

**AGENDA**  
**Hightstown Borough Council**  
**July 7, 2025 | 6:30 p.m.**  
**Hightstown Engine Company No. 1**  
**140 North Main Street, Hightstown**

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

**Meeting called to order by Mayor Susan Bluth**

**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 advertised in the Trentonian and Windsor-Hights Herald as required by law and is posted on the Hightstown Borough website.

**Roll Call**

**Flag Salute**

**Approval of Agenda**

**Approval of Minutes** June 16, 2025 – Public Session  
June 16, 2025 – Executive Session

**Engineering Items** Water Treatment Plant Replacement of Filters No. 1 and 2  
**2025-135** Authorizing the Mayor and Borough Clerk to Execute a Contract with New Jersey Department of Transportation for American with Disabilities (ADA) Improvements within the Borough  
**2025-136** Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Improvements to Various Sidewalks

**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.

**Budget 2025** **Resolution 2025-141** Introduction of 2025 Municipal Budget

**Ordinances** **Ordinance 2025-09 First Reading and Introduction** Bond Ordinance Providing a Supplemental Appropriation of \$200,000 for Improvements to Maxwell Avenue in and by the Borough of Hightstown, in the County of Mercer, New Jersey, and Authorizing the Issuance of \$200,000 Bonds or Notes of the Borough to Finance the Cost Thereof

**Ordinance 2025-10** First Reading and Introduction An Ordinance Amending Chapter 28 Entitled “Zoning” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey”

**Resolutions**

**2025-137** Authorizing Payment of Bills

**Consent Agenda**

**2025-128** Resolution of the Borough of Hightstown Approving the Rocky Brook Garden Club’s Butterfly Garden in Rocky Brook Park

**2025-138** Appointing and Authorizing an Agreement for Professional Audit Services – Bowman and Company

**2025-139** A Resolution Approving National Night Out

**Discussion**

NJ Film Ready Ordinance Draft

**Subcommittee Reports**

**Mayor/Council/Administrative Updates**

**Executive Session**     **Resolution 2025-140** Authorizing a Meeting that Excludes the Public  
Contract Negotiations – Police Substation

**Adjournment**



**Roberts**  
ENGINEERING GROUP LLC  
*Women Business Enterprise Certified*

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

June 26, 2025

Dimitri Musing  
Borough Administrator  
Borough of Hightstown  
156 Bank Street  
Hightstown, New Jersey 08690

Re: Water Treatment Plant  
Replacement of Filters No. 1 and 2  
Borough of Hightstown, Mercer County, New Jersey  
Our File No.: H1653

Dear Dimitri:

As you know, Filters No. 1 and 2 will soon be operational again with new media and will be put back online at the Water Treatment Plant. As you also know, a recent structural analysis of the two (2) filter tanks recommended replacement of both filters because of the excessive deterioration of both.

Our preliminary calculations indicate that Filters No. 1 and 2 can be replaced with a single four-cell filter that will match the size and capacity of existing Filter No. 3. These two (2) filters together would satisfy the requirements of the NJDEP that the plant be able to operate fully with one (1) treatment unit out of operation. We have confirmed this proposed change with the NJDEP, and they are in support of this proposal.

As you know, the replacement of Filters No. 1 and 2 is a complicated process. We know that the removal of the two (2) filters will require removal of sections of the exterior wall and the interior supporting wall between Filters No. 1 and 2. This will require structural analysis of the building, as well as the roof, because the roof is quite old and was built in sections at different times. In addition, when three (3) filters are replaced with two (2), we will provide a hydraulic analysis of the change to the plant piping to confirm proper operation of the filters once installed.

This change will require permitting with the NJDEP and we anticipate that a specific and detailed operation and maintenance manual is required for the plant training of the Borough Operators.

We estimate the construction cost to remove Filters No. 1 and 2, make structural changes required and install a new filter at \$1,300,000.00. We estimate the design fee for this work to be \$115,000, and the inspection and administration fee to be \$80,000.00. We will also submit an application to the New Jersey Infrastructure Bank with the anticipation that this project will be eligible for 50% loan forgiveness.

Please feel free to contact me with any questions.

Very truly yours,

A handwritten signature in blue ink that reads "Carmela Roberts". The signature is written in a cursive, flowing style.

Carmela Roberts, PE, CME, CPWM  
Borough Engineer

cc: Mayor and Council  
Peggy Riggio, RMC, CMR, Borough Clerk  
Mairead Thompson, Assistant Business Administrator  
Donna Condo, Borough CFO  
Ken Lewis, Borough Superintendent of Public Works  
Jonathan Cohen, Esq., Borough Attorney  
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC  
Justin Streleckis, PE, Roberts Engineering Group, LLC

Borough of Hightstown  
County of Mercer

Resolution 2025-135

**AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE A CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR AMERICAN WITH DISABILITIES (ADA) IMPROVEMENTS WITHIN THE BOROUGH**

**WHEREAS**, the New Jersey Department of Transportation (NJDOT) has proposed a project within the Borough of Hightstown to improve traffic and pedestrian safety; and

**WHEREAS**, the proposed project includes the installation of new traffic and pedestrian signal equipment, enhanced high-visibility pedestrian crosswalks, and upgraded street signage to improve pedestrian safety; and

**WHEREAS**, as part of the project, pedestrian curb ramps located adjacent to Hightstown Memorial Park—specifically at the intersection of Franklin Street (Route 33) and North Main Street (Route 33)—will be reconstructed to comply with current Americans with Disabilities Act (ADA) standards; and

**WHEREAS**, additional improvements include the installation of upgraded intersection lighting to enhance visibility and safety, as well as the relocation of an existing fire hydrant located near the Hightstown Fire Department; and

**WHEREAS**, the Borough of Hightstown supports this project and recognizes its value in promoting public safety and accessibility for all residents and visitors; and

**WHEREAS**, the Borough has received contract documents from NJDOT for the implementation of this project under the following identifiers: **Contract Title:** UECA-22-ADACentralContract2-154180; **UPC Code:** 154180; **Contract ID No.:** 17-12119

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, State of New Jersey, that the Mayor and Borough Clerk are hereby authorized to execute the contract and any other required documents with the New Jersey Department of Transportation for the implementation of the pedestrian and traffic safety improvement project as described above.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on July 7, 2025.

---

Margaret Riggio, Borough Clerk

UECAMUNS (3-15-2023)

Work done by State's Contractor

ADA Central 2 - Route: 36, 35, 27, 1 & 33  
Various Municipalities  
Monmouth, Middlesex, Mercer & Burlington Counties  
Borough of Hightstown  
UECA-22-ADACentralContract2-154180  
UPC Code: 154180  
Contract ID No.: 17-12119

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, between the COMMISSIONER OF TRANSPORTATION, acting for and in the name of the STATE OF NEW JERSEY, hereinafter called the "State", and the Borough of Hightstown, hereinafter called the "Utility".

WHEREAS, State is about to undertake the design and construction of Curb Ramps in compliance with current ADA design requirements. These are the 6 completed construction projects that are associated with this project:

1. Route 36, S. of Miller Ave. to N. of Union Ave. (CR 39), Resurfacing MP 12.13-22.21, Highlands Boro., Middletown Twp., Atlantic Highlands Boro., Keansburg, Hazlet Twp., Union Beach Boro., Monmouth County.
2. Route 35, Cherry Tree Lane to Route 9, Resurfacing Var. Locations MP 39.16 -49.38, Middletown Twp., Holmdel Twp., Hazlet Twp., Keyport Boro., Aberdeen Twp., Monmouth County, Old Bridge Twp., Sayreville Boro., South Amboy City, Middlesex County.
3. Route 27, Parillo Drive to Sandford St., Pavement MP. 12.63-15.38, North Brunswick Twp., & New Brunswick City, Middlesex County.
4. Route 1 NB, South of CR 514 to RT I-287, Resurfacing MP 28.54 - 31.96, North Brunswick Twp., New Brunswick City, Edison Twp. Middlesex County.
5. Route 33 Bridge over Rocky Brook, Emergency Repairs - MP 14.26, Hightstown Boro., Mercer County.
6. Route 35, Cheesequake Creek Bridge - MP 47.26, Old Bridge Twp., Sayreville Boro., Middlesex County.

