

Agenda
Hightstown Borough Council
 October 18, 2021
 6:30 PM – Public Session

www.zoom.com

Meeting ID: 815 8824 2600

Passcode: 32PUcQ

<https://us02web.zoom.us/j/81588242600?pwd=d0RyVmgzdllrZWJveTR2OG1tVUttQT09>

(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

Presentations Greg Ciano – 300th Anniversary Events

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 **Ordinance 2021-15 Public Hearing and Final Reading** An Ordinance Amending and Supplementing Chapter 26, Entitled “Land Use” Section 10, Entitled “Mandatory Developer Fees”, of the “Revised General Ordinances of the Borough of Hightstown, New Jersey.”

Resolutions

2021-158 Authorizing Payment of Bills

2021-159 Authorizing the Renewal of a Shared Services Agreement with Robbinsville Township for Emergency Medical Services

2021-160 Authorizing Payment No. 2 – Earle Asphalt Company – Improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive & Schuyler Avenue

2021-161 Resolution Authorizing the Award of a Non-Fair and Open Contract for Phone System Upgrades & SIP Trunk Migration

2021-162 Authorizing Payment – Earle Asphalt Company – Granite Curb Replacement Stockton Street

2021-163 Authorizing Receipt of Bids for Curbside Recycling Collection

- Consent Agenda**
- 2021-164** Resolution Appointing Risk Management Consultant
 - 2021-165** Resolution Appointing a Fund Commissioner
 - 2021-166** Amending Resolution 2021-156 – Authorizing Refund of Tax Overpayment – 32 Norton Avenue

New Business

- Old Business**
- Animal Control Officer
 - First Aid Vehicles
 - Dates for Special Meeting – Towing Company Hearing

Subcommittee Reports

Mayor/Council/Administrative Reports

- Executive Session**
- Resolution 2021-167** Authorizing a Meeting that Excludes the Public
 - Attorney Client Privilege
 - Contract Negotiations – Shared Services East Windsor Stockton Street Sidewalks
 - Contract Negotiations – Housing Authority

Adjournment

ORDINANCE 2021-15

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 26, ENTITLED “LAND USE”, SECTION 10, ENTITLED “MANDATORY DEVELOPMENT FEES”, OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

WHEREAS, the Borough Planner has made certain recommendations for revisions to Chapter 26, “Land Use”, Section 10, entitled “Mandatory Development Fees” of the Borough Revised General Ordinances of the Borough of Hightstown; and

WHEREAS, the Borough Council has reviewed and concurs with these recommendations.

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

Section 1. Chapter 26 “Land Use”, Section 10, entitled “Mandatory Developer Fees” is hereby amended as follows (underline for additions, strikethroughs for deletions):

Section 26-10

MANDATORY DEVELOPMENT FEES

Subsections:

26-10-1	Purpose.
26-10-2	Definitions.
26-10-3	Residential Development Fees.
26-10-4	Non-Residential Development Fees.
26-10-5	Exemptions.
26-10-6	Collection of Fees.
26-10-7	Housing Trust Fund.
26-10-8	Use of Funds.
26-10-9	Expiration of Ordinance.

Subsection 26-10-1. Purpose.

~~This Section establishes standards for the collection, maintenance, and expenditure of development fees that are consistent with COAH’s regulations developed in response to P.L. 2008, c. 46, Sections 8 and 32-38 (C. 52:27D-329.2) and the Statewide Non-Residential Development Fee Act (C. 40:55D-8.1 through 8.7). Fees collected pursuant to this Section shall be used for the sole purpose of providing very low-, low- and moderate-income housing. In the case of Holmdel Builder’s Association vs. Holmdel Township, 121 N.J. 550 (1990), the New Jersey Supreme Court determined that mandatory development fees are authorized by the Fair Housing Act of 1985, N.J.S.A. 52:27d-301, et seq., and the State Constitution subject to the Council on Affordable Housing’s (COAH’s) adoption of appropriate rules and/or approval from New Jersey Superior Court. The purpose of this Ordinance is to establish standards for the collection, maintenance and expenditure of development fees pursuant to applicable affordable housing rules. Fees collected pursuant to this Ordinance shall be used for the sole purpose of providing low and moderate income housing. This Ordinance shall be interpreted within the framework of current affordable housing rules on development fees.~~

Subsection 26-10-2. Definitions.

The following terms shall have the meanings indicated:

- a. “COAH” means the New Jersey Council on Affordable Housing.
- b. “Development fees” means money paid by an individual, person, partnership, association, company or corporation for the improvement of property as permitted in current affordable housing rules.
- c. “Equalized assessed value” means the value of a property determined by the municipal tax assessor through a process designed to ensure that all property in the municipality is assessed at the same assessment ratio or ratios required by law. Estimates at the time of issuance of a building permit may be obtained utilizing estimates for construction cost. Final equalized assessed value will be determined at project completion by the municipal tax assessor.
- d. “Judgment of Compliance” means a judgment issued by the Superior Court approving a municipality’s housing element and fair share plan in accordance with the provisions of the Fair Housing Act and the rules and criteria as set forth herein. A grant of substantive certification shall be valid for a period of ten years or as otherwise may be determined by the Superior Court in accordance with the terms and conditions therein.

Subsection 26-10-3. Residential Development Fees.

a. Imposition of fees.

- 1. Within the Borough of Hightstown, residential developers, except for developers of the types of development specifically exempted below, shall pay a fee of 1.5% of the equalized assessed value for residential development, provided no increased density is permitted. Development fees shall also be imposed and collected when an additional dwelling unit is added to an existing residential structure; in such cases, the fee shall be calculated based on the increase in the equalized assessed value of the property due to the additional dwelling unit.
- 2. When an increase in residential density is permitted pursuant to a “d” variance granted under N.J.S.A. 40:55D-70d(5), developers shall be required to pay a bonus development fee of 6.0% of the equalized assessed value for each additional unit that may be realized, except that this provision shall not be applicable to a development that will include affordable housing. If the zoning on a site has changed during the two-year period preceding the filing of such a variance application, the base density for the purposes of calculating the bonus development fee shall be the highest density permitted by right during the two-year period preceding the filing of the variance application.

Example: If an approval allows four units to be constructed on a site that was zoned for two units, the fees could equal 1.5% of the equalized assessed value on the first two units; and the specified higher percentage of 6% of the equalized assessed value for the two additional units, provided zoning on the site has not changed during the two-year period preceding the filing of such a variance application.

b. Eligible exactions, ineligible exactions and exemptions for residential development

- 1. Affordable housing developments, developments where the developer is providing for the construction of affordable units elsewhere in the municipality, and developments where the developer has made a payment in lieu of on-site construction of affordable units, or by redevelopment agreement or other agreement with the Borough of Hightstown, shall be exempt from the payment of development fees.
- 2. Developments that received preliminary or final site plan or subdivision approval prior to January 1, 2005 shall be exempt from the payment of development fees, unless the developer seeks a substantial change in the original approval. Where a site plan approval does not apply, the issuance of a zoning and/or building permit shall be synonymous with preliminary or final site plan approval for the purpose of determining the right to an exemption. In all cases, the applicable fee percentage shall be determined based upon the development fee ordinance in effect on the date that the construction permit is issued.

3. Development fees shall be imposed and collected when an existing structure undergoes a change to a more intense use, is demolished and replaced, or is expanded, if the expansion is not otherwise exempt from the development fee requirement. The development fee shall be calculated on the increase in the equalized assessed value of the improved structure.
4. No development fee shall be collected for a demolition and replacement of a residential building resulting from fire, war, or a natural disaster.

~~a. Within all districts of the Borough of Hightstown, developers shall pay a development fee of one and one half percent (1.5%) of the equalized assessed value of the residential development with an assessed value less than \$150,000 and one percent (1.0%) of the equalized assessed value of the residential development with an assessed value equal to or greater than \$150,000, provided no increased density is permitted. Notwithstanding the aforementioned, developers shall pay a development fee of one and one half percent (1.5%) of the equalized assessed value for all rental apartments.~~

~~b. If a "d" variance is granted pursuant to N.J.S.A. 40:55d-70d, then the additional residential units realized (above that which is permitted by right under the existing zoning) will incur a bonus development fee of six percent (6%) rather than the development fee of one and one half percent (1.5%).~~

Subsection 26-10-4. Non-Residential Development Fees.

a. Imposition of fees.

1. Within all zoning districts, non-residential developers, except for developers of the types of development specifically exempted below, shall pay a fee equal to 2.5% of the equalized assessed value of the land and improvements, for all new non-residential construction on an unimproved lot or lots.
2. Within all zoning districts, non-residential developers, except for developers of the types of development specifically exempted below, shall also pay a fee equal to 2.5% of the increase in equalized assessed value resulting from any additions to existing structures to be used for non-residential purposes.
3. Development fees shall be imposed and collected when an existing structure is demolished and replaced. The development fee of 2.5% shall be calculated on the difference between the equalized assessed value of the pre-existing land and improvements and the equalized assessed value of the newly improved structure; i.e., land and improvements; and such calculation shall be made at the time a final certificate of occupancy is issued. If the calculation required under this section results in a negative number, the non-residential development fee shall be zero.

b. Eligible exactions, ineligible exactions and exemptions for non-residential development.

1. The non-residential portion of a mixed-use inclusionary or market-rate development shall be subject to a 2.5% development fee, unless otherwise exempted below.
2. The 2.5% fee shall not apply to an increase in equalized assessed value resulting from alterations, change in use within existing footprint, reconstruction, renovations and repairs.
3. Non-residential developments shall be exempt from the payment of non-residential development fees in accordance with the exemptions required pursuant to the Statewide Non-Residential Development Fee Act (N.J.S.A. 40:55D-8.1 through 8.7), as specified in Form N-RDF "State of New Jersey Non-Residential Development Certification/ Exemption." Any exemption claimed by a developer shall be substantiated by that developer.
4. A developer of a non-residential development exempted from the non-residential development fee pursuant to the Statewide Non-Residential Development Fee Act shall be subject to the fee at such time as the basis for the exemption no longer applies, and shall make the payment of the non-

residential development fee, in that event, within three years after that event or after the issuance of the final certificate of occupancy of the non-residential development, whichever is later.

5. If a property that was exempted from the collection of a non-residential development fee thereafter ceases to be exempt from property taxation, the owner of the property shall remit the fees required pursuant to this section within 45 days of the termination of the property tax exemption. Unpaid non-residential development fees under these circumstances may be enforceable by the Borough of Hightstown as a lien against the real property of the owner.

~~a. Developers within the Borough of Hightstown shall pay a fee of two and one half percent (2.5%) of the equalized assessed value for nonresidential development in the Borough of Hightstown, including but not limited to service uses, contractors, schools, and churches. Developers shall pay a fee of two percent (2.0%) of the equalized assessed value for retail and office use development, except in those incidents where they provide and maintain outdoor eating or other similar public gathering space; such retail and office uses shall pay a fee of one and one half percent (1.5%).~~

~~b. If a "d" variance is granted pursuant to N.J.S.A. 40:55D-70d, then the additional floor area realized (above what is permitted by right under the existing zoning) will incur a bonus development fee of six percent (6%) rather than the development fee of two and one half percent (2.5%).~~

Subsection 26-10-5. Exemptions.

- a. Developers of low and moderate income units shall be exempt from paying development fees.
- b. Developers that have received preliminary or final Approval(s) prior to the effective date of this Ordinance shall be exempt from paying a development fee unless the developer seeks a substantial change in the approval.
- c. Developers who demolish and replace or renovate and re-occupy abandoned housing units shall be exempt from paying development fees, provided the number of housing units on the property does not increase.
- d. Home improvements or expansions shall be exempt from development fees, provided the improvements or expansions do not create any new housing units.
- e. There shall be no fee for improvements to non-residential uses when the improvements do not increase the intensity of the existing use. For instance, there shall be no fee for façade or signage improvements.
- f. Development projects that are the subject of redevelopment agreements, in which case development fee obligations will be negotiated as part of the redevelopment agreement.

Subsection 26-10-6. Collection of Fees.

a. The Borough of Hightstown shall use the following procedures in the collection of fees:

1. Upon the passage of the resolution of memorialization granting of a preliminary, final or other applicable approval for a development, the Planning Board Secretary shall notify the construction code official responsible for the issuance of a building permit of the approving authority's action.
2. Once all prior approvals have been obtained, the person requesting a building permit application for a non-residential development, only, shall also be provided with a copy of Form N-RDF, "State of New Jersey Non-Residential Development Certification/Exemption," to be completed by the developer as part of the building permit application. The construction code official shall verify the information submitted by the non-residential developer or developer's designee. The Hightstown Borough tax assessor shall verify any requested exemptions and prepare estimated and final assessments as per the instructions provided in Form N-RDF.

3. The construction code official responsible for the issuance of a building permit shall notify the Borough tax assessor of the issuance of the first construction permit for a development that is subject to a development fee.
4. Within 90 days of receipt of that notice, the Borough tax assessor shall provide an estimate, based on the plans filed, of the equalized assessed value of the development.
5. The construction code official responsible for the issuance of a final certificate of occupancy shall notify the Borough tax assessor of any and all requests for the scheduling of a final inspection on property that is subject to a development fee.
6. Within 10 business days of a request for the scheduling of a final inspection, the Borough tax assessor shall confirm or modify the previously estimated equalized assessed value of the improvements associated with the development; calculate the development fee; and thereafter notify the developer of the amount of the fee.
7. Should the Borough of Hightstown fail to determine or notify the developer of the amount of the development fee within 10 business days of the request for final inspection, the developer may estimate the amount due and pay that estimated amount consistent with the dispute process set forth in Subsection b. of Section 37 of P.L.2008, c.46 (C.40:55D-8.6).
8. Fifty percent (50%) of the development fee shall be collected at the time of issuance of the construction permit. The remaining portion shall be collected at the time of issuance of the certificate of occupancy. The developer shall be responsible for paying the difference between the fee calculated at the time of issuance of the construction permit and that determined at the time of issuance of certificate of occupancy.

b. Appeal of development fees.

