters approved Public Question No. 1, which amended the New Jersey Constitution to allow for the legalization of a controlled form of marijuana called “cannabis” for adults at least 21 years of age; and

WHEREAS, on February 22, 2021, Governor Murphy signed into law P.L. 2021, c. 16, known as the “New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act” (the “Act”), which legalizes the recreational use of marijuana by adults 21 years of age or older, and establishes a comprehensive regulatory and licensing scheme for commercial recreational (adult use) cannabis operations, use and possession; and

WHEREAS, the Act establishes six marketplace classes of licensed businesses, including:

- Class 1 Cannabis Cultivator license, for facilities involved in growing and cultivating cannabis;
- Class 2 Cannabis Manufacturer license, for facilities involved in the manufacturing, preparation, and packaging of cannabis items;
- Class 3 Cannabis Wholesaler license, for facilities involved in obtaining and selling cannabis items for later resale by other licensees;
- Class 4 Cannabis Distributer license, for businesses involved in transporting cannabis plants in bulk from on licensed cultivator to another licensed cultivator, or cannabis items in bulk from any type of licensed cannabis business to another;
- Class 5 Cannabis Retailer license for locations at which cannabis items and related supplies are sold to consumers; and
- Class 6 Cannabis Delivery license, for businesses providing courier services for consumer purchases that are fulfilled by a licensed cannabis retailer in order to make deliveries of the purchases items to a consumer, and which service would include the ability of a consumer to make a purchase directly through the cannabis delivery service which would be presented by the delivery service for fulfillment by a retailer and then delivered to a consumer.

WHEREAS, section 31a of the Act authorizes municipalities by ordinance to adopt regulations governing the number of cannabis establishments (defined in section 3 of the Act as “a cannabis cultivator, a cannabis manufacturer, a cannabis wholesaler, or a cannabis retailer”), cannabis distributors or cannabis delivery services allowed to operate within their boundaries, as well as the location manner and times operation of such establishments, distributors or delivery services, and establishing civil penalties for the violation of any such regulations; and

WHEREAS, section 31b of the Act authorizes municipalities by ordinance to prohibit the operation of any one or more classes of cannabis establishments, distributors, or delivery services anywhere in the municipality; and

WHEREAS, section 31b of the Act also stipulates, however, that any municipal regulation or prohibition must be adopted within 180 days of the effective date of the Act (*i.e.*, by August 22, 2021); and

WHEREAS, pursuant to section 31b of the Act, the failure to do so shall mean that for a period of five years thereafter, the growing, cultivating, manufacturing, selling and reselling of cannabis and cannabis items shall be permitted uses in all industrial zones, and the retail selling of cannabis items to consumers shall be a conditional use in all commercial and retail zones; and

WHEREAS, at the conclusion of the initial and any subsequent five-year period following a failure to enact local regulations or prohibitions, the municipality shall again have 180 days to adopt an ordinance regulating or prohibiting cannabis businesses, but any such ordinance would be prospective only and would not apply to any cannabis business already operating within the municipality; and

WHEREAS, the Borough Council of the Borough of Hightstown (the “Borough”), in the County of Mercer, and State of New Jersey, has determined that, due to present uncertainties regarding the potential future impacts that allowing one or more classes of cannabis business might have on New Jersey municipalities in general, and on the Borough in particular, it is at this time necessary and appropriate, and in the best interest of the health, safety and welfare of the Borough’s residents and members of the public who visit, travel, or conduct business in the Borough, to prohibit all manner of marijuana-related land use and development within the geographic boundaries of the Borough, and to amend the Borough’s zoning regulations accordingly; and

WHEREAS, officials from two prominent non-profit organizations that have been established for the purpose of advising New Jersey municipalities on legal matters such as have been presented by the Act (those organizations being the New Jersey State League of Municipalities and the New Jersey Institute of Local Government Attorneys) have strongly urged that, due to the complexity and novelty of the Act; the many areas of municipal law that are or may be implicated in decisions as to whether or to what extent cannabis or medical cannabis should be permitted for land use purposes or otherwise regulated in any particular municipality; and the relatively short duration in which the Act would allow such decisions to be made before imposing an automatic authorization of such uses in specified zoning districts subject to unspecified conditions, the most prudent course of action for all municipalities, whether or not generally in favor of cannabis or medical cannabis land development and uses, would be to prohibit all such uses within the Act’s 180-day period in order to ensure sufficient time to carefully review all aspects of the Act and its impacts.

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, pursuant to section 31b of the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (P.L. 2021, c. 16) (the “Act”), all cannabis establishments, cannabis distributors and/or cannabis delivery services, as those terms are defined in the Act, are hereby prohibited from locating and/or operating anywhere within the geographical boundaries of the Borough, except that the delivery of cannabis items and related supplies by a delivery service within the Borough shall be permitted.

Section 2. That Chapter 28, entitled “Zoning,” of the Revised General Ordinances of the Borough of Hightstown (the “Borough Code”) is hereby amended and supplemented in order to establish a new Section thereof, to be known as Section 28-12, entitled “Cannabis,” as follows:

Section 28-12

CANNABIS

Subsections:

28-12-1 Scope and Purpose; Authority.

28-12-2 Cannabis Operations Prohibited.

Subsection 28-12-1 Scope and Purpose; Authority.

The purpose of this ordinance is to prohibit, within the geographical boundaries of the Borough, the location and/or operation of all classes of cannabis establishments or cannabis distributors or cannabis delivery services, as said terms are defined in section 3 of the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace

Modernization Act (P.L. 2021, c. 16) (the “Act”), but not the delivery of cannabis items and related supplies by a delivery service.

This ordinance is adopted pursuant to the authority set forth in section 31b of the Act.

Subsection 28-12-2 Cannabis Operations Prohibited.

The location and/or operation of all classes of cannabis establishments or cannabis distributors or cannabis delivery services, as said terms are defined in section 3 of the Act, but not the delivery of cannabis items and related supplies by a delivery service, is hereby prohibited within the geographical boundaries of the Borough.

Section 3. That this Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 4. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 5. That, in the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

Introduction: May 3, 2021

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR



Borough of Hightstown Planning Board

156 Bank Street, Hightstown, NJ 08520
(609) 490-5100, ext. 617 Fax: (609) 371-0267

Website: www.hightstownborough.com

TO: Peggy Riggio, Deputy Municipal Clerk

FROM: Sandy Belan, Planning Board Secretary

SUBJECT: Ordinance 2021-06 – An Ordinance Prohibiting the Operation of Any Class of Cannabis Businesses within the Geographical Boundaries of the Borough of Hightstown in Mercer County, New Jersey, and Amending and Supplementing Chapter 28, Entitled “Zoning” of the Revised General Ordinances of the Borough, in order to Establish a New Section Thereof to be Known as Section 28-12, Entitled “Cannabis.”

DATE: May 10, 2021

At the Planning Board Meeting held on May 10, 2021, the Planning Board reviewed the proposed Ordinance 2021-06 and finds this ordinance to be “not inconsistent” with the Borough of Hightstown’s Master Plan.

Attached are two memorandums dated May 10, 2021, from the Planning Board Professionals, Jolanta Maziarz, Attorney and Brian Slaugh, Planner, which the Planning Board also reviewed.

Thank you.