Located in Various Municipalities, Monmouth, Middlesex, Mercer & Burlington Counties, hereinafter called the "Project"; and

WHEREAS, the Project may require the construction of new, and/or the protection, relocation and/or adjustment of facilities of the existing Water system which is owned and operated by the Utility; and

WHEREAS, Utility's legal right to occupy public right-of-way, subject to the conditions imposed by the State, is in no way mitigated by this Agreement; and

WHEREAS, Utility is not obligated by State law or agreement to relocate its own facilities at its own expense for this type of Project; and

WHEREAS, the provisions of the State's Accommodation of Utilities within Highway Right-of-Way N.J.A.C. 16:25 and Code of Federal Regulations, 23 C.F.R. 645, Subpart B are applicable.

NOW THEREFORE, State and Utility, for the mutual benefits to be obtained, agree as follows:

- (1) The State and Utility shall cooperate in developing plans and cost estimates for their respective work necessitated by the Project.

Work done by State's Contractor

ADA Central 2 - Route: 36, 35, 27, 1 &amp; 33

Various Municipalities

Monmouth, Middlesex, Mercer &amp; Burlington Counties

Borough of Hightstown

UECA-22-ADACentralContract2-154180

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- (2) The Utility shall designate a responsible representative to coordinate its effort with those of the State.
- (3) The State will, at its sole cost and expense, contract for and cause to be constructed, all items indicated in the State's contract plans and specifications for the Project, related to existing and proposed facilities owned and operated by the Utility.
- (4) The State will authorize and reimburse the Utility for its actual costs for design, review, approval and inspection, for the protection, relocation or adjustment of its existing facilities necessary to accomplish the Project.
- (5) The Utility's preliminary engineering design costs for correspondence, meetings and exchanges of engineering information are eligible for reimbursement and the State will accept billing of these costs after this Agreement is fully executed and issued.
- (6) The Utility shall disclose and verify its existing facilities at no cost to State within the Project limits identifying the facility type, size and operating potentials.
- (7) The State will indicate the existing and proposed utility facilities, owned and operated by the Utility, and to be constructed by the State, in State's contract documents for the Project.
- (8) When the State proceeds to develop the Project plans, the State and Utility shall jointly identify potential conflicts between the Utility's facilities and the Project, and shall jointly develop a scheme for the protection, relocation, rearrangement and/or betterment of facilities in accordance with N.J.A.C. 16:25 Utility Accommodation to accomplish the Project.
- (9) Subsequent to the development of the above scheme with the approval of the State and concurrence of the Utility, the State will issue a "Utility Owner Design Authorization (Check List)" describing the utility work and authorizing the State's designer to finalize design plans, estimates, and schedules necessary to construct new, and/or protect, relocate, and/or rearrange facilities in concert with the Project, and incorporate them into the State's Project contract documents.
- (10) The State will develop a "Utility Agreement Modification" which may include a Utility Agreement Plan outlining work "To be performed by State's contractor at State Expense", estimated cost for field engineering, inspection and/or valve turning operations to be performed by Utility's personnel. This will be issued in the person of the Executive Regional Manager Team B (NJDOT).
- (11) The purpose of this Agreement is to cover all the required utility facility construction, protection, relocation, and rearrangement work necessitated by the Project; however, it is agreed that the State, in the person of the Executive Regional Manager Team B (NJDOT), will issue modifications to this Agreement to cover unanticipated work, resulting from Project

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activities and/or field conditions.

- (12) State will supply the Utility with a copy of the contract plans and specifications when the Project is advertised.
- (13) The State will request, by certified mail, the Utility to submit final invoices for costs incurred by the Utility upon; (a) completion of design; (b) completion of the utility work; or (c) cancellation of the Project. All such invoices shall be submitted to the State within sixty (60) days of this request. The State may not accept invoices for payment submitted after the sixty (60) day period.
- (14) All matters pertaining to subcontracted work, billing, estimates, survey control, extra work items and inspection responsibility shall be in accordance with the Memorandum Of Record dated January 10, 2013, entitled: "Procedures Governing Estimation of Costs, Requirements During Construction and Billing the New Jersey Department of Transportation for Public Utility Work", and in accordance with the Federal Regulations 23 CFR 645, Subpart A and with it being understood that where the State's Regulations are in conflict with the Federal Regulations, the Federal Regulations shall govern. Billing shall be based on accounting methods used by the Utility in conformity with the system of accounts adopted and prescribed by the Division of Local Government Services of the State of New Jersey. The matter of "Credit for Expired Service Life" has been considered for all items and where allowances apply, same are hereinafter specified in description of items and the cost summary.
- (15) The Utility will comply with the Buy America Federal Regulation requirements U.S.C. 313 and 23 CFR 635.410, for all steel and iron materials furnished by the Utility and its Subcontractors for permanent incorporation in this Project. Under this requirement, all manufacturing processes for steel and iron products shall occur in the United States including all melting, rolling, extruding, machining, bending, grinding, drilling and coating. The Utility Company shall submit a Buy America Commitment letter at the time of execution of this Agreement affirmatively stating that the Utility is committed to complying with all the requirements of the Buy America Federal Regulations. The State reserves the right to audit such records at the completion of the Project. The lack of these documents will be justification for rejection of the steel and/or iron product thus resulting in nonpayment for all work performed by the Utility.

With the Final Construction Invoice submission, the Utility shall submit a "Buy America Certification of Compliance" certifying that: All steel and iron products provided for permanent incorporation in the Project, were made from steel and iron that was melted and manufactured in the United States including the application of coatings which protect or enhance the value of the material.

Or if any material does not comply with these requirements, the Utility will indicate what material does not comply. The State may require the Utility to remove and replace material that does not comply with the Buy America requirements, at no expense to the Department and may deny the Utility reimbursement for all the relocation costs incurred by the Utility.

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- (16) The Utility shall perform the engineering work, specified herein, with its own forces wherever possible and only have that portion of the work performed by a consultant or contractor that the Utility is not adequately staffed or equipped to perform with its own forces.
- (17) The intention of this Agreement is that facilities which are removed, relocated, or disrupted will be replaced in such a manner that shall result in services being restored to the status and degree of use as existed prior to said changes. The Utility and the State agree to jointly use their best efforts to relocate, adjust and/or abandon the existing facilities and construct any new facilities without detrimentally affecting or interrupting services to the Utility's customers. In the event during construction of the Project it is necessary to detrimentally affect or interrupt services, the Utility shall be notified at least 48 hours in advance, unless the particular circumstances dictate less notice.
- (18) The design of utility facilities intended to be constructed by the State for the Utility shall be approved by the Utility before the State includes such facilities in the State's contract documents before the Project is advertised.
- (19) In no case will the State pay for betterment of facilities nor will the State pay any costs for work performed for the sole benefit or convenience of the Utility, the State's contractor, or the Utility's contractor.
- (20) Utility facilities constructed under the terms of this Agreement shall become the sole property of the Utility and the Utility shall be solely responsible for their operation, repair, and maintenance.
- (21) The State will obtain and bear the cost of all permits, environmental or otherwise, relating to the construction of new, and/or the protection, relocation and/or rearrangement of existing facilities, as necessitated by the Project, whether the necessary utility work is within or outside of the highway right-of-way. However, should the Utility choose to install facilities that constitute betterment, then it is the sole responsibility of the Utility to obtain the permits necessary for said betterment. It is further understood that should the Utility desire to install additional facilities, at a future date within the highway right-of-way, the Utility shall obtain the appropriate Utility Permit from the authority having jurisdiction over the highway. This Agreement is the Utility Permit for the work authorized herein.
- (22) Subject to provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:1-et seq., the State will be responsible for personal injuries and property damage caused by the actions of the State, its employees or agents which arises out of this Agreement. Any claim for such personal injury or property damage must be filed in accordance with N.J.S.A. 59:8-1 et seq.