1. A developer may challenge residential development fees imposed by filing a challenge with the Mercer County Board of Taxation. Pending a review and determination by that board, collected fees shall be placed in an interest-bearing escrow account by the Municipal Finance Officer of the Borough of Hightstown. Appeals from a determination of the Board may be made to the Tax Court in accordance with the provisions of the State Tax Uniform Procedure Law, R.S. 54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.
2. A developer may challenge non-residential development fees imposed by filing a challenge with the director of the New Jersey Division of Taxation. Pending a review and determination by the director, which shall be made within 45 days of receipt of the challenge, collected fees shall be placed in an interest-bearing escrow account by the Borough of Hightstown. Appeals from a determination of the director may be made to the Tax Court in accordance with the provisions of the State Tax Uniform Procedure Law, R.S. 54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.

~~a. Developers shall pay fifty percent (50%) of the calculated development fee to the Borough of Hightstown at the time of issuance of a building permit. At the time of issuance of a Certificate of Occupancy, developers shall pay the remaining portion of the fee that is owed to the Borough.~~

Subsection 26-10-7. Housing Trust Fund.

There is hereby created an interest bearing housing trust fund for the purpose of receiving development fees from all residential and nonresidential developers. All development fees paid by developers pursuant to this Ordinance shall be deposited into this fund. No money shall be expended from the housing trust fund unless the expenditure conforms to an approved spending plan.

Subsection 26-10-8. Use of Funds.

- a. Money deposited in the housing trust fund may be used for any activity identified in the Borough's approved

housing plan for addressing the Borough of Hightstown’s low and moderate income housing obligation. Such activities may include, but are not necessarily limited to: housing rehabilitation, new construction, the purchase of land for low and moderate income housing, extensions and/or improvements of roads and infrastructure to low and moderate income housing sites, assistance designed to render units for more affordable to low and moderate income households and administrative costs necessary to implement the Borough of Hightstown’s housing element. The expenditure of all money shall conform to an approved spending plan.

b. At least thirty percent (30%) of the revenues collected shall be devoted to render units more affordable. Examples of such activities include, but are not limited to: down payment and closing cost assistance, low interest loans and rental assistance.

c. No more than twenty percent (20%) of the revenues collected each year shall be expended on administrative costs necessary to develop, revise or implement the housing element. Examples of eligible administrative activities include: personnel, consultant services, space costs, consumable supplies and rental or purchase of equipment directly associated with plan development or plan implementation.

d. Development fee revenues shall not be expended to reimburse the Borough of Hightstown for housing activities that preceded a first or second round substantive certification.

~~Subsection 26-10-9. Expiration of Ordinance.~~

~~This Ordinance shall expire if:~~

~~a. The Borough of Hightstown’s petition for substantive certification is dismissed or denied;~~

~~b. The Borough of Hightstown’s substantive certification or this Ordinance are revoked.~~

Section 2. Severability. If any portion of this Ordinance is for any reason held to be unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the Zoning Ordinance as a whole, or any other part thereof.

Section 3. Repealer. All ordinances or parts of ordinances which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency only.

Section 4. Enactment. This Ordinance shall take effect upon the filing thereof with the Mercer County Planning Board after final passage, adoption, and publication by the Borough Clerk of the Borough of Hightstown in the manner prescribed by law.

Introduction:

Adoption:

ATTEST:

MARGARET RIGGIO
MUNICIPAL CLERK

LAWRENCE D. QUATTRONE
MAYOR

Resolution 2021-158

*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 \$2,240,700.34 from the following accounts:

Current		\$2,211,835.18
W/S Operating		28,080.16
General Capital		0.00
Water/Sewer Capital		0.00
Grant		0.00
Trust		700.00
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>85.00</u>
Total		<u>\$2,240,700.34</u>

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18, 2021.

Margaret Riggio
Borough Clerk

Date: October 18, 2021

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 10/18/2021

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
J.P. MORGAN CHASE BANK	10/1/2021	21-01199	1518	\$ 519,662.50
TREASURER, STATE OF NJ, DCA	10/5/2021	21-01222	33074	\$ 3,389.00
BANK OF AMERICA	10/8/2021	21-01227	33128	\$ 1,873.51
EAST WINDSOR REGIONAL SCHOOL	10/12/2021	21-01060	1519	\$ 908,817.00
COUNTY OF MERCER COUNTY TAX	10/12/2021	21-01059	1520	\$ 745,862.80
	TOTAL			<u><u>\$2,179,604.81</u></u>
 <u>WATER AND SEWER OPERATING</u>				
J.P. MORGAN CHASE BANK	10/1/2021	21-01199	1366	\$ 12,687.50
STATE OF NJ - SFWTR	10/5/2021	21-01218	33075	\$ 517.36
BANK OF AMERICA	10/8/2021	21-01227	33128	\$ 59.99
	TOTAL			<u><u>\$ 13,264.85</u></u>
 <u>ESCROW</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>GRANT</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>TRUST- OTHER</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>ANIMAL CONTROL TRUST</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>LAW ENFORCEMENT TRUST</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>UNEMPLOYMENT TRUST</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>PUBLIC DEFENDER TRUST</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>TAX LIEN TRUST</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>GENERAL CAPITAL</u>				
	TOTAL			<u><u>\$ -</u></u>
 <u>WATER AND SEWER CAPITAL</u>				
	TOTAL			<u><u>\$ -</u></u>
 MANUAL TOTAL				<u><u>\$2,192,869.66</u></u>

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

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
11AFI005 11A FIRE DEPARTMENT TESTING															
		21-01176	09/28/21	ANNUAL FIRE PUMP TEST											
		1		ANNUAL FIRE PUMP TEST	975.00		1-01-25-252-002-126	B	Hose Test - NFPA Required	R	09/28/21	10/14/21		INV-013390	N
		Vendor Total:			975.00										
ACTIO010 ACTION UNIFORM CO, LLC															
		21-01187	09/28/21	CLOTHING ALLOWANCE - KRUPA											
		1		CLOTHING ALLOWANCE - KRUPA	650.00		1-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	09/28/21	10/14/21		38607	N
		Vendor Total:			650.00										
AGINS005 AGIN SIGNS & DESIGNS															
		21-01237	10/07/21	REFLECTIVE 2" DEPT PATCHES											
		1		REFLECTIVE 2" DEPT PATCHES	40.00		1-01-25-252-002-199	B	Miscellaneous	R	10/07/21	10/14/21		8131	N
		Vendor Total:			40.00										
A0554 ALL INDUSTRIAL SAFETY PRODUCTS															
		21-01158	09/28/21	ZTEC SAFETY GLASSES											
		1		PY-S2510S - ZTEC CLEAR SAFETY	52.80		1-01-26-290-001-032	B	Uniforms	R	09/28/21	10/14/21		230437	N
		2		PY-S2520S - ZTEC GRAY SAFETY	55.20		1-01-26-290-001-032	B	Uniforms	R	09/28/21	10/14/21		230437	N
		3		APPROXIMATE SHIPPING	12.40		1-01-26-290-001-032	B	Uniforms	R	09/28/21	10/14/21		230437	N
					<u>120.40</u>										
		Vendor Total:			120.40										
AMERI020 AMERICAN AQUATIC TESTING, INC.															
		21-01063	09/13/21	INVOICE #11419											
		1		7 DAY CHRONIC TEST WITH C.	1,200.00		1-09-55-501-002-532	B	Outside Lab Testing	R	09/13/21	10/14/21		11419	N
		Vendor Total:			1,200.00										

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
A0025 AT&T MOBILITY														
21-01247	10/07/21	INV	287298218043X09282021											
1	INV	287298218043X09282021	83.02	1-01-25-256-002-094	B Computer Service,Support & Software	R	10/07/21	10/14/21		X09282021			N	
2	INV	287298218043X09282021	389.94	1-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	10/07/21	10/14/21		X09282021			N	
3	INV	287298218043X09282021	292.20	1-01-31-440-001-079	B Telephone-VERIZON WIRELESS	R	10/07/21	10/14/21		X09282021			N	
4	INV	287298218043X09282021	157.86	1-09-55-501-003-545	B Telephone-w/S-VERIZON	R	10/07/21	10/14/21		X09282021			N	
5	INV	287298218043X09282021	104.90	1-09-55-501-003-545	B Telephone-w/S-VERIZON	R	10/07/21	10/14/21		X09282021			N	
			<u>1,027.92</u>											
Vendor Total:			1,027.92											
BUCKM005 BUCK MINING & MATERIAL INC														
21-01205	10/01/21	YARD WASTE DISPOSAL												
1	INV	1021 - YARD WASTE DISPOSAL	336.00	1-01-26-311-001-199	B Miscellaneous	R	10/01/21	10/14/21		1021			N	
Vendor Total:			336.00											
C0396 CAVANAUGH'S, INC.														
21-01167	09/28/21	MONTHLY PEST SERVICE												
1	INV	822156 - MONTHLY PEST SERV	20.00	1-01-26-310-001-029	B Maintenance Contracts	R	09/28/21	10/14/21		822156			N	
2	INV	822158 - MONTHLY PEST SERV	20.00	1-01-26-310-001-029	B Maintenance Contracts	R	09/28/21	10/14/21		822158			N	
			<u>40.00</u>											
Vendor Total:			40.00											
CHRIS020 CHRISTINA KOSYLA														
21-01244	10/07/21	THEATRE IN THE PARK 2021												
1	THEATRE IN THE PARK 2021	700.00	T-12-56-286-000-885	B CULTURAL ARTS/SHAKESPEARE IN THE PARK	R	10/07/21	10/14/21		HTIP 2021				N	
Vendor Total:			700.00											
C0058 CINTAS CORPORATION #061														
21-01228	10/06/21	UNIFORM ADVANTAGE SEP 2021												
1	INV	4094900398 9/3/21	52.64	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/06/21	10/14/21		4094900398			N	
2	INV	4095465634 9/10/21	56.21	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/06/21	10/14/21		4095465634			N	
3	INV	4096228644 9/17/21	53.11	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	10/06/21	10/14/21		4096228644			N	

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
C0058	CINTAS CORPORATION #061			Continued								
		21-01228	10/06/21	UNIFORM ADVANTAGE SEP 2021	Continued							
		4 INV	4096897416	9/24/21	54.66	1-09-55-501-002-507	R	10/06/21	10/14/21		4096897416	N
					216.62							
	Vendor Total:				216.62							
CLARK005	CLARKE CATON HINTZ											
		21-01137	09/21/21	Services thru 8/27/21								
		1	#81559; 8/9/21	PB MTG	153.00	1-01-21-180-001-105	R	09/21/21	10/14/21		81559	N
		2	#81558; HOUSING PLAN-8/27/21		1,257.50	1-01-21-180-001-105	R	09/21/21	10/14/21		81558	N
		3	#81559;CORRESPOND. TO COUNCIL		42.50	1-01-21-180-001-197	R	09/21/21	10/14/21		81559	N
		4	#81187; PHONE/MTG W. DEVELOPER		212.50	1-01-21-180-001-197	R	09/21/21	10/14/21		81187	N
		5	#81189; PHONE-DEVELOPER ATTY		51.00	1-01-21-180-001-197	R	09/21/21	10/14/21		81189	N
					1,716.50							
		21-01197	09/29/21	HOUSING PLAN INV 80793								
		1	HOUSING PLAN INV 80793		841.50	1-01-21-180-001-105	R	09/29/21	10/14/21		80793	N
		21-01250	10/08/21	Service thru 9/24/21								
		1	#81716-Development Fee Ordin.		255.60	1-01-21-180-001-105	R	10/08/21	10/14/21		81716	N
		2	#81717-Correspond. RE:Zoning		85.00	1-01-21-180-001-105	R	10/08/21	10/14/21		81717	N
		3	#81718-Planning Bd Mtg DVRPC		255.00	1-01-21-180-001-105	R	10/08/21	10/14/21		81718	N
		4	#81719-Planning Bd Mtg		85.00	2019-05	R	10/08/21	10/14/21		81719	N
					680.60							
	Vendor Total:				3,238.60							
C0938	COLE PARMER											
		21-00953	08/13/21	TUBING MFLEX TYGON FOR RFP								
		1	TUBING MASTER FLEX TYGON FOR		234.00	1-09-55-501-002-503	R	08/13/21	10/14/21		2779564	N
		2	SHIPPING		19.47	1-09-55-501-002-503	R	08/13/21	10/14/21		2779564	N
					253.47							
	Vendor Total:				253.47							

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
COMCA005 COMCAST BUSINESS												
	21-01219	10/04/21	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	10/04/21	10/14/21			499052430051047	N
	21-01261	10/12/21	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	10/12/21	10/14/21			499052430036659	N
	Vendor Total:		404.14									
C0222 CONTINENTAL FIRE & SAFETY, INC.												
	21-01234	10/07/21	SMALL ENGINE FUEL EST 21-3100									
	1	SMALL ENGINE FUEL EST 21-3100	96.13	1-01-25-252-002-199	B Miscellaneous	R	10/07/21	10/14/21			L4720	N
	2	SMALL ENGINE FUEL EST 21-3100	96.13	1-01-25-252-002-199	B Miscellaneous	R	10/07/21	10/14/21			L4720	N
			192.26									
	Vendor Total:		192.26									
COUNT005 COUNTY OF HUNTERDON												
	21-01179	09/28/21	WATER RESCUE AWARE. 90821									
	1	WATER RESCUE ESTC-VTR	120.00	1-01-25-252-002-042	B Education & Training	R	09/28/21	10/14/21			21000719	N
	21-01180	09/28/21	ROPE RESCUE AWARE. 80421									
	1	ROPE RESCUE ESTC-VTR	180.00	1-01-25-252-002-042	B Education & Training	R	09/28/21	10/14/21			21000647	N
	Vendor Total:		300.00									
C0087 CUSTOM BANDAG, INC												
	21-01169	09/28/21	TIRES/TIRE REPAIR									
	1	INV. 80190113 - TIRES DUMP TRK	553.44	1-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	09/28/21	10/14/21			80190113	N
	2	INV. 80190254 - TIRE REPAIR	54.00	1-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	09/28/21	10/14/21			80190254	N
	3	INV. 80190455 - TIRE REPAIR	15.00	1-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	09/28/21	10/14/21			80190455	N
			622.44									
	Vendor Total:		622.44									
E0054 ERIC M. BERNSTEIN & ASSOC., LLC												
	21-01229	10/07/21	SEPTEMBER 2021 INVOICES									
	1	LABOR - GENERAL INV 73930	1,410.00	1-01-20-155-001-031	B Labor, Personnel & Union Council	R	10/07/21	10/14/21			73930	N