Sandy Belan
Planning Board Secretary

Attachments

LAW OFFICE OF JOLANTA MAZIARZ LLC
COUNSELOR AT LAW

Memorandum of Law

To: Hightstown Borough Planning Board
From: Jolanta Maziarz, Esq.
Date: May 10, 2021
Re: Planning Board Action with regard to Ordinance 2021-06

This memorandum addresses the Planning Board's obligation under N.J.S.A. 40:55D-26 with regard to Ordinance 2021-06 prohibiting cannabis that was recently introduced by the Borough Council.

According to both the Municipal Land Use Law (the "MLUL") and the New Jersey Cannabis Regulatory, Enforcement Assistance and Marketplace Modernization Act (the "Cannabis Law"), local governing bodies are tasked with the authority to determine whether to take no action regarding cannabis regulation, prohibit cannabis, or regulate cannabis uses. Since Ordinance 2021-06 constitutes an amendment of the zoning ordinance, the governing body is required by the MLUL in N.J.S.A. 40:55D-64 to refer it to the Planning Board. The Planning Board is then required to study the ordinance and determine whether or not it is "not inconsistent" with the Master Plan. The Board has 35 days from the date of the governing body's referral to make and transmit its determination back to the governing body. If the Planning Board fails to send its determination to the governing body within the 35 days, the governing body may proceed to hearing and may adopt the ordinance on a simple majority. If the Planning Board finds that the ordinance is inconsistent with the Master Plan, the governing body may amend the ordinance upon the advice of the Board or may proceed to hearing without any amendment and adopt upon a super majority.

Hightstown's Ordinance 2021-06 is responsive to the time limitation to act that has been established by the Cannabis Law. Municipalities have been afforded 180 days from enactment to take some action; the choices are 1. to do nothing, 2. enact enforcement and zoning regulations to allow it, or 3. to prohibit it.

1. Doing Nothing.

If Hightstown were to choose to take no action within those 180 days, the danger is that cannabis uses would be permitted to locate within the Borough without regulation, control or oversight. The Borough will not have the power to choose which licenses would be permitted or the appropriate locations or to enact any rules regulating the uses. The legislature has said that operations engaged in the growing, manufacture, etc. of cannabis will become permitted uses in any industrial zones and that retail cannabis uses will become "conditional" uses in any commercial/retail zones. However, one note about conditional uses, if a municipality does not adopt any regulations, conditions will not exist for regulating the cannabis retail sale use, therefore, without conditions, the use will presumably be permitted.

The Cannabis Law also states that once a municipality has effectively “opted-in” due to its inaction, thereafter it will not be permitted to prohibit any cannabis uses for a period of 5 years. And after 5 years, a municipality will only be permitted to prohibit new businesses from establishing but will not be able to do anything about already established uses, even if they have proven to be problematic for the municipality (for example, have created a parking problem) in the location where they are established.

Clearly, this is the worst option as it bars Hightstown from regulating all cannabis uses for 5 years and uses established during the 5 years forever.

2. Enacting Regulations.

Hightstown may choose to enact rules to regulate cannabis uses but such rules require zoning changes. In order for a zoning change to occur, Hightstown should perform a planning analysis and study to determine the best zones for the use. Hightstown will also have to decide what types of licensed users to permit and what conditions or regulations to impose on the uses. Thereafter, there will need to be a master plan amendment and a zoning ordinance amendment. This process will likely take longer than 180 days. The date by which municipalities must decide is August 21, 2021.

If Hightstown were to seek to enact regulations, it is now too late to begin the process. However, opting-out for the time being will allow more time to study the issue properly, observe its implementation in other municipalities in the State, and learn from everyone else’s mistakes in regulating the uses.

3. Prohibiting or “Opting-Out” within 180 days.

Hightstown has chosen to prohibit all classes of cannabis uses within the proscribed 180 days in Ordinance 2021-06. There is nothing in the Cannabis Law, as currently adopted, that would stop the Borough from opting back in at a later date, the Borough does not need to wait 5 years to allow cannabis uses. The benefit of this approach is that it gives the Borough more time to determine where to allow the uses and how to regulate them without the pressure of a deadline. It also allows the Borough to observe the rollout of cannabis sales in other municipalities and the manner in which it proceeds. The Cannabis Law is new and its implementation is unknown.

The League of Municipalities is recommending opting out for now, as Hightstown has done, in order to study and better understand the ramifications of this legislation and how it will work.

The review that the Board is being asked to perform with regard to Ordinance 2021-06 only involves its consistency with the Master Plan, it has nothing to do with the propriety of prohibiting cannabis uses. I leave the discussion regarding the Master Plan to the Board Planner.



MEMORANDUM

Clarke Caton Hintz

Architecture
Planning
Landscape Architecture

100 Barrack Street
Trenton NJ 08608
clarkecatonhintz.com
Tel: 609 883 8383
Fax: 609 883 4044

To: Hightstown Planning Board

From: Brian Slaugh, PP, AICP
Borough Planner

Re: Referral from Borough Council
Ordinance 2021-06

Date: May 10, 2021

Fred Montferrat has requested that I put this memorandum together as guidance for the Planning Board this evening as to the referral from Borough Council of Ordinance 2021-06. Ordinance 2021-06 would create a new section of the Zoning Ordinance of the Borough Code replacing a reserved section, Section 28-12, and is intended to prohibit the operation of cannabis businesses in Hightstown to the extent permitted by state statute¹, at least temporarily. For an overview of the law, please see my memorandum of March 4, 2021, "Cannabis Legislation and Land Use".

Like any ordinance that involves land development – in this case the zoning ordinance – the Planning Board is required to issue a report within 35 days of the referral of the document from the governing body². The report is to identify any provisions that are inconsistent with the Master Plan, if there are any. The Planning Board may also make other recommendations that it deems appropriate. In practice this means about the matter at hand, rather than in general.

Master plans deal with various aspects of the built and natural environment and the use of land. The last full Master Plan was adopted in 1998 and was periodically reexamined in 2002, 2005 and 2013. Additional elements and technical appendices have been added since that time. Medical marijuana was first legalized in New Jersey in 2010 and recreational cannabis just in February. Both versions remain interdicted by federal law. The concept of the use of land for a marijuana or cannabis dispensary, production or growing facility, or warehouse, simply does not appear in any of the land use policies of the municipality, either because it is so new (cannabis) or of limited occurrence in the state (medical marijuana).

¹ - P.L. 2021, c. 16, "New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act".

² - from N.J.S.A. 40:55D-26.a.

John Hatch, FAIA
George Hibbs, AIA
Brian Slaugh, AICP
Michael Sullivan, AICP
Michael Hanrahan, AIA
Mary Beth Lonergan, AICP



MEMORANDUM

Clarke Caton Hintz

Secondly, there is also the unusual nature of the state legislation. Normally, if there is a type of land use that the state believes is of great importance, it simply mandates its use and/or location. Examples include community residences for the developmentally disabled, community residences for persons with head injuries, child care centers in non-residential zoning districts, and wind energy systems. In this instance, however, the ordinance transmitted for review changes no aspect of any zoning district, use or operation in the Borough that exists today. By extension, it also proposes nothing inconsistent with existing master plan policy since it proposes no change, but only to maintain the status quo of land use and development regulation. Consequently, Ordinance 2021-06 is not inconsistent with the Borough's master plan policies and recommendations.