UECAMUNS (3-15-2023)

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- (23) Subject to the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et. Seq., the Utility will be responsible for personal injuries and property damage caused by the actions of the Utility, its employees or agents which arises out of this Agreement. Any claim for such personal injury or property damage must be filed in accordance with N.J.S.A. 59:8-1 et seq.
- (24) The State has estimated the Utility's engineering costs for the Project and will adjust these costs to reflect the actual costs incurred by the Utility by issuing the appropriate Utility Agreement Modification.
- (25) The Utility's engineering costs incurred for the Project are eligible for reimbursement as of 06/08/2017 and are estimated to be \$30,000.

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IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed the date and year first written above.

ATTEST:

BOROUGH OF HIGHTSTOWN

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

By: \_\_\_\_\_  
Name:  
Title:

ATTEST:

STATE OF NEW JERSEY  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
Anika James, Secretary  
Department of Transportation

By: \_\_\_\_\_  
Tina M. Shutz, Director  
Capital Program Support

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

This aforementioned Agreement has been reviewed and approved as to form.

Recommended:

MATTHEW J. PLATKIN  
ATTORNEY GENERAL OF NEW JERSEY

\_\_\_\_\_  
Pruthvi Patel  
Project Management Specialist 2  
Team B

By: \_\_\_\_\_  
Nonee Lee Wagner  
Deputy Attorney General

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

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

**UECA MUNICIPAL AMENDMENT W/ or W/O STATE CONTRACTOR (NEW 2017)**

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**THIS AMENDMENT AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, between **COMMISSIONER of TRANSPORTATION**, acting for and in the name of the **STATE OF NEW JERSEY**, hereinafter called the "State", and the Borough of Hightstown, hereinafter called the "Utility".

**WHEREAS**, the State has determined that federal financial assistance or grants have been or will be expended in the design and construction of this Project, and;

**WHEREAS**, as of July 1, 2017, 2 C.F.R. 200 and 2 C.F.R. 200, Appendix II are mandated to be part of any procurement based on federal financial assistance; and

**WHEREAS**, 2 C.F.R. 200 requires other federal regulations to be followed and adhered to in construction projects using federal financial assistance; and

**WHEREAS**, before entering into additional phases of the Utility's work, an amendment to the original agreement must be executed;

**WHEREAS**, the Utility is owned by Borough of Hightstown and as such must follow the Borough of Hightstown's procurement laws and policies;

**NOW THEREFORE**, State and Utility, for the mutual benefits to be obtained agree as follows:

**GENERAL CONDITIONS**

- (1) The agreed upon but unexecuted agreement before July 1, 2017 is being executed simultaneous with this Amendment.

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- (2) The previous Agreement is superseded to the extent that it conflicts with the Amendment, all non-conflicting provisions shall remain in full force and effect.

**AMENDMENTS**

- (3) This paragraph amends UECAMUNS paragraph 10.

After receipt of the Utility's plans, estimates, and schedules, the State will develop a "Utility Agreement Modification". The Utility Agreement Modification, may include a Utility Agreement Plan, but it will set forth in detail the proposed Scope of Work to be performed by the Utility, the anticipated schedules, estimates (including overhead rates for the Utility and any subconsultants or subcontractors to be hired by the Utility to perform the work), project duration and benchmarks, and funding ceilings to accomplish the utility work in the Project by the Utility and/or its contractor to be reimbursed by the State. Separate Utility Agreement Modifications can be performed for the design work and the construction work if a Utility is contracting with firms outside of the Utility to consult with the State in the Preliminary Design

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process. If the construction is to be performed by the State's Contractor, the Utility Modification will indicate within the Scope of Work any duties of inspection or verification being retained by the Utility.

- (4) This paragraph amends UECAMUNS paragraph 14.

State will request, by certified mail, the Utility to submit final invoices for costs incurred by the Utility upon: (a) completion of design; (b) completion of the utility work; or (c) cancellation of the Project. Final construction invoice shall be submitted along with the Certificate of Compliance (DC17U). (Exhibit 1). All such invoices shall be submitted to the State monthly and the State shall not accept invoices for payment submitted after a sixty (60) day period. In no event will the State reimburse the Utility for costs not included in invoices submitted to the State after the sixty (60) days period following notice. In compliance with 2 C.F.R. 200.309, the Utility shall not charge to this Agreement costs incurred after the period of performance of the project.

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- (5) This paragraph amends UECAMUNS paragraph 15. All matters pertaining to subcontracted work, billing, estimates, survey control, extra work items, and inspection responsibility shall be in accordance with the Memorandum of Record dated January 10, 2013, entitled "Procedures Governing Estimation of Costs, Requirements During Construction and Billing the New Jersey Department of Transportation for Public Utility Work", and in accordance with the federal regulations at 23 C.F.R. Subpart A and 2 C.F.R. 200 Subpart E and with it being understood that where the State's Regulations are in conflict with the Federal Regulations, the Federal Regulations shall govern. Disallowed costs are those charges determined to not be allowed in accordance with the applicable Federal cost principles or other conditions contained in this agreement. The matter of "Credit for Expired Service Life" has been considered for all items and where allowances apply, same are hereinafter specified in description of items and the cost summary.

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- (6) This paragraph also amends UECAMUNS paragraph 14.

The State, FHWA, or their agents, shall be entitled to perform an audit at the following times: during the performance of the work or during a period of up to three years after project close out. All State audit procedures shall be in conformance with State Grant Compliance Supplement; and Treasury Circular 07-07-OMB; and New Jersey Treasury Circular OMB-15-08-OMB "Single Audit Policy for Subrecipients of Federal Grants, State Grants, and State Aid."

- (7) This paragraph also amends UECAMUNS paragraph 14.

The Utility acknowledges that changes in payment due to the Utility resulting from audits performed by the State shall be made as follows:

A. In the event of overpayment by the State, the Utility shall refund the amount of such overpayment within thirty days of the request by the State. In the event the Utility fails to comply with said request, the State is hereby authorized to deduct such overpayment from other monies due the Utility under the terms of this

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Agreement or any other agreement between the State and the Utility. Furthermore, the Utility expressly understands and agrees that the provisions of this section shall in no way be construed to relieve the Utility from any liability, or preclude the State from taking any other actions as are available to it under any other provisions of this Agreement or otherwise at law. The terms of this section shall survive the expiration or termination of the Agreement.

B. In the event of underpayment by the State, the State shall pay sufficient funds to the Utility to correct the underpayment as soon as is practicable.

C. The Utility shall include in the Final Invoice the following release clause:

"In consideration of the requested payment of this Final Invoice, the Borough of Hightstown hereby releases the State of New Jersey and the New Jersey Department of

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Transportation, their agents, officers and employees, from all claims and liabilities arising from work done or services performed by the Utility's engineer and/or other contractor."

- (8) This paragraph amends UECAMUNS paragraph 14. Payment to the Utility for a Final Invoice does not waive either the right of the State to establish adjustments and to collect overpayments that are disclosed by audits performed subsequent to payment of the Final Invoice, or the right of the Utility to underpayments based upon adjustments disclosed by said audits.
- (9) This paragraph amends UECAMUNS paragraph 14. Closeout Reports. The Utility shall submit a Project Closeout report no later than 90 days after the period of performance end date. The report will be in a form satisfactory to the State and shall, at a minimum, comply with the requirements of 2 C.F.R. 200.343 and allow the State to comply as well.
- (10) NEW PARAGRAPH. The State may, in its sole discretion terminate this agreement for cause or for convenience pursuant to the Standard Specification or if the State,

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USDOT or FHWA determined that termination of this Agreement is in the public interest.