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
E0054	ERIC M. BERNSTEIN & ASSOC.,LLC	Continued										
21-01229	10/07/21	SEPTEMBER 2021 INVOICES	Continued									
2	FOP LODGE 140 RANK & FILE	446.77	1-01-20-155-001-031	B Labor,Personnel & Union Council	R	10/07/21	10/14/21	73754	N			
3	FOP LODGE 140 SUPERIOR	270.00	1-01-20-155-001-031	B Labor,Personnel & Union Council	R	10/07/21	10/14/21	73755	N			
4	OPEIU LOCAL 32 BLUE COLLAR	216.00	1-01-20-155-001-031	B Labor,Personnel & Union Council	R	10/07/21	10/14/21	73756	N			
5	OPEIU LOCAL 32 WHITE COLLAR	81.00	1-01-20-155-001-031	B Labor,Personnel & Union Council	R	10/07/21	10/14/21	73757	N			
		2,423.77										
Vendor Total:		2,423.77										
Q0176	EUROFINS QC, LLC											
21-01062	09/13/21	WATER ANALYSIS										
1	INV 6300015485 WATER ANALYSIS	125.00	1-09-55-501-001-532	B Outside Testing/Labs	R	09/13/21	10/14/21	6300015485	N			
2	INV 6300015484 WATER ANALYSIS	440.00	1-09-55-501-001-532	B Outside Testing/Labs	R	09/13/21	10/14/21	6300015484	N			
3	INV 2027642 WATER ANALYSIS	200.00	1-09-55-501-001-532	B Outside Testing/Labs	R	09/13/21	10/14/21	2027642	N			
4	INV 2027646 WATER ANALYSIS	230.00	1-09-55-501-001-532	B Outside Testing/Labs	R	09/13/21	10/14/21	2027646	N			
		995.00										
21-01202	10/01/21	WATER ANALYSIS										
1	INV. 2028122 - WATER ANALYSIS	230.00	1-09-55-501-001-532	B Outside Testing/Labs	R	10/01/21	10/14/21	2028122	N			
2	INV 6300016086 WATER ANALYSIS	232.00	1-09-55-501-001-532	B Outside Testing/Labs	R	10/01/21	10/14/21	6300016086	N			
3	INV 6300016087 WATER ANALYSIS	400.00	1-09-55-501-001-532	B Outside Testing/Labs	R	10/01/21	10/14/21	6300016087	N			
4	INV. 2028214 - WATER ANALYSIS	230.00	1-09-55-501-001-532	B Outside Testing/Labs	R	10/01/21	10/14/21	2028214	N			
		1,092.00										
Vendor Total:		2,087.00										
E1004	EXCELSIOR BLOWER SYSTEMS, INC.											
21-01011	08/31/21	SERVICE & REPAIR BLOWER										
1	SERVICE & REPAIR BLOWER	964.60	1-09-55-501-002-503	B Sewer Plant Maintenance	R	08/31/21	10/14/21	0907380-IN	N			
Vendor Total:		964.60										
F0909	FLOWTECH, LLC											
21-00809	07/13/21	CALIBRATE 3 FLOW METERS										
1	CALIBRATE 3 FLOW METERS	325.00	1-09-55-501-002-503	B Sewer Plant Maintenance	R	07/13/21	10/14/21	2546	N			

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date Date	Chk/Void Date	Invoice	1099 Excl
F0909 FLOWTECH, LLC										
Continued										
21-00809 07/13/21 CALIBRATE 3 FLOW METERS Continued										
	2 REPLACE SENSOR INFLUENT FLOW		425.00	1-09-55-501-002-503	B Sewer Plant Maintenance	R	10/08/21	10/14/21	2546	N
			750.00							
	Vendor Total:		750.00							
G0214 GARDEN STATE HIGHWAY PRODUCTS										
21-01102 09/16/21 SIGN POLES/BOLTS AND NUTS										
	1 2 38/8" X 10' ROUNT GALVANIZED		164.00	1-01-26-290-001-126	B Signs & Posts	R	09/16/21	10/14/21	PSIN021810	N
	2 5/16" X 2 1/2" ONE WAY SIGN		120.00	1-01-26-290-001-126	B Signs & Posts	R	09/16/21	10/14/21	PSIN021810	N
	3 5/16" ALUMINUM BREAK AWAY NUTS		80.00	1-01-26-290-001-126	B Signs & Posts	R	09/16/21	10/14/21	PSIN021810	N
	4 FREIGHT		65.00	1-01-26-290-001-126	B Signs & Posts	R	09/16/21	10/14/21	PSIN021810	N
			429.00							
	Vendor Total:		429.00							
G0038 GOLD TYPE BUSINESS MACHINE										
21-01256 10/12/21 E TICKET QUARTERLY FEE										
	1 E TICKET QUARTERLY FEE		2,224.90	1-01-25-240-001-130	B Police E-Ticket	R	10/12/21	10/14/21	0000032971	N
	Vendor Total:		2,224.90							
H0026 HALDEMAN FORD										
21-01166 09/28/21 CABLE FOR TRUCK 105										
	1 INV 54765 - CABLE FOR TRCK 105		46.69	1-01-26-290-001-034	B Motor Vehicle Parts & Access.	R	09/28/21	10/14/21	54765	N
	Vendor Total:		46.69							
GOODF005 HECTOR R BAEZ 3RD										
21-01213 10/01/21 HPD VEHICLE MAINTENANCE										
	1 HPD VEHICLE MAINTENANCE		560.00	1-01-26-315-001-131	B vehicle Maint. - Police	R	10/01/21	10/14/21	502	N
	Vendor Total:		560.00							

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H0048 HIGHTS REALTY LLC														
21-01224	10/06/21	OCT 2021	HPD RENT											
1	OCT 2021	HPD RENT	4,668.70	1-01-26-310-001-025	B Building Rental	R	10/06/21	10/14/21		OCTOBER 2021	N			
Vendor Total:				4,668.70										
GREEN005 IONIZED LLC														
21-01207	10/01/21	GLOW STICK	NECKLACES											
1	GLOW STICK	NECKLACES	579.50	1-01-25-240-001-119	B Community Policing	R	10/01/21	10/14/21		200034041	N			
Vendor Total:				579.50										
J0257 JCP&L														
21-01226	10/06/21	MASTER ACCT	200 000 055 364											
1	100 008 438 010	125 S MAIN ST	4.84	1-01-31-430-001-071	B Electric-Borough Hall	R	10/06/21	10/14/21		95009298418	N			
2	100 008 438 283	MAIN &	25.97	1-01-31-430-001-071	B Electric-Borough Hall	R	10/06/21	10/14/21		95009298418	N			
3	100 008 482 018	RT 33 AND	24.40	1-01-31-430-001-071	B Electric-Borough Hall	R	10/06/21	10/14/21		95009298418	N			
4	100 010 898 904	FRANKLIN ST &	28.42	1-01-31-430-001-071	B Electric-Borough Hall	R	10/06/21	10/14/21		95009298418	N			
5	100 012 487 714	148 N MAIN ST	494.60	1-01-31-430-001-071	B Electric-Borough Hall	R	10/06/21	10/14/21		95009298418	N			
6	100 012 487 862	FIREHOUSE	551.43	1-01-31-430-001-072	B Electric-Fire House	R	10/06/21	10/14/21		95009298418	N			
7	100 012 529 457	BORO HALL	21.54	1-09-55-501-002-504	B Electricity	R	10/06/21	10/14/21		95009298418	N			
				1,151.20										
21-01249	10/08/21	VARIOUS ACCT	DATED OCT 5 & 6											
1	100 029 000 310	156 BANK ST	643.84	1-01-31-430-001-071	B Electric-Borough Hall	R	10/08/21	10/14/21		95756397257	N			
2	100 051 508 677	MAIN ST	103.42	1-01-31-430-001-071	B Electric-Borough Hall	R	10/08/21	10/14/21		95756397258	N			
3	100 079 096 689	GRANT ST PARK	3.23	1-01-31-430-001-071	B Electric-Borough Hall	R	10/08/21	10/14/21		95756397256	N			
4	100 100 104 247	MAIN ST	26.18	1-01-31-430-001-071	B Electric-Borough Hall	R	10/08/21	10/14/21		95756397260	N			
5	100 131 110 379	230 MERCER ST	83.68	1-01-31-430-001-071	B Electric-Borough Hall	R	10/08/21	10/14/21		95756397261	N			
6	100 012 445 936	FIRST AID	460.74	1-01-25-260-001-074	B Electric	R	10/08/21	10/14/21		95796225021	N			
				1,321.09										
21-01263	10/12/21	MASTER ACCT	200 000 055 315											
1	100 008 482 778	MAXWELL AVE	19.12	1-09-55-501-002-504	B Electricity	R	10/12/21	10/14/21		95009304794	N			
2	100 009 294 701	WESTERLEA AVE	11.23	1-09-55-501-001-504	B Electricity	R	10/12/21	10/14/21		95009304794	N			
3	100 009 296 102	SPRINGCREST DR	14.17	1-09-55-501-002-504	B Electricity	R	10/12/21	10/14/21		95009304794	N			

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J0257 JCP&L Continued														
21-01263	10/12/21	MASTER ACCT 200	000 055 315	Continued										
4	100 012 445 746	BANK ST	4,153.44		1-09-55-501-001-504	B Electricity	R	10/12/21	10/14/21			95009304794	N	
			4,197.96											
21-01265 10/12/21 VARIOUS ACCTS OCT 7, 2021														
1	100 077 953 188	BANK ST PARK	6.28		1-01-31-430-001-071	B Electric-Borough Hall	R	10/12/21	10/14/21			95516768461	N	
2	100 051 508 750	STOCKTON ST	221.84		1-01-31-430-001-071	B Electric-Borough Hall	R	10/12/21	10/14/21			95656629331	N	
3	100 072 968 868	STREET LIGHTS	71.96		1-01-31-430-001-071	B Electric-Borough Hall	R	10/12/21	10/14/21			95267205923	N	
			300.08											
	Vendor Total:		6,970.33											
J0258 JCP&L (STREET LIGHTING)														
21-01264	10/12/21	OCT 2021 INV ACCT 041 & 240												
1	100 081 608 240	BLK LT 0	56.11		1-09-55-501-001-504	B Electricity	R	10/12/21	10/14/21			95596703749	N	
2	100 086 395 041 0	STOCKTON ST	35.63		1-01-31-435-001-075	B Street Lighting	R	10/12/21	10/14/21			95267205924	N	
			91.74											
	Vendor Total:		91.74											
K0346 KEYSTONE FIRE PROTECTION CO.														
21-01203	10/01/21	SPRINKLER INSP INV 300909												
1	SPRINKLER INSP INV 300909		298.00		1-01-25-260-001-024	B Building Maintenance	R	10/01/21	10/14/21			300909	N	
	Vendor Total:		298.00											
MELIS005 MELISSA KUSCIN														
21-01154	09/28/21													
1	SPOOL MURAL OLD HIGHTS BREWING		300.00		1-01-28-373-002-199	B MISCELLANEOUS-CULTURAL ARTS	R	09/28/21	10/14/21			9.20.2021	N	
	Vendor Total:		300.00											
M0065 METTLER-TOLEDO, LLC														
21-00833	07/20/21	INVOICE #654968737												
1	FULL PREVENTIVE MAINTENANCE		138.46		1-09-55-501-002-506	B Lab. Equipment & Supplies	R	07/20/21	10/14/21			654968737	N	
2	BASIC TEST REPORT (1POINT)		174.12		1-09-55-501-002-506	B Lab. Equipment & Supplies	R	07/20/21	10/14/21			654968737	N	

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
M0065	METTLER-TOLEDO, LLC				Continued							
		21-00833	07/20/21	INVOICE #654968737	Continued							
		3		FUEL SURCHARGE	11.50	1-09-55-501-002-506	R	07/20/21	10/14/21		654968737	N
					324.08							
				Vendor Total:	324.08							
M0248	MIDSTATE MOBILE											
		21-00784	07/12/21	BATTERIES QUOTE 707DCA-1375								
		1		MOTOROLA LITHIUM ION BATTERY	237.60	1-01-25-252-002-056	R	07/12/21	10/14/21		712ACD-11122	N
		2		MOTOROLA NIMH BATTERY MT	258.40	1-01-25-252-002-056	R	07/12/21	10/14/21		712ACD-11122	N
					496.00							
				Vendor Total:	496.00							
NJADV005	NJ Advance Media											
		21-01193	09/28/21	LEGAL ADS AUGUST 2021								
		1		ORD 2021-09 ADOPT	16.82	1-01-20-120-001-021	R	09/28/21	10/14/21		0010060586	N
		2		ORD 2021-10 INTRO	42.34	1-01-20-120-001-021	R	09/28/21	10/14/21		0010070259	N
		3		2021 MUNICIPAL BUDGET	153.76	1-01-20-120-001-021	R	09/28/21	10/14/21		0010773401	N
					212.92							
				Vendor Total:	212.92							
POWER005	POWER PLACE, INC											
		21-01200	10/01/21	PORTABLE PRESSURIZED WATER TNK								
		1		ORDER 1642290	91.13	1-01-26-290-001-039	R	10/01/21	10/14/21		1016652	N
				Vendor Total:	91.13							
PRIMA005	PRI MANAGEMENT GROUP											
		21-01155	09/28/21	TRAINING - MILLER								
		1		TRAINING - MILLER	149.00	1-01-25-240-001-042	R	09/28/21	10/14/21		14250	N
				Vendor Total:	149.00							