Cc. Sandy Belan, Planning Board Secretary
Jolanta Maziarz, Esq.
Frederick Raffetto, Esq.

ORDINANCE 2021-07

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 4, ENTITLED “LICENSING,” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY,” RELATING TO PEDDLERS, SOLICITORS AND CANVASSERS

WHEREAS, the existing licensing regulations of the Borough of Hightstown (the “Borough”) as pertains to peddlers, solicitors and canvassers are set forth in Chapter 4, entitled “Licensing,” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey;” and

WHEREAS, the Mayor and Council wish to make certain revisions thereto relating to a resident’s right to privacy and quiet as pertains to peddlers, solicitors and canvassers.

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

Section 1. Chapter 4, entitled “Licensing,” Section 4-2, entitled “Peddlers”, and Section 4-3, entitled “Solicitors and Canvassers”, of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” are hereby amended and supplemented by adding the following:

DO NOT SOLICIT LIST

A. All residents of the Borough may register their name and address with the Borough Clerk together with a request to be placed on the “Do-Not-Solicit” list to be maintained by the Borough. The list shall register residents who do not wish to be approached at their residence or within the perimeter of their property by any peddler, solicitor or canvasser without exception.

B. All residents who have registered on the “Do-Not-Solicit” list may obtain from the Borough Clerk at no charge a sticker for display on their property warning that the property is on a No-Solicit list. Display of a sticker is not required for enforcement of the “Do-Not-Solicit” ban.

C. It shall be unlawful for a peddler, solicitor or canvasser to approach or seek personal contact with the occupant of any residence either at the residence or within the perimeter of the property if the residence is registered on an applicable “Do-Not-Solicit” list. All nonprofit, religious, or political groups canvassing exclusively door-to-door shall be exempt from the prohibitions of this section.

D. All peddlers, solicitors and canvassers shall be required to obtain the most current applicable “Do-Not-Solicit” list from the Borough Clerk when acquiring their license to operate.

E. Violation of this ordinance shall be a \$100 fine and revocation of the license to operate in the Borough. Revocation of the license shall be applicable to the company to which the license is issued and includes all employees working under same.

F. Residents shall remain on the Do-Not-Solicit list until they request to be removed or move from the registered address.

G. The Borough Clerk shall maintain the “Do-Not-Solicit” list and provide a current copy to all who receive a license as a peddler, solicitor or canvasser. The Clerk shall thereafter provide these individuals with updated copies of the lists upon request.

- H. This ordinance shall not be applicable to non-profit and/or political groups
- I. The Borough Clerk shall also maintain copies of the lists on the Borough website.
- J. The Police Department shall be responsible for enforcement of this ordinance and the Borough Clerk shall forward copies of the lists and list updates to the Chief of Police for enforcement purposes.

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

Section 4. This Ordinance shall become effective upon final passage and publication in accordance with the law.

Introduction:

Adoption:

ATTEST:

DEBRA L. SOPRONYI
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2021-078

*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 \$200,796.79 from the following accounts:

Current		\$76,011.04
W/S Operating		91,872.25
General Capital		19,495.50
Water/Sewer Capital		13,418.00
Grant		0.00
Trust		0.00
Unemployment Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Public Defender Trust		0.00
Escrow		<u>0.00</u>
Total		<u><u>\$200,796.79</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 May 17, 2021.

Debra L. Sopronyi
Borough Clerk

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

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
		Item Description	Amount	Charge Account	Acct Type Description		Enc Date	Date	Date	Invoice	Excl
A0218 AMERICAN WATER WORKS ASSOC.											
	21-00503	04/27/21 2021 MEMBERSHIP									
	1	2021 MEMBERSHIP 00107137 BLAKE	85.00	1-09-55-501-001-519	B Professional Assoc. Dues	R	04/27/21	05/11/21		7001918209	N
		Vendor Total:	85.00								
A0025 AT&T MOBILITY											
	21-00539	05/06/21 INV 287298218043X04282021									
	1	INV 287298218043X04282021 FIRE	83.05	1-01-25-256-002-094	B Computer Service,Support & Software	R	05/06/21	05/11/21		x04282021	N
	2	INV 287298218043X04282021 DPW	292.51	1-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	05/06/21	05/11/21		x04282021	N
	3	INV 287298218043X04282021 HPD	394.63	1-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	05/06/21	05/11/21		x04282021	N
	4	INV 287298218043X04282021 WTP	121.31	1-09-55-501-003-545	B Telephone-W/S-VERIZON	R	05/06/21	05/11/21		x04282021	N
	5	INV 287298218043X04282021AWWTP	105.23	1-09-55-501-003-545	B Telephone-W/S-VERIZON	R	05/06/21	05/11/21		x04282021	N
			996.73								
		Vendor Total:	996.73								
BUCKM005 BUCK MINING & MATERIAL INC											
	21-00515	05/03/21 YARD WASTE DISPOSAL									
	1	INV 1011 - YARD WASTE DISPOSAL	784.00	1-01-26-311-001-168	B Yardwaste	R	05/03/21	05/11/21		1011	N
		Vendor Total:	784.00								
C0396 CAVANAUGH'S, INC.											
	21-00389	04/07/21 TREATMENT OF GROUND BEES									
	1	TREATMENT OF GROUND BEES IN	245.00	1-01-28-369-001-141	B Parks & Playgrd Maintenance	R	04/07/21	05/11/21		802996	N
		Vendor Total:	245.00								
COMCA005 COMCAST BUSINESS											
	21-00512	05/03/21 8499 05 243 0051047 OAK LN									
	1	8499 05 243 0051047 OAK LN	109.57	1-09-55-501-002-545	B Internet Services	R	05/03/21	05/11/21		499052430051047	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 Continued												
21-00553	05/10/21	8499 05 243 0036659	OFC 1									
1	8499 05 243 0036659	OFC 1	294.57	1-01-20-140-001-060	B	Internet Services and Web Services	R	05/10/21	05/11/21		499052430036659	N
Vendor Total:			404.14									
C0087 CUSTOM BANDAG, INC												
21-00510	04/27/21	TIRES/TIRE REPAIR										
1	INV 80183525	- TIRE FOR CANYON	119.46	1-01-26-290-001-034	B	Motor Vehicle Parts & Access.	R	04/27/21	05/11/21		80183525	N
2	INV 80183524	- TIRE REPAIR -	108.00	1-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	04/27/21	05/11/21		80183524	N
			227.46									
Vendor Total:			227.46									
C0088 CUSTOM ENVIRONMENTAL TECH, INC												
21-00062	02/01/21	ZETA LYTE 1A RES 2020-232		B								
3	INV 7114 4/30/21	ZETA LYTE 1A	1,730.85	1-09-55-501-002-554	B	ZETA LYTE 1A POLYMER	R	02/01/21	05/11/21		7114	N
Vendor Total:			1,730.85									
DAVID010 D.R. CORDELL & ASSOCIATES, INC												
21-00316	03/18/21	QUOTE #13339										
1	19' REPLACEMENT	LOAD CHAIN	484.50	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/18/21	05/11/21		15846	N
2	CHAIN CONTAINER		105.28	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	03/18/21	05/11/21		15846	N
3	SHIPPING		37.00	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		15846	N
			626.78									
Vendor Total:			626.78									
Q0176 EUROFINS QC, LLC												
21-00516	05/03/21	WATER ANALYSIS										
1	INV 6300011702	WATER ANALYSIS	371.00	1-09-55-501-001-532	B	Outside Testing/Labs	R	05/03/21	05/11/21		6300011702	N
2	INV. 2023352	- WATER ANALYSIS	200.00	1-09-55-501-001-532	B	Outside Testing/Labs	R	05/03/21	05/11/21		2023352	N
3	INV. 2023325	- WATER ANALYSIS	200.00	1-09-55-501-001-532	B	Outside Testing/Labs	R	05/03/21	05/11/21		2023325	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
Q0176 EUROFINS QC, LLC Continued											
21-00516	05/03/21	WATER ANALYSIS	Continued								
4 INV 2023581	WATER ANALYSIS	200.00	1-09-55-501-001-532	B	Outside Testing/Labs	R	05/03/21	05/11/21		2023581	N
		971.00									
Vendor Total:		971.00									
EXXON005 EXXON LIGHTING CORPORATION											
21-00499	04/27/21	CLW-10182-65 - 2400 LUMEN BULB									
1 CLW-10182-65 - 2400 LUMEN BULB		146.24	1-01-26-290-001-127	B	Street Repair & Maintenance	R	04/27/21	05/11/21		INV216525	N
Vendor Total:		146.24									
S0081 GARY STEVENS											
21-00413	04/09/21	WEBSITE MAINTENANCE/NEWSLETTER									
1 WEBSITE MAINTENANCE		1,800.00	1-01-20-140-001-060	B	Internet Services and Web Services	R	04/09/21	05/11/21		0001164	N
2 NEWSLETTER		300.00	1-01-20-140-001-060	B	Internet Services and Web Services	R	04/09/21	05/11/21		0001164	N
		2,100.00									
Vendor Total:		2,100.00									
GEETA005 GEETANJALI JAIN											
21-00526	05/03/21	MILEAGE REIMBURSEMENT FEB-MAR									
1 MILEAGE REIMBURSEMENT FEB-MAR		211.96	1-01-27-330-001-045	B	Mileage/Travel	R	05/03/21	05/11/21		4/1/21	N
Vendor Total:		211.96									
M0714 GENSERVE, INC.											
21-00394	04/07/21	B SERVICE INV 0232344-IN									
1 B SERVICE INV 0232344-IN		195.00	1-09-55-501-002-511	B	Generator/Engine Maintenance Agreemt (B)	R	04/07/21	05/11/21		0232344-IN	N
21-00438	04/15/21	CONTRACTUAL GENERATOR SERVICE									
1 INV. 0232342 - B SERVICE		195.00	1-09-55-501-001-511	B	Generator/Engine Maintenance (B)	R	04/15/21	05/11/21		0232342	N
2 INV. 0232345 - B SERVICE		195.00	1-01-26-310-001-040	B	Generator-Municipal Bldg	R	04/15/21	05/11/21		0232345	N