- (11) NEW PARAGRAPH. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment, 2 C.F.R. 200.216; 2 C.F.R. 200 Appendix II; and current NJDOT Specifications 106.01 and 106.03 requires Utility and any of its procured consultants and contractors (all tiers) to comply with all prohibitions of telecommunications products or video surveillance services therein.

**PROCUREMENT REQUIREMENTS FOR UTILITY AND ITS SUBCONTRACTS**

- (12) As the Utility is wholly owned and operated by a political subdivision of the State, all procurements shall abide by the expressed Federal, State, and local requirements dealing with conflicts of interest in procurement. Utility, if using its personnel to perform in whole or in part this Agreement, shall follow all Federal, State, and local laws relating to discrimination against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

**UECA MUNICIPAL AMENDMENT W/ or W/O STATE CONTRACTOR (NEW 2017)**

ADA Central 2 - Route: 36, 35, 27, 1 & 33  
Various Municipalities,  
Monmouth, Middlesex, Mercer & Burlington Counties  
Borough of Hightstown  
UECA No.22-ADACentralContract2-154180  
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- (13) If the Utility will be publicly bidding for contractors to perform the work contained in this Agreement and its Amendments and any Utility Agreement Modification, Utility shall exchange for review and approval all bid documents prior to advertisement for review and conformance with the Procurement requirements expressed herein. Bidding procedures shall conform to the current Standard Specification for Bridge and Road Construction and any Baseline Document Changes ("BDC") and Special Provisions as designated by the State, incorporated herein by reference. The State or FHWA shall have the authority to accept or reject the proposed documents for bidding on the basis of this Agreement and Amendment and the procedures of the Standard Specifications, Baseline Document Changes, and Special Provisions.
- (14) In order to be a recipient of federal financial assistance, the State must comply with all of the federal requirements, as applicable, to the type of work performed by the State, and in turn the Utility performing work on behalf of the State. This list is attached at Exhibit 2.

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- (15) If the Utility is assisting in the preparation of plans and specifications during the engineering phases of the Project, the Utility is subject to these provisions in obtaining a subconsultant to perform the work.
- (16) If the Utility will only provide inspections, and will not subcontract for that work, the Utility is responsible for the compliance with all applicable federal, state and local laws.
- (17) If the Utility is obtaining engineering or design services as a consultant, Utility will abide by the Brooks Act (40 U.S.C. §§ 1101-1104) as implemented in 23 U.S.C. 112(b)(2) or equivalent qualifications based requirements as approved by State or FHWA, such as the New Jersey Municipal Local Contracts Law (N.J.S.A. 40A:11).
- (18) Because the Utility is not performing the construction work under this Agreement, the State is obligated to comply with all applicable federal procurement procedures in obtaining its contract to perform the work contained in this Agreement.
- (19) If the Utility is performing engineering or construction

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work with the aid of subcontractors or subconsultants under this Agreement with estimates and reimbursements under the appropriate Utility Agreement Modification, Utility shall comply with the New Jersey Municipal Local Contracts Law (N.J.S.A. 40A:11) including, if applicable, in any solicitation for bids, Requests for Proposals of work, or materials as negotiated:

"The Recipient (State), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

- (20) Utility will comply with the parameters of 49 C.F.R. Part 26, Disadvantaged Business Enterprises Program, in its procurement of subcontractors and subconsultants to make all applicable good faith efforts. Requirements are set

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forth at Exhibit 3.

- (21) If after the scope of work is determined and a Disadvantaged Business Enterprises goal ("DBE goal") is established by the State's DBE unit, the individual DBE goal shall be listed in the Utility Agreement Modification relating to the engineering or construction work for which the goal is being established. If it is determined that the DBE goal is 0%, the DBE goal shall still be listed in the Utility Agreement Modification.
- (22) State, as a requirement of receiving federal financial assistance, is obligated to require Utility to abide by and include in any contracts by the Utility with its subcontractors and subconsultants the attached Exhibit 4 and Exhibit 5.
- (23) Insurance requirements shall be set forth in the Utility Modification Agreement based on the type of Project, estimated costs, whether work is to be constructed by the Utility, and whether or not the Utility is self-insured.
- (24) After July 1, 2017, State became responsible to include every engineering and construction contract and its grants

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the requirements of 2 C.F.R. 200 and 2 C.F.R. 200, Appendix

II. Utility shall be responsible for the compliance with these federal regulatory provisions and comply by following (except to the extent that the Utility has already obtained its engineer in conformance with the New Jersey Local Public Contracts Law, to that extent, the Utility is exempted from the provisions below):

- A. Federal Mandatory Equal Opportunity Language on Federal Aid Project, Authority Subject to 41 C.F.R. Part 200 and 2 C.F.R. Part 200 Appendix II. (Exhibit 6).
- B. Federal Form 1273, Prevailing Wage (Exhibit 7) and Supplementary State Provisions at Exhibit 8.
- C. If any federal funds subject to 37 C.F.R. §401.2 are used to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement" the Utility must comply with the requirements of 37 C.F.R. part 401 "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements," and any implementing regulations issued by the federal agency or State.
- D. In addition to the Debarment and Suspension requirements of the System for Award Management and the New Jersey List of Debarred Contractors as explained in Form 1273, Utility shall follow Exhibit 8.
- E. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) and requirements of submission of documents to State at Exhibit 9.
- F. If materials used in performance of this contract are listed on the Procurement of Recovered Materials at 2 C.F.R. 200.322, Utility shall comply with all

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requirements therein.

(25) Utility shall also comply with the requirements of the State's receipt of federal financial assistances concerning:

A. State of New Jersey Treasury Circular 07-05-OMB, Grant Agreements and Agency Contracts incorporated by reference herein. Any federal statutes or regulations that conflict with this circular shall control.

B. Department of Transportation Code of Vendor Ethics

(26) The Utility shall recognize and agree that both the initial provision of funding and the continuation of such funding under the Agreement is expressly dependent upon the availability to the Department of funds appropriated by the State Legislature from State and/or Federal revenue or such other funding sources as may be applicable. A failure of the Department to make any payment under this Agreement or to observe and perform any condition on its part to be performed under the Agreement as a result of the failure of the Legislature to appropriate funds shall not in any manner constitute a breach of the Agreement by the Department or in event of default under the Agreement and the Department shall not be held liable for any breach of

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the Agreement because of the absence of available funding appropriations. In addition, future funding shall not be anticipated from the Department beyond the duration of the award period set forth in the Agreement/ Utility Modification Agreement in no event be construed as a commitment by the Department to expend funds beyond the termination date/Project completion date set in the Agreement/Utility Modification Agreement.

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IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed the day and year first written above.

**CERTIFICATION**

I hereby certify that I am an authorized representative of the Utility and have all necessary authority to execute this Agreement and to bind the Utility to all obligations arising from this Agreement. I fully understand that the Department of Transportation will rely upon this certification in accepting my execution of this Agreement for the Utility.

ATTEST:

BOROUGH OF HIGHTSTOWN

BY: \_\_\_\_\_  
Name:  
Title:

BY: \_\_\_\_\_  
Name:  
Title:

ATTEST:

STATE OF NEW JERSEY  
DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_  
Anika James  
Department of Transportation  
DATE:

BY: \_\_\_\_\_  
Tina M. Shutz, Director  
Capital Program Support

Recommended:

This aforementioned Agreement has  
been reviewed and APPROVED AS TO FORM:

\_\_\_\_\_  
Pruthvi Patel  
Project Management Specialist 2  
Team B

\_\_\_\_\_  
MATTHEW J. PLATKIN  
ATTORNEY GENERAL OF NEW JERSEY

DATE: \_\_\_\_\_

By: \_\_\_\_\_

Nonee Lee Wagner  
Deputy Attorney General

DATE: \_\_\_\_\_

Borough of Hightstown  
County of Mercer

Resolution 2025-136

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE IMPROVEMENTS TO VARIOUS SIDEWALKS.**

**NOW, THEREFORE, BE IT RESOLVED** that Council of the Borough of Hightstown formally approves the grant application for the above stated projects.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2026-Improvements to Various Sidewalks-00446 to the New Jersey Department of Transportation on behalf of the Borough of Hightstown.