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P1155 PRIOR NAMI BUSINESS SYSTEMS															
		21-01208	10/01/21	HPD QUARTERLY COPY FEES											
		1		HPD QUARTERLY COPY FEES	561.31		1-01-25-240-001-029	B Maint.	Contracts - Other	R	10/01/21	10/14/21		0000705213	N
		Vendor Total:			561.31										
P0348 PUMPING SERVICES, INC.															
		21-00862	07/27/21	SERVICE FLYGT MIXERS											
		1		SERVICE 2 FLYGT MIXERS	1,150.00		1-09-55-501-002-503	B Sewer Plant	Maintenance	R	07/27/21	10/14/21		1126058	N
		Vendor Total:			1,150.00										
QUALI005 QUALITY CONTROLS INC															
		21-00994	08/24/21	CHECK VALVES											
		1		LEFT HAND 6" WAFER CHECK VALVE	695.00		1-09-55-501-002-503	B Sewer Plant	Maintenance	R	08/24/21	10/14/21		54712	N
		2		6" RIGHT HAND WAFER CHECKVALVE	695.00		1-09-55-501-002-503	B Sewer Plant	Maintenance	R	08/24/21	10/14/21		54712	N
					1,390.00										
		Vendor Total:			1,390.00										
REDAR005 RED ARROW TECHNOLOGIES, LLC															
		21-01192	09/28/21	TECH SUPPORT OCTOBER 2021											
		1		TECH SUPPORT	1,749.63		1-01-20-140-001-094	B Computer	Service & Support	R	09/28/21	10/14/21		8349	N
		2		INTERNET & WEB	1,068.51		1-01-20-140-001-060	B Internet	Services and Web Services	R	09/28/21	10/14/21		8349	N
		3		TECH SUPPORT/INTERNET/WEB	629.89		1-09-55-501-002-530	B Computer	Software/Maint/Equip	R	09/28/21	10/14/21		8349	N
		4		TECH SUPPORT/INTERNET/WEB	279.95		1-09-55-501-001-530	B Computer	Software/Maint/Equip	R	09/28/21	10/14/21		8349	N
					3,727.98										
		Vendor Total:			3,727.98										
S0363 S & S ARTS & CRAFTS															
		21-01064	09/13/21	TABLE TENNIS INV IN100843923											
		1		TABLE TENNIS INV IN100843923	567.80		1-01-28-370-002-021	B RECREATION	SUMMER PROGRAM	R	09/13/21	10/14/21		IN100843923	N
		Vendor Total:			567.80										

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
S0061 SEA BOX															
21-01201	10/01/21	CONTAINER RENTAL													
1	INV SI133213	CONTAINER RENTAL	75.00	1-01-26-310-001-025	B Building Rental	R	10/01/21	10/14/21	SI133213						N
Vendor Total:			75.00												
W0156 SEARING, WILLIAM															
21-01161	09/28/21	WORK SHOE REIMBURSEMENT													
1	WORK SHOE REIMBURSEMENT	100.00	1-09-55-501-002-507	B Uniforms & Safety Equipment	R	09/28/21	10/14/21	1084159304							N
Vendor Total:			100.00												
M0254 SF MOBILE-VISION, INC															
21-01188	09/28/21	HPD VEHICLE SUPPLIES FOR BWC													
1	HPD VEHICLE SUPPLIES FOR BWC	255.00	1-01-25-240-001-116	B Traffic Bureau	R	09/28/21	10/14/21	43219							N
2	HPD VEHICLE SUPPLIES FOR BWC	90.00	1-01-25-240-001-116	B Traffic Bureau	R	09/28/21	10/14/21	43219							N
3	HPD VEHICLE SUPPLIES FOR BWC	380.00	1-01-25-240-001-116	B Traffic Bureau	R	09/28/21	10/14/21								N
4	HPD VEHICLE SUPPLIES FOR BWC	35.00	1-01-25-240-001-116	B Traffic Bureau	R	09/28/21	10/14/21	43219							N
5	HPD VEHICLE SUPPLIES FOR BWC	20.00	1-01-25-240-001-116	B Traffic Bureau	R	09/28/21	10/14/21	43219							N
			780.00												
Vendor Total:			780.00												
S0180 SHAND & JURIS															
21-01198	09/29/21	COVER GASKET & RETURNED FTGS													
1	COVER GASKET INV 166711	80.00	1-09-55-501-002-503	B Sewer Plant Maintenance	R	09/29/21	10/14/21	166711							N
2	FREIGHT FOR GASKET INV 166711	12.69	1-09-55-501-002-503	B Sewer Plant Maintenance	R	09/29/21	10/14/21	166711							N
3	TANK FITTINGS CREDIT 166898	80.00	1-09-55-501-002-503	B Sewer Plant Maintenance	R	09/29/21	10/14/21	166898							N
			12.69												
Vendor Total:			12.69												
S0375 STEVENSON SUPPLY CO.															
21-01170	09/28/21	BALL VALVE													
1	INV. 635235 - BALL VALVE	318.50	1-09-55-501-001-503	B Water Plant Maintenance	R	09/28/21	10/14/21	635235							N
Vendor Total:			318.50												

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
BLOCK005 TELESYSTEM												
	21-01225	10/06/21	INV 594238 ACCT 9977943									
	1	INV 594238	ACCT 9977943	2,605.52	1-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	10/06/21	10/14/21		594238	N
	Vendor Total:			2,605.52								
T0141 TREAT'S GARAGE												
	21-01258	10/12/21	HPD VEHICLE MAINTENANCE									
	1	HPD VEHICLE MAINTENANCE		150.00	1-01-26-315-001-131	B Vehicle Maint. - Police	R	10/12/21	10/14/21		53134	N
	Vendor Total:			150.00								
T1075 TRUSCO MANUFACTURING CO.												
	21-01168	09/28/21	SPRAY TIPS FOR LINSTRIPIING									
	1	SPRAY TIPS FOR LINSTRIPIING		49.00	1-01-26-290-001-127	B Street Repair & Maintenance	R	09/28/21	10/14/21		14584	N
	Vendor Total:			49.00								
V0290 VITAL COMMUNICATIONS INC.												
	21-00977	08/20/21	MODIV TAPE FOR BILLING FINAL									
	1	MODIV TAPE FOR BILLING FINAL		100.00	1-01-20-145-001-023	B Tax Bill/Notice Printing	R	08/20/21	10/14/21		VITCT0000183	N
	21-01190	09/28/21	SAAS TAX ASSESSOR OCT 2021									
	1	SAAS TAX ASSESSOR OCT 2021		210.00	1-01-20-150-001-029	B Maintenance Contracts	R	09/28/21	10/14/21		VITMN0000784	N
	Vendor Total:			310.00								
W0002 W.B. MASON CO., INC.												
	21-01157	09/28/21	HPD OFFICE SUPPLIES									
	1	HPD OFFICE SUPPLIES		32.45	1-01-25-240-001-036	B Office Supplies & Equipment	R	09/28/21	10/14/21		223805529	N
	2	HPD OFFICE SUPPLIES		0.83	1-01-25-240-001-036	B Office Supplies & Equipment	R	09/28/21	10/14/21		223805529	N
	3	HPD OFFICE SUPPLIES		121.40	1-01-25-240-001-036	B Office Supplies & Equipment	R	09/28/21	10/14/21		223805529	N
				154.68								
	21-01159	09/28/21	SEPTEMBER OFFICE SUPPLIES									
	1	WATER PLANT OFFICE SUPPLIES		55.41	1-09-55-501-001-509	B Office Supplies/Downtown	R	09/28/21	10/14/21		223549752	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
W0002 W.B. MASON CO., INC. Continued										
	21-01159 09/28/21 SEPTEMBER OFFICE SUPPLIES		Continued							
	2 CENTRAL OFFICE SUPPLIES		376.84	1-01-20-125-001-036	B Office Supplies	R	09/28/21	10/14/21	223549752	N
			432.25							
	Vendor Total:		586.93							
WIREL005 WIRELESS ELECTRONICS, INC.										
	21-01260 10/12/21 SERVICE CONTRACT OCT. 2021									
	1 SERVICE CONTRACT OCT. 2021		255.00	1-01-25-240-001-029	B Maint. Contracts - Other	R	10/12/21	10/14/21	M60662	N
	Vendor Total:		255.00							
WORKN005 WORK N GEAR, INC										
	21-01109 09/16/21 UNIFORMS/BOOTS AND ASSESSORIES									
	1 UNIFORMS/BOOTS AND ASSESSORIES		435.16	1-09-55-501-001-507	B Uniforms & Safety Equipment	R	09/16/21	10/14/21	HA148227/148229	N
	21-01116 09/16/21 UNIFORMS/BOOTS AND ASSESSORIES									
	1 UNIFORMS/BOOTS AND ASSESSORIES		336.95	1-01-26-290-001-032	B Uniforms	R	09/16/21	10/14/21	HA148219	N
	21-01120 09/16/21 UNIFORMS/BOOTS AND ASSESSORIES									
	1 UNIFORMS/BOOTS AND ASSESSORIES		434.63	1-01-26-290-001-032	B Uniforms	R	09/16/21	10/14/21	HA148230	N
	Vendor Total:		1,206.74							
<hr/>										
Total Purchase Orders:	64	Total P.O. Line Items:	134	Total List Amount:	47,830.68	Total Void Amount:	0.00			

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	1-01	32,230.37	0.00	32,230.37	0.00	0.00	0.00	32,230.37
	1-09	14,815.31	0.00	14,815.31	0.00	0.00	0.00	14,815.31
	1-21	0.00	0.00	0.00	0.00	0.00	85.00	85.00
	Year Total:	47,045.68	0.00	47,045.68	0.00	0.00	85.00	47,130.68
TRUST OTHER - FUND #12	T-12	700.00	0.00	700.00	0.00	0.00	0.00	700.00
	Total of All Funds:	47,745.68	0.00	47,745.68	0.00	0.00	85.00	47,830.68

Project Description	Project No.	Rcvd Total	Held Total	Project Total
Preliminary/Final Site Plan	2019-05	85.00	0.00	85.00
Total of All Projects:		<u>85.00</u>	<u>0.00</u>	<u>85.00</u>

Resolution 2021-159

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

AUTHORIZING THE RENEWAL OF A SHARED SERVICES AGREEMENT WITH ROBBINSVILLE TOWNSHIP FOR EMERGENCY MEDICAL SERVICES

WHEREAS, Resolution 2020-200 authorized a shared services agreement for Robbinsville Township to provide Emergency Medical Service coverage in Hightstown Borough; and

WHEREAS, said agreement was approved for the period January 1, 2021 through December 31, 2021 with the option to renew for two additional one-year periods; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

WHEREAS, the Mayor and Council wish to renew the Shared Services Agreement for Emergency Medical Service for the period January 1, 2022 through December 31, 2022;

WHEREAS, this agreement may be further extended by mutual agreement of the parties for up to one (1) additional one year term; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, will be Forty Thousand Dollars (\$40,000.00) annually; and

WHEREAS funds for this expenditure will be made available in the 2022 budget;

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

1. The extension of the Shared Services Agreement with the Township of Robbinsville for Emergency Medical Service for the period January 1, 2022 through December 31, 2022 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. This agreement is approved subject to the provision of adequate funds in the Borough's 2022 budget.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on November 4, 2019.

Margaret Riggio
Borough Clerk

Resolution 2021-160

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

**AUTHORIZING PAYMENT #2 – EARLE ASPHALT COMPANY – IMPROVEMENTS
TO SPRINGCREST DRIVE, TAYLOR AVENUE, SPRUCE COURT, GLEN DRIVE &
SCHUYLER AVENUE**

WHEREAS, on March 15, 2021, the Borough Council awarded a contract for the Improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive & Schuyler Avenue to Earle Asphalt Company of Wall, New Jersey at the price of \$1,370,813.13; and

WHEREAS, the contractor has submitted a request for payment No. 2 in the amount of \$241,412.07 for partial payment through October 1, 2021, for mobilization, clearing site, abandoning a sanitary manhole, manhole frame and cover, connections to existing manholes, precast sanitary manholes, sanitary sewer main and laterals, sanitary cleanouts, curb valves and boxes, caps, fire hydrant assemblies, and water main and services; and

WHEREAS, the Borough Engineer has recommended approval of Payment Request No. 2 to the contractor in the amount of \$307,226.59; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Payment Request No. 2 to Earle Asphalt Company of Wall, New Jersey for \$241,412.07, is hereby approved as detailed herein, and the CFO is authorized to issue same.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18., 2021.

Margaret Riggio
Borough Clerk



MEMORANDUM

TO: Mayor and Council
Borough of Hightstown

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

DATE: October 6, 2021

RE: Improvements to Springcrest Drive, Taylor Avenue,
Spruce Court, Glen Drive, and Schuyler Avenue
Payment No. 2
Our File No.: H1800

Attached please find the following in reference to Payment No. 2 which is a partial payment through October 1, 2021 for mobilization, site clearing, abandoning a sanitary manhole, manhole frame and cover, connections to existing manholes, precast sanitary manholes, sanitary sewer main and laterals, sanitary cleanouts, curb valves and boxes, caps, fire hydrant assemblies, and water main and services:

1. Payment No. 2
2. Invoice No. 2
3. Certified Payrolls
4. Monthly Project Workforce Reports

I recommend payment be made to Earle Asphalt Company in the amount of \$241,412.07.