[illegible]

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	Invoice	Excl
G0095	GROWING CONCERN, INC.											
21-00319	03/18/21	TURF RENOVATION - POWELL CT										
1	TURF RENOVATION - POWELL CT	2,350.00	1-09-55-501-001-535	B	Hydrants and Line Repair	R	03/18/21	05/11/21		0162617-IN	N	
Vendor Total:		2,350.00										
HANDI005	HANDI-HUT, INC.											
20-01675	12/31/20	PARTS FOR BUS SHELTER										
1	GLAZING ASSEMBLIES FOR NJ	680.00	0-01-26-290-001-127	B	Street Repair & Maintenance	R	12/31/20	05/11/21		0024891-IN	N	
2	GLAZING ASSEMBLIES FOR NJ	340.00	0-01-26-290-001-127	B	Street Repair & Maintenance	R	12/31/20	05/11/21		0024891-IN	N	
3	INTERMEDIATE POST (NOTCHED) -	96.00	0-01-26-290-001-127	B	Street Repair & Maintenance	R	12/31/20	05/11/21		0024891-IN	N	
4	NIN DOZEN POP RIVETS	27.00	0-01-26-290-001-127	B	Street Repair & Maintenance	R	12/31/20	05/11/21		0024891-IN	N	
5	CRATE CHARGE	100.00	0-01-26-290-001-127	B	Street Repair & Maintenance	R	12/31/20	05/11/21		0024891-IN	N	
6	FREIGHT	310.00	0-01-26-290-001-127	B	Street Repair & Maintenance	R	12/31/20	05/11/21		0024891-IN	N	
		1,553.00										
Vendor Total:		1,553.00										
H0023	HARPER CONTROL SOLUTIONS, INC.											
21-00001	01/27/21	PUMP CONTROL VALVE & DIST EXG										
1	QUOTE 210122-BW2 SERVICE FOR	1,965.00	1-09-55-501-001-503	B	Water Plant Maintenance	R	01/27/21	05/11/21		6919	N	
2	QUOTE 210122-BW1 DISTRIBUTOR	860.00	1-09-55-501-001-503	B	Water Plant Maintenance	R	01/27/21	05/11/21		6917	N	
3	QUOTE 210122-BW1 FREIGHT	75.00	1-09-55-501-001-503	B	Water Plant Maintenance	R	01/27/21	05/11/21		6917	N	
		2,900.00										
Vendor Total:		2,900.00										
H1100	HOME DEPOT CREDIT SERVICES											
21-00445	04/15/21	MAR/APR 2021 INVOICES										
1	INV 4521276 - CLOTHESLINE	5.48	1-01-26-310-001-024	B	Building Maintenance	R	04/15/21	05/11/21		4521276	N	
2	INV. 7522433 - TOILET VALVE	6.95	1-01-26-310-001-024	B	Building Maintenance	R	04/15/21	05/11/21		7522423	N	
3	INV. 4023994 - WEED PREVENTER	13.47	1-01-26-310-001-024	B	Building Maintenance	R	04/15/21	05/11/21		4023994	N	
		25.90										
21-00509	04/27/21	APRIL 2021 INVOICES										
1	INV. 4523001 - PVC ELS/CROSS	7.80	1-01-26-290-001-128	B	Maint.-Downtn Irrigation Sys.	R	04/27/21	05/11/21		4523001	N	
2	INV. 2525154 - PVC UNION	13.62	1-01-26-290-001-128	B	Maint.-Downtn Irrigation Sys.	R	04/27/21	05/11/21		2525154	N	
3	INV. 9525631 - UNIONS/ADAPTORS	30.34	1-01-26-290-001-128	B	Maint.-Downtn Irrigation Sys.	R	04/27/21	05/11/21		9525631	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	Exc	
H1100	HOME DEPOT CREDIT SERVICES	Continued										
21-00509	04/27/21 APRIL 2021 INVOICES		Continued									
4 INV.	2046783 - ADAPTERS/ELS	23.21	1-01-26-290-001-128	B Maint.-Downtn	Irrigation Sys.	R	04/27/21	05/11/21		2046783	N	
5 INV.	1046928 - ADAPTER/EL	17.74	1-01-26-290-001-128	B Maint.-Downtn	Irrigation Sys.	R	04/27/21	05/11/21		1046928	N	
		92.71										
	Vendor Total:	118.61										
J0257	JCP&L											
21-00541	05/06/21 MASTER ACCT 200 000 055 315											
1 100 008 482 778	MAXWELL AVE	24.71	1-09-55-501-002-504	B Electricity		R	05/06/21	05/11/21		95009090677	N	
2 100 009 294 701	WESTERLEA AVE	14.45	1-09-55-501-001-504	B Electricity		R	05/06/21	05/11/21		95009090677	N	
3 100 009 296 102	SPRINGCREST DR	18.01	1-09-55-501-002-504	B Electricity		R	05/06/21	05/11/21		95009090677	N	
4 100 012 445 746	BANK ST	4,819.65	1-09-55-501-001-504	B Electricity		R	05/06/21	05/11/21		95009090677	N	
5 100 012 529 309	OAK LN	7,606.00	1-09-55-501-002-504	B Electricity		R	05/06/21	05/11/21		95009090677	N	
		12,482.82										
21-00542	05/06/21 MASTER ACCT 200 000 055 364											
1 100 008 438 010	125 S MAIN ST	9.26	1-01-31-430-001-071	B Electric-Borough Hall		R	05/06/21	05/11/21		95009084241	N	
2 100 008 438 283	MAIN&STOCKTON	26.29	1-01-31-430-001-071	B Electric-Borough Hall		R	05/06/21	05/11/21		95009084241	N	
3 100 008 482 018	RT 33&MAXWELL	24.72	1-01-31-430-001-071	B Electric-Borough Hall		R	05/06/21	05/11/21		95009084241	N	
4 100 010 898 904	FRANKLIN ST &	28.53	1-01-31-430-001-071	B Electric-Borough Hall		R	05/06/21	05/11/21		95009084241	N	
5 100 012 487 714	148 N MAIN ST	542.39	1-01-31-430-001-071	B Electric-Borough Hall		R	05/06/21	05/11/21		95009084241	N	
6 100 012 487 862	FIREHOUSE	488.33	1-01-31-430-001-072	B Electric-Fire House		R	05/06/21	05/11/21		95009084241	N	
7 100 012 529 457	BORO HALL EQUIP	146.21	1-01-31-430-001-071	B Electric-Borough Hall		R	05/06/21	05/11/21		95009084241	N	
		1,265.73										
21-00556	05/10/21 VARIOUS ACCOUNTS 5/5/21-5/6/21											
1 100 100 104 247	MAIN ST	29.15	1-01-31-430-001-071	B Electric-Borough Hall		R	05/10/21	05/11/21		95716337897	N	
2 100 131 110 379	230 MERCER ST	57.33	1-01-31-430-001-071	B Electric-Borough Hall		R	05/10/21	05/11/21		95736291839	N	
3 100 051 508 677	MAIN ST	135.32	1-01-31-430-001-071	B Electric-Borough Hall		R	05/10/21	05/11/21		95716337895	N	
4 100 051 508 750	STOCKTON ST	189.67	1-01-31-430-001-071	B Electric-Borough Hall		R	05/10/21	05/11/21		95716337896	N	
5 100 072 968 868	STREET LIGHTS	56.32	1-01-31-430-001-071	B Electric-Borough Hall		R	05/10/21	05/11/21		95247071624	N	
6 100 012 445 936	168 BANK ST	197.23	1-01-25-260-001-074	B Electric		R	05/10/21	05/11/21		95247071627	N	
		665.02										
21-00557	05/11/21 VARIOUS ACCOUNTS DATED 5/10/21											
1 100 068 401 122	114 ROGERS AV	31.35	1-01-31-430-001-071	B Electric-Borough Hall		R	05/11/21	05/11/21		95626482651	N	