**BE IT FURTHER RESOLVED** that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Hightstown and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on July 7, 2025.

---

Margaret Riggio, Borough Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

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Margaret Riggio, Borough Clerk

---

Susan Bluth, Mayor

Borough of Hightstown  
County of Mercer

Resolution 2025-141

**INTRODUCTION OF THE 2025 MUNICIPAL BUDGET**

The final budget figures are currently under review by the Borough's municipal auditor. The finalized numbers will be available at the Borough Council meeting scheduled for Monday, July 7th. The 2025 Municipal Budget for the Borough of Hightstown is expected to be introduced at that meeting.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on \_\_\_\_\_.

---

Margaret Riggio, Borough Clerk

Borough of Hightstown  
County of Mercer

Ordinance 2025-09

**BOND ORDINANCE PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$200,000 FOR IMPROVEMENTS TO MAXWELL AVENUE IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND AUTHORIZING THE ISSUANCE OF \$200,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF.**

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

Section 1. The improvement described in Section 3(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the supplemental amount of \$200,000, such sum being in addition to the \$855,000 appropriated therefor by Bond Ordinance #2023-02 of the Borough, finally adopted February 21, 2023 (the "Original Bond Ordinance"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the cost of the improvement or purpose as such improvement or purpose is being partially funded by a \$621,270 State of New Jersey Department of Transportation Grant.

Section 2. In order to finance the additional cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$200,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is improvements to Maxwell Avenue, including the replacement of curbs, sidewalks and curb ramps as necessary, new sidewalks where none currently exist, upgrades to storm drains, milling and paving with base repairs as necessary, signage, striping and the construction of a roundabout at the intersection with East Ward Street, and further including all work and materials necessary therefor and incidental thereto, as described in the Original Bond Ordinance.

Borough of Hightstown  
County of Mercer

Ordinance 2025-09

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$433,730, including the \$233,730 authorized by the Original Bond Ordinance and the \$200,000 bonds or bond anticipation notes authorized herein.

(c) The estimated cost of the improvement or purpose is \$1,055,000, including the \$855,000 appropriated by the Original Bond Ordinance and the \$200,000 appropriated herein.

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

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

Borough of Hightstown  
County of Mercer

Ordinance 2025-09

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

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

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

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$200,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$130,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$105,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$25,000 is estimated therefor herein.

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

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

Borough of Hightstown  
County of Mercer

Ordinance 2025-09

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

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

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

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

Introduction:

Adoption:

ATTEST:

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MARGARET RIGGIO  
MUNICIPAL CLERK

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SUSAN BLUTH  
MAYOR

**AN ORDINANCE AMENDING CHAPTER 28 ENTITLED ZONING OF THE  
“REVISED GENERAL ORDINANCES OF THE BOROUGH OF  
HIGHTSTOWN, NEW JERSEY”**

**WHEREAS**, the Mayor and Council of the Borough of Hightstown wish to make certain revisions relating to Chapter 28 entitled “Zoning” of the “Revised General Ordinances of the Borough of Hightstown” to clarify permitted uses, within the R-MF Multifamily Residential District and to amend zoning permit procedures, review timelines, and administrative processes;

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

Section 1. Chapter 28 entitled “Zoning”, of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” is hereby amended and supplemented in the following limited respects (deletions are shown with ~~strikeout~~, additions are shown with underline):

**Section 1. §28-3-9, R-MF, Multi-Family District**, shall be amended in its entirety as follows:

**§ 28-3-9. R-MF Multifamily Residential District.**

A. Purpose and Intent. The purpose and intent of the R-MF Multi-Family Residential District is to provide market rate and subsidized affordable housing in the Borough of Hightstown to aid in meeting its constitutional obligation to provide for very low, low and moderate income housing in accordance with the Fair Housing Act (N.J.S.A. 52:27D-301 et seq.). The R-MF district is further divided into sub-districts that apply to specific sites with inclusionary affordable housing in accordance with the objectives of the Housing Plan Element of the Master Plan and implementing resolutions, ordinances, and agreements constituting the Fair Share Plan. The R-MF district provides a compensatory benefit over the preceding zoning district’s use and/or intensity standards sufficient to address the affordable housing components of inclusionary development.

B. Permitted Uses. In the R-MF Multifamily District, the following uses, and no others, shall be permitted:

(1) Principal Uses:

- (a) Townhouse dwellings.
- (b) Multifamily dwellings.
- (c) Municipal purpose.

(2) Accessory Uses:

- (a) Community center for the use of residents and their guests.

- (b) Common recreational facilities for the use and enjoyment of residents and their guests.
  - (c) Maintenance building.
  - (d) Management office if located within a community center or building with multifamily dwellings.
  - (e) Home occupation in accordance with the requirements of §28-10-6 and in addition to the prohibited uses listed in subparagraph -c therein, no funeral home, private school or professional office shall be permitted as a home occupation on the premises.
  - (f) Off-street surface parking; car sheds and detached garages for private residential use, only.
  - (g) Fences, walls and street furniture.
  - (h) Signs in accordance with §29.
  - (i) Large satellite dish antenna when approved as part of an application for development for providing common service to the residents of a development in accordance with the standards of §28-10-18.
  - (j) Small satellite dish antennae in accordance with the standards of §28-10-18.
  - (k) Accessory uses on the same lot and customarily incidental to the principal use.
- (3) Conditional Uses. The following uses shall be permitted when the criteria have been met for the site listed.
- (a) Multifamily use with a sub-district designation of 18 (R-MF18) shall be permitted when the following criteria have been met:
    - [1] New multifamily dwellings shall be added to the site by additions to the existing building or by the demolition and construction of new buildings in lieu of the construction of additions.
    - [2] The design of the additions shall have at a minimum a base made of comparable materials to the exterior of the existing buildings but may differ in the field materials above the base, and shall have a similar roof pitch, and roof design as the existing buildings. Fenestration shall mimic the spacing and opening size, to the degree permissible by the Uniform Construction Code, of the existing window and doors architecture.
    - [3] At least twenty percent (20%) of all housing units shall be affordable to low, including very low, and moderate income households as those terms are defined in the Borough's affordable housing regulations, the Uniform Housing Affordability Controls rules (N.J.A.C. 5:80-26.1 et seq.) and the New Jersey Fair Housing Act (N.J.S.A. 52:27D301 et

seq.). Such units may be established in existing multifamily units as such dwellings become vacant in a schedule as approved by the Borough's Administrative Agent for affordable housing.

(b) Uses permitted in §28-3-15, the DTG Downtown Gateway district, listed as - A(1)(c), A(1)d, A(1)f, A(1)g and A(1)k -A(1)(b), -A(1)(c), -A(1)(d), -A(1)(e), -A(1)(f), - A(1)(g), -A(1)(h), -A(1)(i), -A(1)(k) meeting the following criteria:

[1] Any such use shall front on State Highway 33 Franklin Street or County Road 633.

[2] Any such use shall be located on the first floor only of a building.

(c) Uses permitted in §28-3-14, the Highway Commercial district, listed as A(1), A(2) and A(3)

[1] Any such use shall front on Mercer Street.

(d) Cannabis retail uses permitted subject to the following criteria:

[1] Any such use shall front on State Highway 33 Franklin Street or County Road 633.

[2] Any such use shall be located on the first floor only of a building.

[3] Such use shall operate fully within an enclosed building.