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

cc: Peggy Riggio, RMC, CMR, Borough Borough Clerk
Dimitri Musing, Borough Administrator
George Lang, Borough CFO
Bill Mead, Earle Asphalt Company
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Kelly Pham, EIT, Roberts Engineering Group, LLC



PAYMENT No. 2
IMPROVEMENTS TO SPRINGCREST DRIVE, TAYLOR AVENUE,
SPRUCE COURT, GLEN DRIVE, AND SCHUYLER AVENUE
Borough of Hightstown, Mercer County, New Jersey

October 6, 2021
File No.: H1800

Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	LS	1.00	1.00	0.25	\$130,000.00	\$130,000.00
2	Clearing Site	LS	1	0.30	0.10	\$90,000.00	\$27,000.00
3	Project Video	LS	1	0.00	0.00	\$0.01	\$0.00
4	Traffic Director, Flagger	HOUR	160	0.00	0.00	\$0.01	\$0.00
5	Uniform Traffic Director (State Non-Participating)	HOUR	500	40.96	0.00	\$95.00	\$3,891.00
6	Traffic Cone	UNIT	25	0.00	0.00	\$0.01	\$0.00
7	Drum	UNIT	15	0.00	0.00	\$0.01	\$0.00
8	Breakaway Barricade	UNIT	21	0.00	0.00	\$0.01	\$0.00
9	Construction Sign 'B' (60"x30")	UNIT	7	0.00	0.00	\$0.01	\$0.00
10	Construction Sign 'C' (72"x60")	UNIT	2	0.00	0.00	\$0.01	\$0.00
11	Construction Sign 'D' (72"x60")	UNIT	1	0.00	0.00	\$0.01	\$0.00
12	Construction sign 'E' (72"x60")	UNIT	1	0.00	0.00	\$0.01	\$0.00
13	Construction Sign 'F' (72"x60")	UNIT	1	0.00	0.00	\$0.01	\$0.00
14	Construction Sign 'G' (30"x24")	UNIT	6	0.00	0.00	\$0.01	\$0.00
15	Construction Sign 'H' (30"x24")	UNIT	7	0.00	0.00	\$0.01	\$0.00
16	Construction Sign 'I' (30"x24")	UNIT	4	0.00	0.00	\$0.01	\$0.00
17	Construction Sign 'J' (72"x60") (State Non-Participating)	UNIT	2	0.00	0.00	\$0.01	\$0.00
18	Inlet Filter, Type 2	UNIT	12	0.00	0.00	\$50.00	\$0.00
19	Excavation, Unclassified, 12" Depth	CY	225	0.00	0.00	\$60.00	\$0.00
20	Tree Removal, 6" to 12" Diameter	UNIT	19	19.00	0.00	\$400.00	\$7,600.00
21	Tree Removal, Over 24" to 30" Diameter	UNIT	7	7.00	0.00	\$2,000.00	\$14,000.00
22	Decommission Existing Sanitary Lift Station (State Non-Participating)	LS	1	0.00	0.00	\$9,500.00	\$0.00
23	Abandon Sanitary Manhole (State Non-Participating)	UNIT	1	1.00	1.00	\$2,500.00	\$2,500.00
24	Manhole Frame and Cover, Sanitary (State Non-Participating)	UNIT	8	1.00	1.00	\$400.00	\$400.00
25	Connect to Existing Manhole (State Non-Participating)	UNIT	2	2.00	2.00	\$2,500.00	\$5,000.00
26	Precast Sanitary Manhole with Frame and Cover, 4' Diameter (State Non-Participating)	UNIT	5	3.00	3.00	\$10,421.00	\$31,263.00
27	Precast Sanitary Doghouse Manhole with Frame and Cover, 4' Diameter (State Non-Participating)	UNIT	1	0.00	0.00	\$12,201.67	\$0.00
28	8" PVC Sanitary Main (State Non-Participating)	LF	389	256.00	256.00	\$85.00	\$21,760.00
29	10" PVC Sanitary Main (State Non-Participating)	LF	637	620.00	620.00	\$95.00	\$58,900.00
30	6" PVC Sanitary Lateral (State Non-Participating)	LF	498	355.00	355.00	\$170.00	\$60,350.00
31	PVC Cleanout, Sanitary (State Non-Participating)	UNIT	42	24.00	24.00	\$100.00	\$2,400.00
32	Concrete Encasement (State Non-Participating)	LF	50	0.00	0.00	\$0.01	\$0.00
33	Precast Inlet, Type 'B'	UNIT	1	0.00	0.00	\$5,000.00	\$0.00
34	Precast Doghouse Inlet, Type 'E'	UNIT	1	0.00	0.00	\$5,500.00	\$0.00
35	Precast Catch Basin, Type 'A'	UNIT	2	0.00	0.00	\$4,000.00	\$0.00
36	4" Type 'N' Eco Curb Piece	UNIT	1	0.00	0.00	\$400.00	\$0.00
37	8" Type 'N' Eco Curb Piece	UNIT	5	0.00	0.00	\$500.00	\$0.00
38	Inlet Frame and Grate, Bicycle Safe	UNIT	7	0.00	0.00	\$750.00	\$0.00
39	12" Reinforced Concrete Pipe (State Non-Participating)	LF	4	0.00	0.00	\$400.00	\$0.00
40	6" Perforated PVC Storm Pipe (State Non-Participating)	LF	25	0.00	0.00	\$80.00	\$0.00
41	4" PVC Underdrain (State Non-Participating)	LF	35	0.00	0.00	\$125.00	\$0.00
42	PVC Cleanout, Storm (State Non-Participating)	UNIT	1	0.00	0.00	\$750.00	\$0.00
43	1" Crosslinked Polyethylene Water Service (State Non-Participating)	LF	852	0.00	0.00	\$50.00	\$0.00
44	Curb Valve and Box (State Non-Participating)	UNIT	40	10.00	10.00	\$150.00	\$1,500.00
45	6" Cap (State Non-Participating)	UNIT	8	4.00	4.00	\$500.00	\$2,000.00
46	6" Insertion Valve (State Non-Participating)	UNIT	1	1.00	0.00	\$5,000.00	\$5,000.00
47	6"x6" Wet Tap and Valve (State Non-Participating)	UNIT	1	1.00	0.00	\$5,000.00	\$5,000.00
48	8"x6" Wet Tap and Valve (State Non-Participating)	UNIT	1	1.00	0.00	\$5,000.00	\$5,000.00
49	6" HDPE Water Main (State Non-Participating)	LF	1269	824.00	0.00	\$100.00	\$82,400.00
50	Fire Hydrant Assembly, Complete (State Non-Participating)	UNIT	6	6.00	1.00	\$6,000.00	\$36,000.00
51	6"x8"x18" Concrete Vertical Curb	LF	3752	0.00	0.00	\$30.00	\$0.00
52	Concrete Sidewalk, 4" Thick	SY	1049	0.00	0.00	\$70.00	\$0.00
53	Concrete Sidewalk, Reinforced, 6" Thick	SY	360	0.00	0.00	\$95.00	\$0.00
54	Hot Mix Asphalt Driveway, 2" Thick	SY	194	0.00	0.00	\$30.00	\$0.00
55	Stone Driveway	SY	30	0.00	0.00	\$30.00	\$0.00
56	Detectable Warning Surface	SY	10	0.00	0.00	\$400.00	\$0.00



Item No.	Description	Contract Quantity	Units	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
57	HMA Milling, 3" or Less	SY	8510	0.00	0.00	\$4.50	\$0.00
58	HMA Profile Milling	SY	950	0.00	0.00	\$4.50	\$0.00
59	HMA Pavement Repair	SY	1515	0.00	0.00	\$15.00	\$0.00
60	Tack Coat	GAL	1001	0.00	0.00	\$0.01	\$0.00
61	Hot Mix Asphalt 9.5M64 Surface Course, 2" Thick	TON	1300	0.00	0.00	\$60.00	\$0.00
62	Hot Mix Asphalt 9.5M64 Leveling Course, Variable Thickness	TON	375	0.00	0.00	\$0.01	\$0.00
63	Hot Mix Asphalt 19M64 Base Course, 4" Thick	TON	150	0.00	0.00	\$88.97	\$0.00
64	Permanent Trench Restoration - Schuyler Avenue (State Non-Participating)	SY	300	0.00	0.00	\$14.00	\$0.00
65	Dense Graded Aggregate Base Course, 6" Thick	SY	650	0.00	0.00	\$10.00	\$0.00
66	1 1/2" Clean Stone, If & Where Directed	CY	50	0.00	0.00	\$25.00	\$0.00
67	30"x30" Regulatory Sign, R1-1 'Stop'	UNIT	5	0.00	0.00	\$200.00	\$0.00
68	12"x18" Regulatory Sign, 'Do Not Block Driveway'	UNIT	1	0.00	0.00	\$125.00	\$0.00
69	12"x18" Regulatory Sign, R7-2 'No Parking'	UNIT	1	0.00	0.00	\$125.00	\$0.00
70	12"x18" Regulatory Sign, R7-2 'No Parking 9AM-3PM MON-FRI'	UNIT	8	0.00	0.00	\$125.00	\$0.00
71	30"x30" Warning Sign, W14-1 'Dead End'	UNIT	2	0.00	0.00	\$200.00	\$0.00
72	Street Sign	UNIT	8	0.00	0.00	\$230.00	\$0.00
73	Traffic Markings, 24" Wide White	LF	305	0.00	0.00	\$4.00	\$0.00
74	Traffic Markings, 8" Wide White	LF	222	0.00	0.00	\$1.50	\$0.00
75	Traffic Markings, Sharrow Symbol	UNIT	14	0.00	0.00	\$400.00	\$0.00
76	Traffic Stripe, 4" Wide Yellow	LF	1085	0.00	0.00	\$0.75	\$0.00
77	Tree Planting, 2" Cal	UNIT	22	0.00	0.00	\$345.00	\$0.00
78	Topsoiling, 5" Thick	SY	1542.4	0.00	0.00	\$5.00	\$0.00
79	Fertilizing and Seeding, Type A-3	SY	1542	0.00	0.00	\$0.01	\$0.00
80	Fuel Price Adjustment	DOLLAR	2500	0.00	0.00	\$1.00	\$0.00
81	Asphalt Price Adjustment	DOLLAR	5000	0.00	0.00	\$1.00	\$0.00
82	Allowance (State Non-Participating)	DOLLAR	100000	0.00	0.00	\$1.00	\$0.00
S-1	8" HDPE Water Main (Schuyler Avenue) (State Non-Participating)	LF	370	362.00	30.00	\$135.86	\$49,181.32
S-2	1" Type 'K' Copper Water Service	LF	852	151.00	151.00	\$57.55	\$8,690.05
TOTAL WORK COMPLETED							\$559,835.37
LESS: RETAINAGE 2%							\$11,196.71
SUBTOTAL							\$548,638.66
LESS: PREVIOUS PAYMENTS							\$307,226.59
TOTAL AMOUNT DUE							\$241,412.07
AMOUNT OF ORIGINAL CONTRACT							\$1,370,813.13
AMOUNT OF ORIGINAL CONTRACT ADJUSTED BY CHANGE ORDER NO. 1 (3.31%)							\$1,416,230.13

Resolution 2021-161

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

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PHONE SYSTEM UPGRADES & SIP TRUNK MIGRATION

WHEREAS, the Borough of Hightstown has a need to upgrade its existing phone system; and

WHEREAS, Red Arrow Technologies, LLC has submitted a proposal dated September 14, 2021, indicating they will provide the Phone System Upgrades and SIP Trunk Migrations for the sum of \$43,698.72; and

WHEREAS, this contract is eligible to be awarded without advertising for competitive bids given the amount of the contract and the fact that the Borough has appointed a Qualified Purchasing Agent; and

WHEREAS, the contract shall be awarded as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and,

WHEREAS, the Qualified Purchasing Agent has determined and certified in writing that the value of the contract will exceed \$17,500.00; and,

WHEREAS, the anticipated term of this contract is 3 year(s); and

WHEREAS, Red Arrow Technologies has completed and submitted a Business Entity Disclosure Certification which certifies that Red Arrow Technologies has not made any reportable contributions to a political or candidate committee in the Borough of Hightstown in the previous one year, and that the contract will prohibit Red Arrow Technologies from making any reportable contributions through the term of the contract, and

WHEREAS, the Business Disclosure Entity Certification will be placed on file with this resolution in office of the Borough Clerk; and

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

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Hightstown authorizes Borough Administrator, Dimitri Musing, to execute a contract with Red Arrow Technologies as described herein.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18, 2021.

Margaret Riggio
Borough Clerk



The Borough of Hightstown

Clerk's Office

156 Bank Street, Hightstown, New Jersey 08520

Phone – (609) 490-5100, ext. 628

Fax – (609) 371-0267

priggio@hightstownborough.com

TO: Mayor & Borough Council
FROM: Peggy Riggio, Purchasing Agent
DATE: October 15, 2021
RE: Phone System Upgrade & SIP Trunk Migration

I have reviewed the attached Project Proposal from Red Arrow Technologies, LLC for upgrades to Hightstown Borough's Phone System and have determined that the amount of the project will exceed \$17,500. Red Arrow Technologies, LLC has submitted the required Business Identity Disclosure Statement along with the Political Contributions Disclosure form.

From: [Dimitri Musing](#)
To: [Fred Raffetto](#); [Peggy Riggio](#)
Subject: FW: Revised Phone System / SIP Trunk Proposal
Date: Friday, October 15, 2021 4:38:32 PM
Attachments: [image001.png](#)
[20210914_105227_SAF_Hightstown_Borough_Police_Department.pdf](#)
[20210914_105222_SAF_Hightstown_Borough_Main_Office.pdf](#)
[20210914_105216_SAF_Hightstown_Borough_Fire_Department.pdf](#)
[20210914_105210_SAF_Hightstown_Borough_AWWTP.pdf](#)
[Hightstown_Borough_-_Phone_System_Upgrade.pdf](#)

From: Michael McCully <michael@redarrowtech.com>
Sent: Tuesday, September 14, 2021 11:06 AM
To: Dimitri Musing <administrator@hightstownborough.com>
Subject: Revised Phone System / SIP Trunk Proposal

Hi Dimitri,

Please see attached revised proposal for your review. As discussed, we've made the below changes to help reduce costs as much as possible.