Vendor #	Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099		
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl	
J0257 JCP&L Continued												
21-00557	05/11/21	VARIOUS ACCOUNTS DATED 5/10/21 Continued										
2 100 059 701 167	WYCKOFF'S MILL	29.71	1-09-55-501-001-504	B	Electricity	R	05/11/21	05/11/21		95247075007	N	
3 100 077 953 188	BANK ST PARK	3.10	1-01-31-430-001-071	B	Electric-Borough Hall	R	05/11/21	05/11/21		95247075008	N	
4 100 079 096 689	GRANT ST PARK	3.10	1-01-31-430-001-071	B	Electric-Borough Hall	R	05/11/21	05/11/21		95626482652	N	
		67.26										
Vendor Total:		14,480.83										
J0258 JCP&L (STREET LIGHTING)												
21-00555	05/10/21	APRIL 2020 INV ACCT 041 & 240										
1 100 086 395 041	0 STOCKTON ST	23.13	1-01-31-435-001-075	B	Street Lighting	R	05/10/21	05/11/21		95247071625	N	
2 100 081 608 240	BLK LT 0	54.43	1-09-55-501-001-504	B	Electricity	R	05/10/21	05/11/21		95736291838	N	
		77.56										
Vendor Total:		77.56										
J0069 JERSEY ELEVATOR LLC												
21-00531	05/05/21	MAY 2021 ELEVATOR SERVICE										
1 MAY 2021	ELEVATOR SERVICE	184.33	1-01-26-310-001-029	B	Maintenance Contracts	R	05/05/21	05/11/21		253498	N	
Vendor Total:		184.33										
KUBIA005 KUBIAK ELECTRIC CO., INC.												
21-00498	04/27/21	INVOICE #21-308 ELECTRICAL INS										
1 MMC 8002K71	WET-LOCATION	12.89	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
2 AD 20720067	WEMA LED	96.30	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
3 3/4" PVC	CONDUIT SCHEDULE 40	24.30	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
4 3/4" PVC	FDE BOX DEEP BOX	22.22	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
5 1 GANG PVC	VERTICAL DECORA	20.46	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
6 3/4" PVC	MALE ADAPTER	0.62	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
7 3/4" LOCKNUT	STEEL	0.20	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
8 3/4" CHASE	NIPPLE	1.34	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
9 3/4" PVC	CPUPLING	1.86	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
10 3/4" PVC	CONDUIT CLICK STRAP	0.93	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
11 PVC	CEMENT	7.70	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
12 #12 THHN	WIRE STRANDED BLACK	6.60	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	
13 #12 THHN	WIRE STRANDED WHITE	6.60	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/27/21	05/11/21		21-308	N	

[illegible]