[4] Excepting emergency egress doors, each entrance and exit, including loading docks doors, shall be designed to prevent interior air from escaping out of doors unless properly treated as required under § 4-13-6G through air locks, negative pressurization or other means of preventing untreated air from exiting the building.

[5] All criteria set forth in the licensing regulations at § 4-13-6 shall apply.

**§ 28-18-1. ~~Construction Official~~Zoning Officer.** [1991 Code § 233-41; Ord. No. 19-1994; Ord. No. 2000-29]

- A. The Zoning Officer shall administer and enforce the provisions of this chapter. If the Zoning Officer shall find that any of the provisions of this chapter are being violated, he shall notify, in writing, the person responsible for such violations, indicating the nature of the violation, and order the action necessary to correct it; or he shall take any other action authorized by this chapter to ensure compliance with or to prevent violation of its provisions.
- B. The Zoning Officer shall administer the zoning permits and make zoning decisions related with the Planning Board, as set forth in this Article.

**§ 28-18-2. Zoning Permit Required; Fee. [1991 Code § 233-42; amended by Ord. No. 2000-29; Ord. No. 2004-31]**

- A. No building or structure in any district shall be erected, enlarged or altered, nor may land be used or improved, unless and until a zoning permit has been duly issued by the Zoning Officer. No zoning permit shall be issued by the Zoning Officer except in conformity with the provisions of this chapter, unless he receives a written order from the Board of Adjustment or Planning Board.
- B. The fee for ~~issuance of~~ a zoning permit application shall be \$50. [Amended 2-22-2022 by Ord. No. 2022-02]

**§ 28-18-3. Zoning Permit Application. [1991 Code § 233-43]**

All applications for zoning permits and supporting documentation thereto shall be made in duplicate and accompanied by plans in duplicate, drawn to scale, showing the following:

- A. An accurate survey, at the scale of the Borough's Tax Maps, showing shape, dimensions, radii, angles and area of the lot on which the building is proposed to be erected or of the lot on which it is situated if an existing building. Such survey shall be prepared and sealed by a land surveyor licensed by the State of New Jersey.
- B. The block and lot numbers as they appear on the Official Borough Tax Map.
- C. The exact size and location on the lot of the proposed building or buildings or alteration of an existing building, and of other existing buildings on the same lot.
- D. The dimensions of all yards in relation to the subject building and the distances between such building and any other existing buildings on the same lot.
- E. The existing and intended use of all buildings, existing or proposed, or of land and the number of dwelling units a residential building is designed to accommodate.
- F. Such topographic or other information with regard to the building, the lot or neighboring lots as may be necessary to determine that the proposed improvements or construction will conform to the provisions of this chapter.
- G. The location, widths and grades of driveways serving any parking areas or loading areas or docks, together with a description of the proposed means of surfacing and draining such areas.

Borough of Hightstown  
County of Mercer

Ordinance 2025-10

§ 28-18-4

§ 28-18-4

**§ 28-18-4. Determination of Zoning Officer; Issuance of Permit. [1991 Code § 233-44; Ordinance 2000-29]**

- A. Upon receipt of an application for a zoning permit, the Zoning Officer shall, within ~~five~~ten ~~business~~ days, determine:
- (1) Whether such application is in conformity with this chapter and all others enforced by him.
  - (2) Whether the proposal is subject to site plan review or any other review.
- B. If it is in compliance with all provisions of this chapter and all other ordinances enforced by the Zoning Officer and no further reviews are required, the Zoning Officer shall issue a zoning permit within the ~~five~~ten ~~business~~ day period.

**§ 28-18-5. Notification of Decision; Appeals. [1991 Code § 233-45; Ord. No. 2000-29]**

- A. If a zoning permit is denied or the application is found to require site plan review, the Zoning Officer shall promptly cause to be sent to the applicant, to the address set forth in the application for the permit, a notice of this action, which shall specify, in writing, the ground or grounds upon which the same is based.
- B. In the case of a denial, the applicant may, within ~~five~~twenty days thereafter, notify the Zoning Officer, in writing, that he appeals from such determination of the Zoning Officer to the Planning Board, and it shall thereupon be the duty of the Zoning Officer to deliver the plans, specifications, application for permit, certificate of use or intended use of such buildings or proposed building and a copy of his notification to his agent that such building or use is a nonconforming building or use, or both, together with any other papers or information in his possession, to the Planning Board, and the Planning Board shall, within 30 days thereafter and upon five days' notice, in writing, to the owner or his agent, review the determination of the Zoning Officer. The Board shall either affirm the determination of the Zoning Officer, reverse the same or issue a variance from the provisions of this chapter not complied with.
- C. In the case where site plan review by the Planning Board is required, the Zoning Officer shall so notify the applicant, who shall then, if he wishes to proceed with the application, comply with the application requirements for site plan review hereinafter provided for.

**§ 28-18-7. Revocation of Permit; Bond; Files and Records to Be Kept. [1991 Code § 233-47; Ord. No. 2000-29]**

- A. If at any time it shall appear to the Zoning Officer that the application or any accompanying plan is in any respect false or misleading or that work is being done upon the premises differing materially from that called for in the application filed with him under existing laws or ordinances, he may forthwith revoke the zoning permit in accordance with due process of law, whereupon it shall be the duty of the person holding the same to surrender it and all copies thereof to the Zoning Officer. After the permit has been revoked, the Zoning Officer may, in his discretion, before issuing a new permit,

Borough of Hightstown  
County of Mercer

Ordinance 2025-10

require the applicant to file an indemnity bond in favor of the Borough with sufficient surety conditioned for compliance with this chapter and all laws and ordinances then in force and in a sum sufficient to cover the cost of removing the structure if it does not comply.

- B. The Zoning Officer shall maintain files of all applications for zoning permits and plans submitted therewith and for certificates of occupancy issued by him, which files and records shall be open to public inspection during regular business hours at the Municipal Building, ~~148 North Main Street~~156 Bank Street, Hightstown, New Jersey 08520.

**Section 2. Continuation.** In all other respects, the Zoning Ordinance of the Borough of Hightstown shall remain unchanged.

**Section 3. 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 this Ordinance as a whole, or any other part thereof. Any invalidation shall be confined in its operation to the section, paragraph, sentence, clause, phrase, term, or provision or part thereof directly involved in the controversy in which such judgment shall have been rendered.

**Section 4. Interpretation.** If the terms of this Ordinance shall be in conflict with those of another Ordinance of the Code of the Borough of Hightstown, then the restriction which imposes the greater limitation shall be enforced.

**Section 5. 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 6. 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:

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MARGARET RIGGIO  
MUNICIPAL CLERK

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SUSAN BLUTH  
MAYOR



## Client Memorandum

**Date:** July 2, 2025  
**To:** Borough of Hightstown Council  
**From:** Michael W. Herbert, Esq.  
**Subject:** Zoning Ordinance Amendments

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On May 19 and June 16, 2025, Land Use ordinances were passed by the Borough of Hightstown (“Hightstown” or the “Borough”) revising the regulations for the Residential Multi-family (“R-MF”) (2025-05) zone and Cannabis Licensing (2025-07) which inadvertently banned Cannabis Retail in the R-MF zone. This administrative oversight will be corrected by amendments to the Borough zoning ordinance to be introduced at the Hightstown Council meeting on July 7, 2025 (the “Amendments”).

Ordinance 2025-05 provided certain land use changes to the Hightstown zoning ordinance and amended the R-MF zone. The amended Cannabis Retail Ordinance 2025-07 made changes to Hightstown Cannabis licensing in the Borough. It was intended that the 2025-05 ordinance include those uses set forth in the 2025-07 ordinance for Cannabis Retail. However, Cannabis Retail was not included in the amended list of conditional uses in Ordinance 2025-05. The Borough therefore intends to amend the Zoning Ordinance to include such uses.