One-time Fees

- Reduced Project 1 to: \$27,340.00 (shaved 6 labor hours - \$900.00 savings)
- Reduced Project 2 to \$1,750.00 (shaved 3 labor hours - \$450.00 savings)
- Reduced Project 3 to \$1550.00 (shaved 3 labor hours - \$450.00 savings)
- Reduced Project 4 to \$950.00 (shaved 3 labor hours - \$450.00 savings)

Total Discount - \$2250.00

Original one-time costs was \$33,840.00 and with the above savings it is now **\$31,590.00**

Monthly Fees

SIP VOIP Fees are estimated at 1,009.06/month for a total of **12,108.72**

They are estimated as we didn't including faxing on these services and some fax lines may be needed especially if we remove them from the other telecom providers, or port over existing fax lines from Telesystem to Comcast or Verizon so that we can completely remove all the needs of Telesystem's services.

With the discounts and reduction of monthly support contract we would request that our SIP services be a 3 year term. See revised attached Service Activation Forms.

- Reduced Police Department MSC from \$450.00 to \$0/month – 0/year (for 1 year only discount)
- Reduced Borough Office MSC from \$250.00 to \$0/month – 0/year (for 1 year only discount)
- Reduced Fire Department MSC from \$250.00 to \$0/month – 0/year (for 1 year only discount)
- Reduced AWWTP MSC from \$250.00 to \$0/month – 0/year (for 1 year only discount)

After 1st year discount on the MSC, pricing to return as below for the support contract on each system..

PD - \$300.00

BORO - \$200.00

FD - \$100.00

AWWTP - \$100.00



Michael McCully
1 Meridian Road, Suite 8
Eatontown, NJ 07724
732.813.3939 Office
908.239.5082 Cell
michael@redarrowtech.com
support@redarrowtech.com

Ask us about our new 24 x 7 Remote Monitoring & Maintenance Services!!



Project Proposal

Proposal # 8623-1-0 – Hightstown Borough

Prepared For:

Dimitri Musing
Hightstown Borough
156 Bank Street
Hightstown, NJ 08520

Proposal Date: September 14, 2021

Proposal Valid: October 14, 2021

Michael McCully

Red Arrow Technologies

1 Meridian Road, Suite 8

Eatontown, NJ 07724

Office: 732-813-3939

Email: michael@redarrowtech.com

WELCOME

September 14, 2021

Dimitri Musing
Hightstown Borough
156 Bank Street
Hightstown, NJ 08520

Dear Dimitri,

Thank you for calling on Red Arrow Technologies. It was a pleasure meeting with you. I have enclosed a proposal per our conversation for the **Hightstown Borough Phone Systems Upgrades & SIP Trunk Migration.**

After further reviewing of all the systems and meeting with Chief Gendron, we have updated the proposal to reflect all new findings for the Police Department as well as the other sites. While reviewing the with Chief Gendron, he wishes to have as much built in redundancy with the system, that is why we have quoted a secondary server to replicate the needs of Voicemail/Management and Chronical Reporting and Recording. Similar to how the Borough's servers are replicated is the same way that we would handle the Police Department's need for redundancy. The existing sites are all running extremely old version of the Avaya IP Office software which will not support SIP trunks. Quoted for the 3 sites is the Avaya IP Office software upgrade to Release Version 11.0.

While planning for the migration from PRI/POTS to SIP Trunk for the IP Office, we will need to review the needs for Fax, Alarm, Elevator, etc telephone lines that will need to remain as is or ported to Verizon or Comcast to fully cancel the Line Systems services for Telephony feeding the Hightstown Borough's phone systems. If porting to our SIP services, our SIP pricing may change slightly to reflect.

In order to reduce pricing as much as possible, we have updated our pricing to reduce hours for installation and configuration and provide 1st year support contract on the phone systems free of charge. After the 1st year, pricing for the support contracts will be as follow. Our support contract includes unlimited remote support, changes and monitoring of each phone system.

Borough Office - \$200.00/month
Police Department – 300.00/month
Fire Department - \$100.00/month
AWWTP Office - \$100/month

Please review the enclosed at your earliest convenience. Upon your approval, sign and return the document where indicated along with your deposit. Once these documents are received, we can process and contact you with an installation date.

You can email the signed documents to:
Email: michael@redarrowtech.com

Should you have any questions or require additional information, please do not hesitate to contact me. I look forward to being of service to you in the future.

Sincerely,



Michael McCully – President

DESCRIPTION

CLIENT INFORMATION

Name: Hightstown Borough

Site

Hightstown Borough
156 Bank Street
Hightstown, NJ 08520

Billing

Hightstown Borough
156 Bank Street
Hightstown, NJ 08520

Contact

Dimitri Musing

PROJECT NAME: Hightstown Borough – Phone System Upgrades / SIP Trunk Migrations

PROJECT SCOPE

Project 1: (Police Department)

Installation and configuration of new Avaya IP Office phone system for the Police Department. Separate system so it doesn't rely upon the Main Office's system for operability. Upgrade new system with SIP trunks and work with staff and Line Systems to port over phone services to Red Arrow VOIP Services. SIP Proposal Attached.

Project 2: (Main Office)

Upgrade existing phone system in Borough's main office to latest IPO500 REL 11 software and reprogram accordingly for optimal configuration. Upgrade existing system with SIP trunks and work with staff and Line Systems to port over phone services to Red Arrow VOIP Services. SIP Proposal Attached.

Project 3: (Fire Department)

Upgrade existing phone system in Fire Department main office to latest IPO500 REL 11 software and reprogram accordingly for optimal configuration. Separate system so it doesn't rely upon the Main Office's system for operability. Upgrade existing system with SIP trunks and work with staff and current telephone service provider to port over phone services to Red Arrow VOIP Services. Separate SIP Proposal Attached. Installation of new SonicWALL Firewall and reconfigure VPN for interoffice communications.

Project 4: (Wastewater Treatment Plant)

Upgrade existing phone system in Wastewater Treatment Plant to latest IPO500 REL 11 software and reprogram accordingly for optimal configuration. Separate system so it doesn't rely upon the Main Office's system for operability. Upgrade existing system with SIP trunks and work with staff and current telephone service provider to port over phone services to Red Arrow VOIP Services. Separate SIP Proposal Attached.

- Red Arrow Technologies labor is provided during normal business hours Monday through Friday from 7:00 AM- 7:00 PM.
- Overtime hours or prevailing wages are not included and will be charged additionally.
- Pricing based on non-union, non-prevailing wages.
- Taxes are excluded unless specifically shown as included at pricing summary lines.
- Customer to provide 110V Power and Network Link-up where required by Red Arrow Technologies.
- Additional devices or wire needed that are not specified in this proposal, will be quoted and invoiced under separate cover. Buyer will be notified in advance prior to any additional devices being added.
- All wiring will be installed in a professional manner and will confirm to the National Electric Code (N.E.C.).
- Clear access must be provided in all areas during the time of installation.
- Red Arrow Technologies retains title to Ownership of all materials until final payment is received.
- Buyer to provide Purchase Order number and tax-exempt certificate, if applicable, prior to work being scheduled.
- Buyer to provide deposit required to initiate job mobilization.
- This proposal is confidential and proprietary to the Corporation and not to be copied by others.
- Includes miscellaneous hardware needed to install accordingly.
- Pricing based on a prewired installation.
- All devices installed as per manufacturer's specifications.

NOTICE OF CANCELLATION

YOU, THE BUYER, MAY CANCEL THIS CONTRACT AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION.

(CONSUMER TRANSACTIONS ONLY) BUYER MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. PLEASE SEE THE ATTACHED NOTICE OF RIGHT OF RESCISSION FORM FOR AN EXPLANATION OF THIS RIGHT. BY SIGNING BELOW, BUYER ACKNOWLEDGES RECEIPT OF THE NOTICE OF RIGHT OF RESCISSION FORM.

PROPOSAL ACCEPTANCE:

THIS AGREEMENT IS MADE BETWEEN Hightstown Borough ("BUYER") and Red Arrow Technologies, 1 Meridian Road, Suite 8, Eatontown, NJ 07724 (sometime referred to herein as the "CORPORATION").

FOR SALES AND INSTALLATIONS, this Proposal will become binding on the CORPORATION only if the BUYER and the CORPORATION sign this PROPOSAL below. The "TERMS & CONDITIONS APPLICABLE TO SALE AND INSTALLATION" in this PROPOSAL below apply to all Sales and Installations. **BUYER – PLEASE READ AND UNDERSTAND ALL OF THE "TERMS & CONDITIONS APPLICABLE TO SALE AND INSTALLATION" IN THIS PROPOSAL BELOW BEFORE SIGNING BELOW.**



Hightstown Borough

Red Arrow Technologies

By

Signature Date

Signature Date

Title

Title

Printed Name

Printed Name

TERMS & CONDITIONS

LIMITATION OF CORPORATION’S LIABILITY. IF THE CORPORATION IS FOUND LIABLE FOR ANY LOSS OR DAMAGE DUE TO BREACH OF CONTRACT; BREACH OF WARRANTY; CORPORATION’S OWN NEGLIGENCE, GROSS NEGLIGENCE AND/OR NEGLIGENT MISREPRESENTATION; STRICT PRODUCT LIABILITY; SUBROGATION; INDEMNIFICATION OR CONTRIBUTION; OR ANY OTHER THEORY OF LIABILITY ARISING FROM THIS AGREEMENT; THE DESIGN OF THE SYSTEM; THE LOCATION AND/OR POSITIONING OF THE SYSTEM OR ANY OF ITS DEVICES; THE COVERAGE OF THE SYSTEM OR ANY OF ITS DEVICES; THE NUMBER OF DEVICES; THE SELECTION OR RECOMMENDATION OF THE SYSTEM OR ANY OF ITS DEVICES; INSTALLATION, REPAIR, SERVICE, OPERATION OR NON-OPERATION, OF THE SYSTEM OR ANY OF ITS DEVICES IN ANY RESPECT AT ALL, THE MAXIMUM LIABILITY WILL BE LIMITED TO THE SUM OF TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500) COLLECTIVELY FOR CORPORATION (THROUGHOUT THESE TERMS & CONDITIONS, THE TERM CORPORATION SHALL INCLUDE ITS SHAREHOLDERS, BOARD OF DIRECTORS, OFFICERS, EMPLOYEES, AGENTS AND SUBCONTRACTORS), AND THIS LIABILITY SHALL BE EXCLUSIVE. THE CORPORATION MAY AGREE TO ASSUME A GREATER LIABILITY, BUT ONLY FOR AN ADDITIONAL CHARGE TO BE AGREED UPON BY THE BUYER AND THE CORPORATION. IF THE CORPORATION DOES SO, A RIDER WILL BE ATTACHED TO THIS AGREEMENT.

THE CORPORATION EXPRESSLY DENIES ALL LIABILITY FOR ANY LOSS OR DAMAGE ABOVE THE LIMITATION OF LIABILITY. THIS INCLUDES LIABILITY BASED ON CONTRACT, TORT, WARRANTY (INCLUDING MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE) AND ANY OTHER THEORY OF LIABILITY.

THIS LIMITATION OF LIABILITY SPECIFICALLY COVERS LIABILITY FOR, AMONG OTHER THINGS, LOST PROFITS; LOST OR DAMAGED PROPERTY; LOSS OF USE OF PROPERTY OR THE PREMISES; GOVERNMENT FINES AND CHARGES; PERSONAL INJURIES; CROSS-CLAIMS AND OTHER CLAIMS FOR INDEMNITY AND CONTRIBUTION; AND THE CLAIMS OF THIRD PARTIES. ALSO COVERED BY THIS LIMITATION ARE THE FOLLOWING TYPES OF DAMAGES: DIRECT, INDIRECT, SPECIAL, INCIDENTAL, AND CONSEQUENTIAL AND PUNITIVE.

WAIVER OF SUBROGATION. The BUYER understands that the CORPORATION is not an Insurer. The BUYER is responsible for obtaining all insurance the BUYER thinks is necessary, including coverage for personal injury and property damage. The payments the BUYER makes under this Agreement are not related to the value of the Premises, the BUYER'S possessions, or persons on or about the Premises, but rather are based on the cost of the System and the CORPORATION'S services.

To the extent permitted by applicable law, the BUYER releases the CORPORATION from any liability for any loss, event or condition covered by the BUYER'S insurance.

LIMITED WARRANTY. (Only applies to work performed, or products sold, by Corporation) Does Not Apply to a takeover of any existing systems or related equipment at the Premises).

(a) For 12 months from the date of this Agreement, the CORPORATION warrants that if any part of the System does not work because of a defect or because of ordinary wear and tear, the CORPORATION will repair or replace that part at no charge to the BUYER. The Limited Warranty does not cover batteries, nor does it apply if the System has been damaged by the BUYER, accidents, power surges, misuse, vandalism, lack of proper maintenance, unauthorized changes or acts of God (such as fires, earthquakes, floods, tornadoes, etc.).

(b) One (1) Year Warranty on all NEW Parts and Technical Labor required for troubleshooting, diagnosing, and repairing the problem. Products are warranted to be free from defects in material and workmanship, under normal and proper use. Manufacturer and/or Red Arrow Technologies agree to correct by repair or at its discretion by replacement, any defect of material or workmanship without charge during this period.

(c) This limited warranty is the only warranty the CORPORATION makes, is made only if the CORPORATION installed the System, and takes the place of all other warranties whether express or implied. NO EXPRESS OR IMPLIED WARRANTIES EXTEND BEYOND THE FACE OF THIS AGREEMENT. THE CORPORATION MAKES NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ANY AND ALL SUCH WARRANTIES BEING EXPRESSLY WAIVED UNDER THIS AGREEMENT.