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	Invoice	Excl
M0261	MERCER COUNTY COMMUNITY COLLEG											
21-00538	05/05/21 FIRE POLICE BASIC COURSE 4/17											
1	FIRE POLICE BASIC COURSE 4/17	75.00		1-01-25-252-002-042		B	Education & Training	R	05/05/21	05/11/21	FA4072	N
	Vendor Total:	75.00										
NICH0005	NICHOLAS MITCHELL											
21-00532	05/05/21 REIMBURSEMENT FOR BOOTS											
1	REIMBURSEMENT FOR BOOTS	109.99		1-01-26-290-001-032		B	Uniforms	R	05/05/21	05/11/21	263050	N
	Vendor Total:	109.99										
NJADV005	NJ Advance Media											
21-00534	05/05/21 LEGAL ADS APRIL 2021											
1	ORD 2021-03 ADOPT	36.54		1-01-20-120-001-021		B	Advertisements	R	05/05/21	05/11/21	0009938881	N
2	NOTICE TO BIDDERS	115.48		1-01-20-120-001-021		B	Advertisements	R	05/05/21	05/11/21	0009939756	N
3	ORD 2021-04 ADOPT	13.92		1-01-20-120-001-021		B	Advertisements	R	05/05/21	05/11/21	0009945364	N
4	ORD 2021-05 ADOPT	13.92		1-01-20-120-001-021		B	Advertisements	R	05/05/21	05/11/21	0009945367	N
5	COUNCIL 2021 BUDGET WORKSHOPS	15.08		1-01-20-120-001-021		B	Advertisements	R	05/05/21	05/11/21	0009951128	N
		194.94										
	Vendor Total:	194.94										
NORTH005	NORTH AMER. PIPELINE SVCS, LLC											
21-00250	03/05/21 CLEAN & VAC 8HR DAYS JET/VAC											
1	CLEAN & VAC 8HR DAYS JET/VAC	2,900.00		1-09-55-501-002-537		B	Sewer Main Cleaning & Testing	R	03/05/21	05/11/21	303613	N
	Vendor Total:	2,900.00										
P0020	P.F. PETTIBONE CO.											
21-00408	04/09/21 MINUTE BOOKS											
1	MINUTE BOOKS BOROUGH COUNCIL	235.00		1-01-20-125-001-023		B	Printing & Stationary	R	04/09/21	05/11/21	180370	N
2	MINUTE BOOK - PLANNING BOARD	115.00		1-01-21-180-001-199		B	Miscellaneous	R	04/09/21	05/11/21	180370	N
3	MINUTE PAPER	168.00		1-01-20-125-001-023		B	Printing & Stationary	R	04/09/21	05/11/21	180370	N

May 11, 2021
02:46 PM

Borough of Hightstown
Bill List By Vendor Name

Page No: 10

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
P0020 P.F. PETTIBONE CO. Continued											
21-00408	04/09/21	MINUTE BOOKS	Continued								
4	SHIPPING & HANDLING	13.95	1-01-30-421-001-022	B	Postage & Express Charges	R	04/09/21	05/11/21		180370	N
		531.95									
Vendor Total:		531.95									
P0102 PEMBERTON ELECTRICAL SUPPLY CO											
21-00458	04/19/21	DIGITAL 24 TIMER									
1	40 AMP UNIVERSAL MULTI-VOLT	165.00	1-09-55-501-002-503	B	Sewer Plant Maintenance	R	04/19/21	05/11/21		035084	N
Vendor Total:		165.00									
READY005 READY REFRESH BY NESTLE											
21-00524	05/03/21	DEER PARK DISTILLED WATER									
1	DEER PARK DISTILLED WATER	38.97	1-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/03/21	05/11/21		5155101164	N
2	DELIVERY FEE	6.95	1-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/03/21	05/11/21		5155101164	N
		45.92									
21-00551	05/07/21	DISTILLED WATER									
1	DISTILLED WATER 12/2/20	63.91	0-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/07/21	05/11/21		5112131783	N
2	DISTILLED WATER 1/22/21	43.91	1-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/07/21	05/11/21		5127617214	N
3	DISTILLED WATER 3/4/21	63.91	1-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/07/21	05/11/21		5136838488	N
4	CREDIT WATCHUNG CARRYOVER 4/22	96.92	0-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/07/21	05/11/21		DA9757459	N
5	CREDIT WATCHUNG 9/10/20	36.96	0-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/07/21	05/11/21		CREDIT BAL	N
		37.85									
Vendor Total:		83.77									
REDAR005 RED ARROW TECHNOLOGIES, LLC											
21-00497	04/27/21	MONTHLY TECH SUPPORT MAY 2021									
1	MONTHLY TECH SUPPORT MAY 2021	1,749.63	1-01-20-140-001-094	B	Computer Service & Support	R	04/27/21	05/11/21		7256	N
2	INTERNET & WEB MAY 2021	1,004.55	1-01-20-140-001-060	B	Internet Services and Web Services	R	04/27/21	05/11/21		7256	N
3	TECH SUPPORT/INTERNET/WEB	629.89	1-09-55-501-002-530	B	Computer Software/Maint/Equip	R	04/27/21	05/11/21		7256	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												
21-00497	04/27/21	MONTHLY TECH SUPPORT MAY 2021	Continued									
4	TECH SUPPORT/INTERNET/WEB	283.94	1-09-55-501-001-530	B	Computer Software/Maint/Equip	R	04/27/21	05/11/21		7256		N
		3,668.01										
Vendor Total:		3,668.01										
R0077 ROBERTS ENGINEERING GRP LLC												
21-00521	05/03/21	BILLING THROUGH 4/24/21										
1	COUNCIL MEETINGS INV 4660	66.00	1-01-20-165-001-104	B	Attendance at Meetings (B)	R	05/03/21	05/11/21		4660		N
2	MISC REQUESTS INV 4661	362.00	1-01-20-165-001-199	B	MISCELLANEOUS	R	05/03/21	05/11/21		4661		N
3	STORM WATER PERMIT INV 4662	598.50	1-01-20-165-001-106	B	Misc. Road & Drainage Issues(B	R	05/03/21	05/11/21		4662		N
4	GENERAL SEWERS INV 4663	378.00	1-09-55-501-002-508	B	Engineer	R	05/03/21	05/11/21		4663		N
5	GENERAL WATER INV 4664	1,000.75	1-09-55-501-001-508	B	Engineer	R	05/03/21	05/11/21		4664		N
6	WATER TANKS INV 4665	7,022.00	C-08-55-963-000-544	B	DESIGN COSTS WATER TANKS/STANDPIPE	R	05/03/21	05/11/21		4665		N
7	WATER PLANT GEN & FLOOD GATES	4,896.00	C-08-55-965-000-540	B	FEMA FLOOD MIT GENERATOR ENGINEER 20-17	R	05/03/21	05/11/21		4666		N
8	INFLUENT DRYWELL UPGRADE 4667	741.25	1-09-55-501-002-508	B	Engineer	R	05/03/21	05/11/21		4667		N
9	STOCKTON & JOSEPH ST SIDEWALKS	1,776.00	C-04-55-876-001-447	B	IMP STOCKTON ST & JOSEPH ST 15-15 SEC 20	R	05/03/21	05/11/21		4668		N
10	IMP TO LINCOLN, HAGEMOUNT &	1,540.00	C-04-55-885-000-447	B	LINCOLN, HAGEMOUNT, ROCKY BROOK SEC 20	R	05/03/21	05/11/21		4669		N
11	SPRINGCREST ROAD INV 4671	3,735.50	C-04-55-890-000-447	B	SPRINGCREST, SPRUCE, GLEN 20-05 sec 20	R	05/03/21	05/11/21		4671		N
12	IMP TO RAILROAD AVE & DEY ST	12,444.00	C-04-55-894-002-447	B	RAILROAD AVE & DEY STREET SOFT COSTS	R	05/03/21	05/11/21		4672		N
		34,560.00										
21-00547	05/06/21	#4670; Attend 4/12/21 PB Mtg.										
1	#4670; Attend 4/12/21 PB Mtg.	132.00	1-01-21-180-001-106	B	Planning Board Engineer-General	R	05/06/21	05/11/21		#4670		N
Vendor Total:		34,692.00										
S0842 SANITATION EQUIPMENT CORP.												
21-00520	05/03/21	HYDRAULIC PUMP REPLACED										
1	INV. 57280 - REPLACE HYDRAULIC	5,018.21	1-01-26-305-001-034	B	Motor Vehicle Parts & Access.	R	05/03/21	05/11/21		57280		N
Vendor Total:		5,018.21										
W0156 SEARING, WILLIAM												
21-00506	04/27/21	REIMBURSE TURF TIRES & TUBES										
1	TURF TIRE SET FOR ALL AMERICAN	109.98	1-09-55-501-002-502	B	Vehicle Maintenance	R	04/27/21	05/11/21		9119437-3859426		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	
W0156 SEARING, WILLIAM Continued												
21-00506	04/27/21	REIMBURSE TURF TIRES & TUBES	Continued									
2 4 PACK 13X5.00-6 TUBES			24.99	1-09-55-501-002-502	B Vehicle Maintenance	R	04/27/21	05/11/21		9714240-6046651	N	
			134.97									
21-00508	04/27/21	REIMBURSE FOR 121 BENNETT PL										
1 DOLLAR TREE PAINT BRUSHES 4/16			5.00	1-09-55-501-002-503	B Sewer Plant Maintenance	R	04/27/21	05/11/21		055 26888358	N	
2 PAINT BRUSHES DOLLAR TREE 3/16			8.00	1-09-55-501-002-503	B Sewer Plant Maintenance	R	04/27/21	05/11/21		055 26236976	N	
3 GENERAC RETAINER VALUE KIT			29.99	1-09-55-501-002-503	B Sewer Plant Maintenance	R	04/27/21	05/11/21		6017082-8434618	N	
4 CARBURETOR GENERAC GENERATOR			19.44	1-09-55-501-002-503	B Sewer Plant Maintenance	R	04/27/21	05/11/21		3100037-0077862	N	
5 OIL PRESSURE SWITCH GENERAC			21.99	1-09-55-501-002-503	B Sewer Plant Maintenance	R	04/27/21	05/11/21		5193121-4173830	N	
			84.42									
Vendor Total:			219.39									
STATE005 STATEWIDE INSURANCE FUND												
21-00513	05/03/21	INSTALLMENT 3/4 WORKERS COMP										
1 CURRENT FUND GENERAL LIABILITY			11,021.00	1-01-23-210-003-112	B General Liability-JIF	R	05/03/21	05/11/21		2021C33	N	
2 CURRENT FUND WORKERS COMP			21,200.00	1-01-23-210-003-113	B Workers Compensation (JIF)	R	05/03/21	05/11/21		2021C33	N	
3 JIF WATER			7,236.25	1-09-55-501-001-515	B County Insurance - JIF	R	05/03/21	05/11/21		2021C33	N	
4 JIF SEWER			28,944.50	1-09-55-501-002-515	B County Insurance - JIF	R	05/03/21	05/11/21		2021C33	N	
			68,401.75									
Vendor Total:			68,401.75									
BLOCK005 TELESYSTEM												
21-00540	05/06/21	INV 449105 5/1/2021										
1 INV 449105 5/1/2021			1,302.54	1-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	05/06/21	05/11/21		449105	N	
Vendor Total:			1,302.54									
U0013 USA BLUE BOOK												
21-00501	04/27/21	LABORATORY SUPPLIES										
1 PART #36972 - THERMOSCIENTIFIC			266.70	1-09-55-501-001-506	B Laboratory Supplies	R	04/27/21	05/11/21		582787	N	
2 PART #40329 - PH BUFFER PACK			103.85	1-09-55-501-001-506	B Laboratory Supplies	R	04/27/21	05/11/21		582787	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	Invoice	Excl
U0013 USA BLUE BOOK Continued												
21-00501	04/27/21 LABORATORY SUPPLIES	Continued										
3	SHIPPING	34.78	1-09-55-501-001-506	B	Laboratory Supplies	R	04/29/21	05/11/21	582787	N		
		405.33										
	Vendor Total:	405.33										
U0061 USALCO BALTIMORE PLANT, LLC												
21-00063	02/01/21 ALUMINUM SULFATE RES 2020-235	B										
3	INV 20191230 4/27/21 LIQ ALUM	4,782.02	1-09-55-501-002-542	B	Aluminum Sulfate	R	02/01/21	05/11/21	20191230	N		
	Vendor Total:	4,782.02										
V0012 VERMEER NORTH ATLANTIC												
21-00192	02/26/21 ER REPAIRS TO VAC TRON											
1	QUOTE 34709	4,522.50	1-09-55-501-001-502	B	Vehicle Maintenance	R	02/26/21	05/11/21	10353056	N		
	Vendor Total:	4,522.50										
W0286 WEST WINDSOR TOWNSHIP												
21-00552	05/10/21 2021 HEALTH INTERLOCAL 2ND QTR											
1	2021 HEALTH INTERLOCAL 2ND QTR	7,892.00	1-01-43-511-001-026	B	West Windsor Health Contract	R	05/10/21	05/11/21	2ND QTR 2021	N		
	Vendor Total:	7,892.00										
Total Purchase Orders: 55 Total P.O. Line Items: 160 Total List Amount: 177,673.78 Total Void Amount: 0.00												