The Amendments will permit cannabis retail activities as a conditional use throughout Zone R-MF in Hightstown. The Amendments are in response to public support for the establishment of cannabis dispensaries in Hightstown, and the Borough’s utilization of the significant tax revenue generated by such establishments.

The Amendments apply to Zoning Ordinance Section 28-3-9(b)(3), covering the R-MF Multifamily Residential District, as follows:

(3) Conditional Uses. The following uses shall be permitted when the criteria have been met for the site listed.

[...]

(d) Uses permitted in §28-3-15, the DTG Downtown Gateway district, listed as (A)(3)(a), cannabis retail, subject to the following criteria:

[1] Any such use shall front on State Highway 33 Franklin Street or County Road 633.

[2] Any such use shall be located on the first floor only of a building.

[3] Such use shall operate fully within an enclosed building.

[4] Excepting emergency egress doors, each entrance and exit, including loading docks doors, shall be designed to prevent interior air from escaping out of doors unless properly treated as required under § 4-13-6G through air locks, negative pressurization or other means of preventing untreated air from exiting the building.

[5] All criteria set forth in the licensing regulations at § 4-13-6 shall apply.

As demonstrated above, the Amendments not only permit cannabis retail establishments in Zone R-MF, but also impose additional requirements to ensure the safety of Hightstown residents and the enjoyment of surrounding properties. Additionally, all cannabis dispensaries are subject to significant requirements outside of zoning, as set forth in Hightstown Borough Code, Article 4-13, Cannabis Licensing, and Chapter 31, Taxation of Cannabis Sales.

Accordingly, Hightstown is confident that the proposed Amendments will address the Borough's desire to utilize the benefits of the fast-growing cannabis industry throughout New Jersey, create significant additional tax revenue, and while prioritizing the safety of its citizens.

Borough of Hightstown  
County of Mercer

Resolution 2025-137

**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 \$507,898.22 from the following accounts:

Current	\$105,452.52
W/S Operating	39,180.73
General Capital	4,970.00
Water/Sewer Capital	349,775.64
Grant	1,095.63
Trust	0.00
Unemployment Trust	0.00
Animal Control	0.00
Law Enforcement Trust	0.00
Tax Lien Trust	0.00
Housing Trust	0.00
Public Defender Trust	0.00
Escrow	<u>7,423.70</u>
Total	<u>\$507,898.22</u>

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on July 7, 2025.

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Margaret Riggio, Borough Clerk

Ranges	Item Status	Purchase Types	Misc
<i>Range: First to Last</i>	<i>Open: N</i>	<i>Bid: Y</i>	<i>P.O. Type: All</i>
<i>Rcvd Batch Id Range: First to Last</i>	<i>Void: N</i>	<i>State: Y</i>	<i>Include Project Line Items: Yes</i>
	<i>Paid: N</i>	<i>Other: Y</i>	<i>Format: Detail without Line Item Notes</i>
	<i>Held: Y</i>	<i>Exempt: Y</i>	<i>Include Non-Budgeted: Y</i>
	<i>Aprv: N</i>		<i>Vendors: All</i>
	<i>Rcvd: Y</i>		

Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
APENN005	A. PENNACCHI AND SONS									
25-00704	05/27/25	LIMESTONE MONUMENT REPAIR								
1 LIMESTONE MONUMENT RESTORA	\$11,800.00	5-01-26-310-001-024	B	Building Maintenance	R	05/27/25	06/30/25		06242025	N
<b>Vendor Total:</b>	<b>\$11,800.00</b>									
ACTIO010	ACTION UNIFORM CO, LLC									
25-00751	06/04/25	UNIFORM ALLOWANCE - JIMENEZ								
1 UNIFORM ALLOWANCE - JIMENEZ	\$850.00	5-01-25-240-001-043	B	Uniform Allowance/Leather Gds.	R	06/04/25	06/30/25		78767	N
<b>Vendor Total:</b>	<b>\$850.00</b>									
APRUZ005	APRUZZESE, MCDERMOTT, MASTRO &									
25-00827	06/24/25	LABOR INV# 235663 MAY 2025								
1 LABOR INV# 235663 MAY 2025	\$1,721.42	5-01-20-155-001-031	B	Labor,Personnel & Union Council	R	06/24/25	06/30/25		235663	N
<b>Vendor Total:</b>	<b>\$1,721.42</b>									
B0055	B & H CONTRACTING, INC									
25-00797	06/16/25	WTP EMERGENCY FILTER REPLACE			B					
2 WTP EMERGENCY FILTER REPLACE	\$334,663.14	C-08-55-981-025-541	B	ORD 2025-04 REP OF FILTERS - WTIR		06/16/25	06/30/25		PMT1	N
<b>Vendor Total:</b>	<b>\$334,663.14</b>									
BUCKM005	BUCK MINING & MATERIAL INC									
25-00823	06/23/25	MAY/JUNE 2025 YARD DISPOSAL								
1 MAY/JUNE 2025 YARD DISPOSAL	\$396.00	5-01-26-311-001-168	B	Yardwaste	R	06/23/25	06/30/25		1359	N
2 JUNE 2025 YARD DISPOSAL	\$272.25	5-01-26-311-001-168	B	Yardwaste	R	06/23/25	06/30/25		1368	N
	<b>\$668.25</b>									
<b>Vendor Total:</b>	<b>\$668.25</b>									
CHEST005	CHESTERFIELD ELECTRIC LLC									
25-00855	06/26/25	SERVICE OF UNIT IN TRAILER								
1 INV I-8367-1 - SERVICE CALL	\$843.11	5-01-26-310-001-024	B	Building Maintenance	R	06/26/25	06/30/25		I-8367-1	N
2 INV I-8367-1 - TAX EXEMPT	15.11-	5-01-26-310-001-024	B	Building Maintenance	R	06/26/25	06/30/25		I-8367-1	N



Bill List By Vendor Name  
**Hightstown Borough Council**  
**July 7, 2025 Meeting**