(d) The BUYER understands and agrees that CORPORATION will provide no Warranty Service or any other service or repair to the System unless the BUYER first notifies the CORPORATION of a problem or need of repair or service. The BUYER further understands and agrees that, once notified, CORPORATION will service the System as soon as it reasonably can during normal business hours (7:00 a.m. to 7:00 p.m.), excluding Saturday, Sunday and Holidays. CORPORATION assumes no liability for any loss or damage which may occur after a service request has been made and before service is complete. The BUYER will pay the CORPORATION its then prevailing rates and charges on a time and materials basis for any service to the System which is not covered by the Limited Warranty, or which is requested on an emergency basis.

(e) Once installation of the System is completed, the System is in the exclusive possession and control of the BUYER and, as such, it is the sole responsibility of the BUYER to test the operation of the System at least weekly, and immediately notify the CORPORATION of any problem or need of Warranty Service and/or repair or other service.

COMMENCEMENT OF WORK

THE CORPORATION will begin work within a reasonable time after this Agreement is signed by the CORPORATION and the BUYER. The CORPORATION shall not be liable for any damage or loss sustained by the BUYER, or any third party, which occurs before the commencement of work, or as a result of any delay in the commencement of work.

THE BUYER authorizes the CORPORATION to make all preparations, as it deems reasonably necessary to install the System, such as drilling holes, driving nails and screws, securing attachments and brackets, and other related matters. All such work shall be performed in a workmanlike manner.

BUYER'S PROTECTION OF CORPORATION

THIS AGREEMENT IS INTENDED ONLY FOR THE BUYER'S BENEFIT. THEREFORE, THE BUYER SHALL PROTECT, INDEMNIFY, DEFEND, RELEASE AND HOLD HARMLESS THE CORPORATION FROM AND AGAINST ALL THIRD PARTY CLAIMS OR LOSSES (INCLUDING REASONABLE ATTORNEYS' FEES) BROUGHT AGAINST THE CORPORATION WHICH IN ANY WAY ARISE FROM, OR RELATE TO, THIS AGREEMENT, THE SYSTEM, AND/OR ANY SERVICES WHICH THE CORPORATION PERFORMED, OR FAILED TO PERFORM, UNDER THIS AGREEMENT.

THIS PROTECTION/INDEMNITY INCLUDES CLAIMS AGAINST THE CORPORATION ARISING UNDER CONTRACT, WARRANTY, CORPORATION'S OWN NEGLIGENCE OR GROSS NEGLIGENCE OR NEGLIGENT MISREPRESENTATION, STRICT PRODUCT LIABILITY, CROSS-CLAIMS OR OTHER CLAIMS FOR INDEMINIFICATION OR ANY OTHER THEORY OF LIABILITY.

THE BUYER'S DEFAULT. If the BUYER fails to make Payment as and when agreed under this Agreement, the CORPORATION can terminate this Agreement, and the BUYER must pay the CORPORATION: (a) the Total Contract Price; and (b) the CORPORATION's reasonable collection costs, including attorney's fees and costs.

The CORPORATION shall have no duty or obligation to perform any Work under this Agreement until any amounts past due are paid in full by the BUYER. If the CORPORATION waives any default by the BUYER that does not mean the CORPORATION waives later defaults. Any waiver by the CORPORATION must be in writing.

Any default by the BUYER under this Agreement will be deemed a cross-default under any other agreement between the CORPORATION and BUYER.

If the BUYER has contracted for a CCTV System, BUYER understands and agrees that the effectiveness, operation and functionality of the CCTV System may be adversely effected by, among others, number of cameras purchased by BUYER; location of Cameras selected by BUYER; quality of equipment selected and purchased by BUYER; obstruction of the camera(s); lighting; weather conditions; damage to camera(s), data cables, if any, and monitor(s); vandalism; alteration of location or positioning of camera(s); and failure to maintain or repair, or improper maintenance or repair. BUYER acknowledges and agrees that additional and more costly equipment, has been offered, or is available, which may provide increased monitoring or detection ability and BUYER has selected the CCTV System based upon BUYER'S personal and/or business budget and other reasons. BUYER agrees to utilize the CCTV only for lawful purposes in strict accordance with applicable Federal, State and Local Laws.

TRANSFERS. The BUYER cannot transfer or assign this Agreement without the CORPORATION'S prior written consent. However, the CORPORATION may transfer or assign this Agreement, or subcontract any of Contractor's duties or

responsibilities hereunder, without the BUYER'S consent. Anyone to whom the CORPORATION transfers or assigns this Agreement, or any of the CORPORATION'S duties or responsibilities, shall receive the benefit of, and have the right to enforce, the terms and conditions of this Agreement, including, without limitation, the Limitation of CORPORATION'S Liability, Insurance Waiver of Subrogation, BUYER'S Protection of CORPORATION, and the Limitation on Lawsuits; Jury Trial.

LIMITATION ON LAWSUITS; JURY TRIAL. The BUYER must bring any lawsuit against the CORPORATION within 1 year after the act, omission or event occurred upon which the lawsuit is based. If the BUYER does not, the BUYER shall have no right to sue the CORPORATION and the CORPORATION shall have no liability whatsoever to the BUYER for that claim. Time is of the essence. TO THE FULL EXTENT PERMITTED BY LAW, THE CORPORATION AND BUYER BOTH GIVE UP THEIR RIGHT TO A JURY TRIAL.

PROPOSAL/PURCHASE ORDERS/OTHER AGREEMENTS/CHANGE ORDERS. In the event of any conflict between this Agreement and any other agreement, proposal, contract or purchase order relating the subject matter hereof, the terms of this Agreement shall govern and control.

MISCELLANEOUS. This Agreement contains the entire understanding between the BUYER and the CORPORATION relating to this Agreement and its subject matter and replaces any earlier discussions or agreements. This Agreement cannot be changed except in writing signed by BUYER and CORPORATION. If any provision of this Agreement is found to be invalid, the remaining provisions are still effective. This Agreement is governed by New Jersey Law. This Agreement is not binding on the CORPORATION until the earlier of: (i) CORPORATION, through its Authorized Representative, signs this Agreement; or (ii) services are commenced under this Agreement.

If the CORPORATION does not approve this Agreement, the CORPORATION'S only obligation is to refund any payments the BUYER has made.

BY SIGNING BELOW, THE BUYER ACKNOWLEDGES THAT BUYER HAS RECEIVED A COPY OF THIS AGREEMENT AND HAS READ IT AND UNDERSTANDS IT, INCLUDING THE TERMS RELATING TO LIMITATION OF CORPORATION'S LIABILITY AND PROTECTION OF CORPORATION.

(CONSUMER TRANSACTIONS ONLY) BUYER MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. PLEASE SEE THE ATTACHED NOTICE OF RIGHT OF RESCISSION FORM FOR AN EXPLANATION OF THIS RIGHT. BY SIGNING BELOW, BUYER ACKNOWLEDGES RECEIPT OF THE NOTICE OF RIGHT OF RESCISSION FORM.

Service Activation Form

**Red Arrow Technologies**

PO Box 1228
Eatontown, NJ 07724

Proposal #: 209063
Date: 9/14/2021
Quote Valid Until: 10/14/2021
Order Type: New Proposal
Sales Representative: Michael McCully
Sales Rep. Email: michael@redarrowtech.com
Payment Method: Check

Customer Name: Hightstown Borough - AWWTP
Customer Since: N/A
Contract Start: TBD
Contract Maturity: TBD
Term of Commitment: 36 months from date of Service activation per the Terms of Service

Customer Information

	Billing Address	Shipping Address
Company:	Hightstown Borough - AWWTP	Hightstown Borough - AWWTP
Contact:	Waste Water Treatment Plant	Waste Water Treatment Plant
Street 1:	156 BANK ST	156 BANK ST
Street 2:		
City, State, ZIP code:	HIGHTSTOWN, NJ 08520	HIGHTSTOWN, NJ 08520
Phone:	(609) 490-5100	(609) 490-5100
Fax:		
Mobile:		
Email:		

Monthly Recurring Charges (MRC)

QTY	Item ID	Description	Monthly	Monthly Ext.
1	100-06-E911	E911 Service Charge Monthly E911 Service Fee per DID, TN or unique physical address per Service Provider Terms of Service.	\$2.99	\$2.99
3	100-05-DID	Domestic Telephone Number (DID) One (1) DID or Telephone Number (TN) in one rate center	\$2.99	\$8.97
1	100-03-SIPTRUNKE	Enhanced SIP Trunk Connects to a physical premise device. Includes Disaster Recovery	\$39.99	\$39.99
4	100-03-CALLPATHM	Metered Call Path Includes Unlimited inbound calling (non toll-free). No pre-paid termination included. Default domestic rate \$0.039. Burstable call paths available upon request at a \$4 surcharge.	\$19.99	\$79.96
1	100-03-UNLIMITED	Unlimited Minutes Unlimited Minutes	\$0.00	\$0.00
			MRC Subtotal	
			\$131.91	

Non-Recurring Charges (NRC)

QTY	Item ID	Description	Price	Price Ext.
			NRC Subtotal	
			\$0.00	

Service Activation Form



Service Activation Form



Notes

Due at Signing	
Monthly Recurring	\$131.91
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.27
FUSF (VoIP)	\$27.22
Sales Tax	\$10.56
Total Due at Signing	\$170.87

Summary	
Monthly Recurring	\$131.91
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.27
FUSF (VoIP)	\$27.22
Sales Tax	\$10.56
Total	\$170.87

*** Taxes and fees are subject to change.**

The undersigned acknowledges that they have received, read, accepted, and agreed to the Red Arrow Technologies Terms of Service, and ALL Red Arrow Technologies Terms and Conditions incorporated by this reference.

Please charge my existing credit card on file: Yes No

Signature:

Title:

Print Name:

Date:

Confidential and Proprietary to Red Arrow Technologies . This proposal is provided to the Entity(s) and Individual(s) listed above only, and may not be disclosed or forwarded to any other party without the express, written consent of Red Arrow Technologies .

Service Activation Form

**Red Arrow Technologies**

PO Box 1228
Eatontown, NJ 07724

Proposal #: 209064
Date: 9/14/2021
Quote Valid Until: 10/14/2021
Order Type: New Proposal
Sales Representative: Michael McCully
Sales Rep. Email: michael@redarrowtech.com
Payment Method: Check

Customer Name: Hightstown Borough - Fire Department
Customer Since: N/A
Contract Start: TBD
Contract Maturity: TBD
Term of Commitment: 36 months from date of Service activation per the Terms of Service

Customer Information

	Billing Address	Shipping Address
Company:	Hightstown Borough - Fire Department	Hightstown Borough - Fire Department
Contact:	Fire Department	Fire Department
Street 1:	156 BANK ST	156 BANK ST
Street 2:		
City, State, ZIP code:	HIGHTSTOWN, NJ 08520	HIGHTSTOWN, NJ 08520
Phone:	(609) 490-5100	(609) 490-5100
Fax:		
Mobile:		
Email:		

Monthly Recurring Charges (MRC)

QTY	Item ID	Description	Monthly	Monthly Ext.
1	100-06-E911	E911 Service Charge Monthly E911 Service Fee per DID, TN or unique physical address per Service Provider Terms of Service.	\$2.99	\$2.99
2	100-05-DID	Domestic Telephone Number (DID) One (1) DID or Telephone Number (TN) in one rate center	\$2.99	\$5.98
1	100-03-SIPTRUNKE	Enhanced SIP Trunk Connects to a physical premise device. Includes Disaster Recovery	\$29.99	\$29.99
3	100-03-CALLPATHM	Metered Call Path Includes Unlimited inbound calling (non toll-free). No pre-paid termination included. Default domestic rate \$0.039. Burstable call paths available upon request at a \$4 surcharge.	\$19.99	\$59.97
1	100-03-UNLIMITED	Unlimited Minutes Unlimited Minutes	\$0.00	\$0.00
			MRC Subtotal	
			\$98.93	

Non-Recurring Charges (NRC)

QTY	Item ID	Description	Price	Price Ext.
			NRC Subtotal	
			\$0.00	

Service Activation Form



Service Activation Form



Notes

Due at Signing	
Monthly Recurring	\$98.93
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.21
FUSF (VoIP)	\$20.42
Sales Tax	\$7.92
Total Due at Signing	\$128.37

Summary	
Monthly Recurring	\$98.93
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.21
FUSF (VoIP)	\$20.42
Sales Tax	\$7.92
Total	\$128.37

*** Taxes and fees are subject to change.**

The undersigned acknowledges that they have received, read, accepted, and agreed to the Red Arrow Technologies Terms of Service, and ALL Red Arrow Technologies Terms and Conditions incorporated by this reference.

Please charge my existing credit card on file: Yes No

Signature:

Title:

Print Name:

Date:

Confidential and Proprietary to Red Arrow Technologies . This proposal is provided to the Entity(s) and Individual(s) listed above only, and may not be disclosed or forwarded to any other party without the express, written consent of Red Arrow Technologies .