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	4,693.00	0.00	4,693.00	0.00	0.00	4,693.00
	0-09	69.97-	0.00	69.97-	0.00	0.00	69.97-
Year Total:		4,623.03	0.00	4,623.03	0.00	0.00	4,623.03
CURRENT FUND	1-01	59,843.13	0.00	59,843.13	0.00	0.00	59,843.13
	1-09	80,294.12	0.00	80,294.12	0.00	0.00	80,294.12
Year Total:		140,137.25	0.00	140,137.25	0.00	0.00	140,137.25
GENERAL CAPITAL	C-04	19,495.50	0.00	19,495.50	0.00	0.00	19,495.50
WATER/SEWER CAPITAL	C-08	13,418.00	0.00	13,418.00	0.00	0.00	13,418.00
Year Total:		32,913.50	0.00	32,913.50	0.00	0.00	32,913.50
Total of All Funds:		177,673.78	0.00	177,673.78	0.00	0.00	177,673.78

Date: May 17, 2021

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 5/17/2021

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
BANK OF AMERICA	5/7/2021	21-00528	32569	\$ 1,648.07
TREASURER STATE OF NEW JERSEY	5/7/2021	21-00305	32570	\$ 800.00
WYCKOFF'S MILL ASSOCIATION RE-ISSUE	5/7/2021	20-00168	32571	\$ 5,244.58
WYCKOFF'S MILL ASSOCIATION	5/7/2021	21-00548	32571	\$ 3,782.26

TOTAL	<u>\$11,474.91</u>
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<u>WATER AND SEWER OPERATING</u>				
TREASURER STATE OF NEW JERSEY	5/4/2021	21-00500	32496	\$ 11,648.10

TOTAL	<u>\$ 11,648.10</u>
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ESCROW

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

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

TOTAL	<u>\$ -</u>
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ANIMAL CONTROL TRUST

TOTAL	<u>\$ -</u>
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LAW ENFORCEMENT TRUST

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

TOTAL	<u>\$ -</u>
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PUBLIC DEFENDER TRUST

TOTAL	<u>\$ -</u>
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TAX LIEN TRUST

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

TOTAL	<u>\$ -</u>
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WATER AND SEWER CAPITAL

TOTAL	<u>\$ -</u>
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MANUAL TOTAL	<u>\$23,123.01</u>
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Resolution 2021-079

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

RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, DETERMINING THE FORM AND OTHER DETAILS OF ITS “NOTE RELATING TO THE CONSTRUCTION FINANCING LOAN PROGRAM OF THE NEW JERSEY INFRASTRUCTURE BANK”, TO BE ISSUED IN THE PRINCIPAL AMOUNT OF UP TO \$1,435,000, AND PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTE TO THE NEW JERSEY INFRASTRUCTURE BANK, AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH NOTE BY THE BOROUGH IN FAVOR OF THE NEW JERSEY INFRASTRUCTURE BANK, ALL PURSUANT TO THE NEW JERSEY INFRASTRUCTURE BANK CONSTRUCTION FINANCING LOAN PROGRAM.