Service Activation Form

**Red Arrow Technologies**

PO Box 1228
Eatontown, NJ 07724

Proposal #: 209065
Date: 9/14/2021
Quote Valid Until: 10/14/2021
Order Type: New Proposal
Sales Representative: Michael McCully
Sales Rep. Email: michael@redarrowtech.com
Payment Method: Check

Customer Name: Hightstown Borough - Main Office
Customer Since: N/A
Contract Start: TBD
Contract Maturity: TBD
Term of Commitment: 36 months from date of Service activation per the Terms of Service

Customer Information

	Billing Address	Shipping Address
Company:	Hightstown Borough - Main Office	Hightstown Borough - Main Office
Contact:	Main Office	Main Office
Street 1:	156 BANK ST	156 BANK ST
Street 2:		
City, State, ZIP code:	HIGHTSTOWN, NJ 08520	HIGHTSTOWN, NJ 08520
Phone:	(609) 490-5100	(609) 490-5100
Fax:		
Mobile:		
Email:		

Monthly Recurring Charges (MRC)

QTY	Item ID	Description	Monthly	Monthly Ext.
1	100-06-E911	E911 Service Charge Monthly E911 Service Fee per DID, TN or unique physical address per Service Provider Terms of Service.	\$2.99	\$2.99
20	100-05-DID	Domestic Telephone Number (DID) One (1) DID or Telephone Number (TN) in one rate center	\$2.99	\$59.80
1	100-03-SIPTRUNKE	Enhanced SIP Trunk Connects to a physical premise device. Includes Disaster Recovery	\$29.99	\$29.99
12	100-03-CALLPATHM	Metered Call Path Includes Unlimited inbound calling (non toll-free). No pre-paid termination included. Default domestic rate \$0.039. Burstable call paths available upon request at a \$4 surcharge.	\$19.99	\$239.88
1	100-03-UNLIMITED	Unlimited Minutes Unlimited Minutes	\$0.00	\$0.00
			MRC Subtotal	
			\$332.66	

Non-Recurring Charges (NRC)

QTY	Item ID	Description	Price	Price Ext.
			NRC Subtotal	
			\$0.00	

Service Activation Form



Service Activation Form



Notes

Due at Signing	
Monthly Recurring	\$332.66
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.69
FUSF (VoIP)	\$68.66
Sales Tax	\$26.63
Total Due at Signing	\$429.54

Summary	
Monthly Recurring	\$332.66
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.69
FUSF (VoIP)	\$68.66
Sales Tax	\$26.63
Total	\$429.54

*** Taxes and fees are subject to change.**

The undersigned acknowledges that they have received, read, accepted, and agreed to the Red Arrow Technologies Terms of Service, and ALL Red Arrow Technologies Terms and Conditions incorporated by this reference.

Please charge my existing credit card on file: Yes No

Signature:

Title:

Print Name:

Date:

Confidential and Proprietary to Red Arrow Technologies . This proposal is provided to the Entity(s) and Individual(s) listed above only, and may not be disclosed or forwarded to any other party without the express, written consent of Red Arrow Technologies .

Service Activation Form

**Red Arrow Technologies**

PO Box 1228
Eatontown, NJ 07724

Proposal #: 209066
Date: 9/14/2021
Quote Valid Until: 10/14/2021
Order Type: New Proposal
Sales Representative: Michael McCully
Sales Rep. Email: michael@redarrowtech.com
Payment Method: Check

Customer Name: Hightstown Borough - Police Department
Customer Since: N/A
Contract Start: TBD
Contract Maturity: TBD
Term of Commitment: 36 months from date of Service activation per the Terms of Service

Customer Information

	Billing Address	Shipping Address
Company:	Hightstown Borough - Police Department	Hightstown Borough - Police Department
Contact:	Police Department	Police Department
Street 1:	156 BANK ST	156 BANK ST
Street 2:		
City, State, ZIP code:	HIGHTSTOWN, NJ 08520	HIGHTSTOWN, NJ 08520
Phone:	(609) 490-5100	(609) 490-5100
Fax:		
Mobile:		
Email:		

Monthly Recurring Charges (MRC)

QTY	Item ID	Description	Monthly	Monthly Ext.
1	100-06-E911	E911 Service Charge Monthly E911 Service Fee per DID, TN or unique physical address per Service Provider Terms of Service.	\$2.99	\$2.99
8	100-05-DID	Domestic Telephone Number (DID) One (1) DID or Telephone Number (TN) in one rate center	\$2.99	\$23.92
1	100-03-SIPTRUNKE	Enhanced SIP Trunk Connects to a physical premise device. Includes Disaster Recovery	\$29.99	\$29.99
8	100-03-CALLPATHM	Metered Call Path Includes Unlimited inbound calling (non toll-free). No pre-paid termination included. Default domestic rate \$0.039. Burstable call paths available upon request at a \$4 surcharge.	\$19.99	\$159.92
1	100-03-UNLIMITED	Unlimited Minutes Unlimited Minutes	\$0.00	\$0.00
			MRC Subtotal	
			\$216.82	

Non-Recurring Charges (NRC)

QTY	Item ID	Description	Price	Price Ext.
			NRC Subtotal	
			\$0.00	

Service Activation Form



Service Activation Form



Notes

Due at Signing	
Monthly Recurring	\$216.82
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.45
FUSF (VoIP)	\$44.75
Sales Tax	\$17.36
Total Due at Signing	\$280.28

Summary	
Monthly Recurring	\$216.82
Non-Recurring	\$0.00
E-911	\$0.90
FCC Regulatory Fee (VoIP)	\$0.45
FUSF (VoIP)	\$44.75
Sales Tax	\$17.36
Total	\$280.28

*** Taxes and fees are subject to change.**

The undersigned acknowledges that they have received, read, accepted, and agreed to the Red Arrow Technologies Terms of Service, and ALL Red Arrow Technologies Terms and Conditions incorporated by this reference.

Please charge my existing credit card on file: Yes No

Signature:

Title:

Print Name:

Date:

Confidential and Proprietary to Red Arrow Technologies . This proposal is provided to the Entity(s) and Individual(s) listed above only, and may not be disclosed or forwarded to any other party without the express, written consent of Red Arrow Technologies .

Resolution 2021-162

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

AUTHORIZING PAYMENT – EARLE ASPHALT COMPANY – GRANITE CURB REPLACEMENT STOCKTON STREET

WHEREAS, Council requested that the Borough Engineer have four sections of damaged granite curb be replaced on Stockton Street and Rogers Avenue prior to the paving of Stockton Street; and

WHEREAS, the Borough Engineer requested prices for the replacement of the granite curb from contractors; and

WHEREAS, on May 11, 2021, the Borough Engineer authorized Earle Asphalt of Wall, New Jersey, to furnish and install the granite curb in accordance with Borough Requirements; and

WHEREAS, the work was completed on July 26, 2021; and

WHEREAS, the Borough Engineer recommends payment to Earle Asphalt in the amount of \$8,980.00; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that payment to Earle Asphalt Company of Wall, New Jersey for \$8,980.00, is hereby approved as detailed herein, and the CFO is authorized to issue same,

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18., 2021.

Margaret Riggio
Borough Clerk



Roberts

ENGINEERING GROUP LLC

Women Business Enterprise Certified

October 13, 2021

Dimitri Musing, Borough Administrator
156 Bank Street
Borough of Hightstown
Mercer County, New Jersey 08520

Re: Granite Curb Replacement on Stockton Street
Earle Asphalt Company Invoice
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1744

Dear Peggy:

We are in receipt of an invoice from Earle Asphalt Company dated October 8, 2021 for the replacement of granite curb along Stockton Street which was completed on July 26, 2021. This work was authorized for Earle Asphalt Company on May 11, 2021.

You may recall that the Borough requested that damaged granite curb on Stockton Street and Rogers Avenue be replaced prior to the County paving Stockton Street this year. Four (4) sections of curb were identified for replacement and prices were requested from contractors. Earle Asphalt, who was on site completing curb and sidewalk improvements under the Safe Routes to School program, was authorized to furnish and install the granite curb in accordance with Borough requirements.

The unit price for the scope of work is consistent with what was previously agreed upon.

I recommend payment to Earle Asphalt Company in the amount of \$8,980.00 as requested in the invoice.

Should you have any questions or comments, please do not hesitate to contact our office.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts". The signature is fluid and cursive, with the first name "Carmela" and the last name "Roberts" clearly legible.

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

cc: Peggy Riggio, RMC, CMR, Borough Clerk
Cameron Corini, PE, CME, Roberts Engineering Group, LLC
Kelly Pham, EIT, Roberts Engineering Group, LLC

Pay Estimate Summary Report

Invoice # 1 - FINAL

Invoice Date: 10/08/2021
 Dates Submitted: 05/31/2021 - 10/08/2021
Contract # 21042B
 Hightstown Boro - Stockton St Granite
 Job: 21042B

Owner
 Hightstown Boro
 156 Bank St
 Hightstown, NJ 08520
 USA

Contractor
 Earle Asphalt Company
 PO Box 556
 Farmingdale, NJ 07727
 USA

Owner Code	Description	Contract Quantities	Unit	Unit Price	Contract Amount	Previous Quantities	Current Quantities	Quantities to Date	Current Amount	Amount to Date	% Cmpl
01	Granite Curbing	1.00	LS	8,980.00	8,980.00	0.0000	1.0000	1.0000	8,980.00	8,980.00	100.0
Totals:					8,980.00				8,980.00	8,980.00	100.0

Original Contract Amount	8,980.00
Change Order Amount	0.00
Total Contract (\$)	8,980.00
Work Completed to Date	8,980.00
Stored Material	0.00
Total Complete/Stored/Pending (\$)	8,980.00
Less Retainage	0.00
Total [Less Retainage] (\$)	8,980.00
Adjustments	0.00
Less Previously Requested	0.00
Amount Due This Request (\$)	8,980.00

Approved By: _____
Owner

Approved By:  _____
Contractor

Approved By: _____

Resolution 2021-163

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

AUTHORIZING RECEIPT OF BIDS FOR CURBSIDE RECYCLING COLLECTION

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Purchasing Agent is hereby authorized to prepare specifications and advertise for bids Curbside Recycling Collection, and that the Borough is authorized to receive same after proper advertisement.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18, 2021.

Margaret Riggio
Borough Clerk

Resolution 2021-164

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, the Borough of Hightstown (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position.

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

1. The Borough of Hightstown hereby appoints Skylands Risk Management, Inc. its local Risk Management Consultant.
2. The Borough Administrator and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2022 in the form attached hereto.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18, 2021.

Margaret Riggio
Borough Clerk

**2022 FUND YEAR
STATEWIDE INSURANCE FUND**

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this _____ day of _____ 20____, among the Statewide Insurance Fund ("FUND"), a joint insurance fund of the State of New Jersey, the Borough of Hightstown, ("MEMBER") and Skyland Risk Management, Inc. ("RISK MANAGEMENT CONSULTANT") through a fair and open process, pursuant to N.J.S.A.19:44A-20.4.

WHEREAS, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

WHEREAS, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

WHEREAS, the MEMBER desires these professional services from the CONSULTANT; and

WHEREAS, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

WHEREAS, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
 - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
 - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
 - (d) explain to the MEMBER, or its representatives the operation of the FUND.
 - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if

required by the FUND.

- (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.
- (g) review losses and engineering reports and provide assistance to the MEMBER'S safety committee, if required.
- (h) assist in the claim settlement process, if required, by MEMBER or FUND.
- (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
- (j) comply with the obligations imposed upon Risk Managers in the FUND'S Bylaws.
- (k) act in good faith and fair dealing to the FUND.
- (l) perform other duties for the FUND as may be required from time to time by the FUND.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

- (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER'S assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of non WC assessment (excluding any fees, PLIGA, and loss ratio apportionment);
- (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
- (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND'S assessment in computing the fee set forth in 2(a).
- (d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.

1. The term of this Agreement shall be from **January 1, 2022** to **January 1, 2023**. However, this

Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.

- 2. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.
- 3. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

ATTEST:

Margaret Riggio, Borough Clerk

Dimitri Musing, Borough Administrator

ATTEST:

Risk Management Consultant Corporate Officer

ATTEST:

Statewide Insurance Fund Chairperson

**EXHIBIT A
STATEWIDE INSURANCE FUND**

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY NOTICE
(N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.)

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

This form is a summary of the successful professional service entity's requirement to comply with the requirements of **N.J.S.A. 10:5-31 et seq.** and **N.J.A.C. 17:27 et seq.**

The successful professional service entity shall submit to the Statewide Insurance Fund, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

(a) A photocopy of a valid letter that the vendor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

(b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-1.1 et seq.;

OR

(c) A photocopy of a completed Employee Information Report (Form AA302) provided by the Division of Contract Compliance and completed by the vendor in accordance with N.J.A.C. 17:27-1.1 et seq.

The successful professional service entity may obtain the Employee Information Report (AA302) from the Statewide Insurance Fund during normal business hours.

The undersigned professional service entity certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. and agrees to furnish the required forms of evidence.

The undersigned professional service entity further understands that his/her submission shall be rejected as non-responsive if said professional service entity fails to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

COMPANY: _____
Risk Management Consultant

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____ DATE: _____

Resolution 2021-165

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

RESOLUTION APPOINTING A FUND COMMISSIONER

WHEREAS, the Borough of Hightstown (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Hightstown that Dimitri Musing, is hereby appointed as the Fund Commissioner for the Local Unit for the year 2022; and

BE IT FURTHER RESOLVED that Margaret Riggio is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2022; and

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18, 2021.

Margaret Riggio
Borough Clerk

Resolution 2021-166

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

AMENDING RESOLUTION 2021-156 – AUTHORIZING REFUND OF TAX OVERPAYMENT – 32 NORTON AVENUE

WHEREAS, Resolution 2021-156 was adopted by Hightstown Borough Council October 4, 2021, authorizing a tax overpayment for Block 10.01/Lot 8, 32 Norton Avenue; and

WHEREAS, the overpayment, in the amount of \$1,015.04 was issued to the mortgage company, Pinnacle Title Agency, 220 West County Line Road, Jackson, NJ; and

WHEREAS, the overpayment should be issued directly to the homeowner, Wilfredo Rodriguez, 32 Norton Avenue, Hightstown, NJ 08520.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Resolution 2021-156 authorizing a tax overpayment for 32 Norton Avenue is amended to be paid directly to the homeowner, Wilfredo Rodriguez, 32 Norton Avenue, Hightstown, NJ 08520.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18, 2021.

Margaret Riggio
Borough Clerk

Resolution 2021-167

*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 October 18, 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

Contract Negotiations – Shared Services

Contract Negotiations – Housing Authority

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 January 18, 2022, or when the need for confidentiality no longer exists.

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

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 18, 2021.

Margaret Riggio
Borough Clerk