WHEREAS, the Borough of Hightstown, in the County of Mercer (the “Local Unit”), New Jersey, is making improvements to its drinking water infrastructure including, but not limited to, the replacing and relining of the water mains within the Borough, including all work and materials necessary therefor and incidental thereto (the “Project”), and it is the desire of the Local Unit to obtain financing for such Project through participation in the environmental infrastructure financing program (the “New Jersey Water Bank”) of the New Jersey Infrastructure Bank (the “I-Bank”);

WHEREAS, the Local Unit has previously determined to temporarily finance the undertaking of the Project through two bond anticipation notes issued to fund the Project in part (the “Notes”) and which Notes mature on December 8, 2021; and

WHEREAS, the Local Unit has determined to prepay the Notes and undertake a subsequent proposed temporary financing with the proceeds of a short-term loan to be made by the I-Bank (the “Construction Loan”) to the Local Unit within 90 days of the prepayment of the Notes, pursuant to the Construction Financing Loan Program of the I-Bank (the “Construction Financing Loan Program”);

WHEREAS, in order to (i) evidence and secure the repayment obligation of the Local Unit to the I-Bank with respect to the Construction Loan and (ii) satisfy the requirements of the Construction Financing Loan Program, it is the desire of the Local Unit to issue and sell to the I-Bank the “Note Relating to the Construction Financing Loan Program of the New Jersey Infrastructure Bank” in an aggregate principal amount of up to \$1,435,000 (the “Note”);

WHEREAS, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note to the I-Bank pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the “Local Bond Law”), and other applicable law; and

WHEREAS, Section 28 of the Local Bond Law allows for the sale of the Note to the I-Bank, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note to the I-Bank without any public offering, all under the terms and conditions set forth therein.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Local Unit as follows:

Section 1. In accordance with Section 28 of the Local Bond Law and N.J.S.A. 58:11B-

9, the Local Unit hereby authorizes the issuance, sale and award the Note in accordance with the provisions hereof. The obligation represented by the Note has been appropriated and authorized by bond ordinance 2017-010 finally adopted on August 21, 2017, as supplemented by bond ordinance 2019-09 finally adopted on June 17, 2019 (collectively, the “Bond Ordinance”) authorizing an aggregate amount of \$1,435,000 of bond, and any notes issued in anticipation thereof, for the Project. A quorum was present and acted throughout the Bond Ordinance, all pursuant to the terms of the Local Bond Law and other applicable law.

Section 2. The Chief Financial Officer of the Local Unit (the “Chief Financial Officer”) is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions hereof, (i) the final principal amount of the Note (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note.

Section 3. Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note by the parties authorized pursuant to Section 4(h) hereof.

Section 4. The Local Unit hereby determines that certain terms of the Note shall be as follows:

- (a) the principal amount of the Note to be issued shall be an amount up to \$1,435,000;
- (b) the maturity of the Note shall be as determined by the I-Bank;
- (c) the interest rate of the Note shall be as determined by the I-Bank;
- (d) the purchase price for the Note shall be par;
- (e) the Note shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note;
- (f) the Note shall be issued in a single denomination and shall be numbered “CFP-2021-1”;
- (g) the Note shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Local Unit Clerk.

Section 5. The Note shall be substantially in the form provided by the I-Bank.

Section 6. The law firm of McManimon, Scotland and Baumann, LLC is hereby authorized to arrange for the printing of the Note, which law firm may authorize McCarter & English, LLP, bond counsel to the I-Bank for the Construction Loan Financing Program, to arrange for same.

Section 7. The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the I-Bank and its representatives, agents, counsel and advisors, to be executed in connection with the issuance and sale of the Note and the participation of the Local Unit in the

Construction Financing Loan Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note and the participation of the Local Unit in the Construction Financing Loan Program and to prepay the Notes.

Section 8. This resolution shall take effect immediately.

Section 9. Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to McManimon, Scotland & Baumann, LLC, bond counsel to the Local Unit, David Zimmer, Executive Director of the I-Bank, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the I-Bank.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 17, 2021.

Debra L. Sopronyi
Borough Clerk

Resolution 2021-080

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

MAKING AND CONFIRMING APPOINTMENTS TO THE HIGHTSTOWN BOROUGH ENVIRONMENTAL COMMISSION

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

Haritha Chityala	Ux. 2 yrs.	December 31, 2021
Joseph Studholme	Ux. 2 yrs.	December 31, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 17, 2021.

Debra L. Sopronyi
Borough Clerk

Resolution 2021-081

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF THE 2021 BUDGET

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2021 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 2021 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	387,700.00	982,497.00	1,370,197.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service – Current	0.00	0.00	0.00
Water/Sewer	140,000.00	477,966.00	617,966.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	527,700.00	1,460,463.00	1,988,163.00

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 2021 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 May 17, 2021.

Debra L. Sopronyi
Deputy Borough Clerk

SCHEDULE "A"

Current Fund

Mayor and Council	Salaries and Wages	4,400.00
Municipal Clerk	Salaries and Wages	6,000.00
Financial Administration	Salaries and Wages	3,000.00
Municipal Court	Salaries and Wages	2,000.00
Planning Board	Other Expenses	4,000.00
Group Health Insurance	Other Expenses	60,000.00
Workers Compensation	Other Expenses	13,600.00
Police	Salaries and Wages	200,000.00
Solid Waste	Salaries and Wages	10,000.00
Buildings and Grounds	Salaries and Wages	4,000.00
Buildings and Grounds	Other Expenses	12,000.00
Recycling	Salaries and Wages	5,000.00
Board of Health	Salaries and Wages	7,000.00
Parks and Recreation	Salaries and Wages	3,000.00
Landfill	Other Expenses	25,000.00
Uniform Construction Code	Salaries and Wages	11,000.00
Housing Code Enforcement	Salaries and Wages	6,000.00
Social Security	Other Expenses	7,000.00
County Dispatch EMS	Other Expenses	<u>4,700.00</u>
Total Current Fund		<u>387,700.00</u>

Water-Sewer Operating Fund

Salaries and Wages	90,000.00
Other Expenses	<u>50,000.00</u>
Total Water Sewer Operating	<u>140,000.00</u>
Total	<u><u>527,700.00</u></u>