10:14 AM  
**44**

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
DRAEG005	DRAEGER, INC.										
25-00488	04/16/25			DRY GAS FOR ALCOTEST UNIT							
1 DRY GAS CANISTER FOR ALCOTES		\$600.00	G-02-41-729-006-313	B	Drunk Driving Grant 2010	R	04/16/25	07/01/25		5951928224	N
<b>Vendor Total:</b>		<b>\$600.00</b>									
E0022	EAGLE POINT GUN SHOP										
25-00806	06/17/25			HPD AMMO SUPPLIES							
1 HPD AMMO SUPPLIES		\$2,070.00	5-01-25-240-001-117	B	Ammunition & Target Practice	R	06/17/25	07/02/25		216883	N
2 HPD AMMO SUPPLIES		\$787.96	5-01-25-240-001-117	B	Ammunition & Target Practice	R	06/17/25	07/01/25		216883	N
3 HPD AMMO SUPPLIES		\$1,092.72	5-01-25-240-001-117	B	Ammunition & Target Practice	R	06/17/25	07/01/25		216883	N
4 HPD AMMO SUPPLIES		143.52-	5-01-25-240-001-117	B	Ammunition & Target Practice	R	06/17/25	07/01/25		216883	N
		<b>\$3,807.16</b>									
<b>Vendor Total:</b>		<b>\$3,807.16</b>									
E0576	EAST WINDSOR REGIONAL SCHOOL										
25-00790	06/11/25			MAR 2025 FUEL USE							
1 MAR 2025 FUEL USE-AWWTP		\$16.79	5-09-55-501-002-512	B	Motor Fuel	R	06/11/25	06/30/25		MAR2025	N
2 MAR 2025 FUEL USE-CONSTRUCTIC		\$31.02	5-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEPR	R	06/11/25	06/30/25		MAR2025	N
3 MAR 2025 FUEL USE-FIRE		\$402.62	5-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	06/11/25	06/30/25		MAR2025	N
4 MAR 2025 FUEL USE-FIRST AID		\$141.48	5-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	06/11/25	06/30/25		MAR2025	N
5 MAR 2025 FUEL USE-GARBAGE		\$1,175.12	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/11/25	06/30/25		MAR2025	N
6 MAR 2025 FUEL USE-POLICE		\$1,346.05	5-01-31-460-001-145	B	Motor Fuel - Police	R	06/11/25	06/30/25		MAR2025	N
7 MAR 2025 FUEL USE-STREETS		\$989.96	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/11/25	06/30/25		MAR2025	N
8 MAR 2025 FUEL USE-WATER		\$89.40	5-09-55-501-001-512	B	Motor Fuel	R	06/11/25	06/30/25		MAR2025	N
9 MAR 2025 FUEL FACILITY FEE		\$120.00	5-01-31-460-001-144	B	Upgrades to Fueling Facility	R	06/11/25	06/30/25		MAR2025	N
		<b>\$4,312.44</b>									
25-00847	06/26/25			APR 2025 FUEL USE							
1 APR 2025 FUEL USE-AWWTP		\$58.12	5-09-55-501-002-512	B	Motor Fuel	R	06/26/25	06/30/25		APR 2025	N
2 APR 2025 FUEL USE-CONSTRUCTIC		\$14.61	5-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEPR	R	06/26/25	06/30/25		APR 2025	N
3 APR 2025 FUEL USE-FIRE		\$225.61	5-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	06/26/25	06/30/25		APR 2025	N
4 APR 2025 FUEL USE-FIRST AID		\$292.57	5-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	06/26/25	06/30/25		APR 2025	N
5 APR 2025 FUEL USE-GARBAGE		\$1,104.66	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/26/25	06/30/25		APR 2025	N
6 APR 2025 FUEL USE-PARKS		\$53.71	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/26/25	06/30/25		APR 2025	N
7 APR 2025 FUEL USE-POLICE		\$1,278.56	5-01-31-460-001-145	B	Motor Fuel - Police	R	06/26/25	06/30/25		APR 2025	N
8 APR 2025 FUEL USE-STREETS		\$767.77	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/26/25	06/30/25		APR 2025	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
E0576	EAST WINDSOR REGIONAL SCHOOL	<i>Account Continued</i>									
9 APR 2025 FUEL USE-WATER		\$105.56	5-09-55-501-001-512	B	Motor Fuel	R	06/26/25	06/30/25		APR 2025	N
10 APR 2025 FUEL FACILITY FEE		\$120.00	5-01-31-460-001-144	B	Upgrades to Fueling Facility	R	06/26/25	06/30/25		APR 2025	N
		<b>\$4,021.17</b>									
25-00862	06/26/25	MAY 2025 FUEL USE									
1 MAY 2025 FUEL USE-AWWTP		\$69.28	5-09-55-501-002-512	B	Motor Fuel	R	06/26/25	06/30/25		MAY2025	N
2 MAY 2025 FUEL USE-CONSTRUCTIC		\$47.99	5-01-31-460-001-151	B	MOTOR FUEL-CONSTRUCTION DEPR	R	06/26/25	06/30/25		MAY2025	N
3 MAY 2025 FUEL USE-FIRE		\$296.76	5-01-31-460-001-166	B	Motor Fuel - Fire Dept.	R	06/26/25	06/30/25		MAY2025	N
4 MAY 2025 FUEL USE-FIRST AID		\$202.86	5-01-31-460-001-148	B	Motor Fuel - Emergency Medical	R	06/26/25	06/30/25		MAY2025	N
5 MAY 2025 FUEL USE-GARBAGE		\$1,214.65	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/26/25	06/30/25		MAY2025	N
6 MAY 2025 FUEL USE-PARKS		\$48.89	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/26/25	06/30/25		MAY2025	N
7 MAY 2025 FUEL USE-POLICE		\$1,354.94	5-01-31-460-001-145	B	Motor Fuel - Police	R	06/26/25	06/30/25		MAY2025	N
8 MAY 2025 FUEL USE-STREETS		\$843.84	5-01-31-460-001-147	B	Motor Fuel - Public Works	R	06/26/25	06/30/25		MAY2025	N
9 MAY 2025 FUEL USE-WATER		\$83.78	5-09-55-501-001-512	B	Motor Fuel	R	06/26/25	06/30/25		MAY2025	N
10 MAY 2025 FUEL FACILITY FEE		\$120.00	5-01-31-460-001-144	B	Upgrades to Fueling Facility	R	06/26/25	06/30/25		MAY2025	N
		<b>\$4,282.99</b>									
	<b>Vendor Total:</b>	<b>\$12,616.60</b>									
E0201	EDMUNDSGOVTECH, INC.										
25-00874	06/30/25	2025 ESTIMATED TAX BILLING FEE									
1 2025 ESTIMATED TAX BILLING FEE		\$375.00	5-01-20-145-001-027	B	Edmunds Software Support	R	06/30/25	07/01/25		25-IN7024	N
	<b>Vendor Total:</b>	<b>\$375.00</b>									
Q0176	EUROFINS QC, LLC										
25-00763	06/05/25	WATER ANALYSIS									
1 INV 6300075455-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/05/25	06/30/25		6300075455	N
2 INV 6300075585-WATER ANALYSIS		\$148.00	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/05/25	06/30/25		6300075585	N
3 INV 6300075578-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/05/25	06/30/25		6300075578	N
4 INV 6300075944-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/05/25	06/30/25		6300075944	N
5 INV 6300076205-WATER ANALYSIS		\$148.00	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/05/25	06/30/25		6300076205	N
6 INV 6300075412-WATER ANALYSIS		\$198.00	C-08-55-981-025-544	B	ORD 2025-04 SECTION 2-20 EXPENR	R	06/05/25	06/30/25		6300075412	N
		<b>\$1,236.50</b>									
25-00824	06/23/25	WATER ANALYSIS									
1 INV 6300076681-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/23/25	06/30/25		6300076681	N
2 INV 6300076802-WATER ANALYSIS		\$207.00	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/23/25	06/30/25		6300076802	N
3 INV 6300076497-WATER ANALYSIS		\$272.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	06/23/25	06/30/25		6300076497	N

Bill List By Vendor Name  
**Hightstown Borough Council**  
**July 7, 2025 Meeting**

10:14 AM  
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Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type					
Item Description										
Q0176	EUROFINS QC, LLC			Account Continued						
4 INV 6300076515-WATER ANALYSIS		\$44.50	C-08-55-981-025-544	B	ORD 2025-04 SECTION 2-20 EXPENR	06/23/25	06/30/25		6300076515	N
		<b>\$771.50</b>								
25-00861	06/26/25									
1 INV 6300077191-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	06/26/25	06/30/25		6300077191	N
2 INV 6300077314-WATER ANALYSIS		\$247.50	5-09-55-501-001-532	B	Outside Testing/Labs	06/26/25	06/30/25		6300077314	N
3 INV 6300077258-WATER ANALYSIS		\$115.00	C-08-55-981-025-544	B	ORD 2025-04 SECTION 2-20 EXPENR	06/26/25	06/30/25		6300077258	N
		<b>\$610.00</b>								
<b>Vendor Total:</b>		<b>\$2,618.00</b>								
FIREA005	FIRE APPARATUS REPAIR, INC.									
25-00747	06/04/25									
1 STEERING WHEEL COLUMN		\$507.50	5-01-25-252-002-121	B	Preventive Maintenance	06/04/25	06/30/25		18367	N
2 METAL PLATE LOW-CARBON		\$150.00	5-01-25-252-002-121	B	Preventive Maintenance	06/04/25	06/30/25		18367	N
3 GROVER AIR HORN KITS		\$158.00	5-01-25-252-002-121	B	Preventive Maintenance	06/04/25	06/30/25		18367	N
4 LABOR RATE PER HR TECH INSTAL		\$253.75	5-01-25-252-002-121	B	Preventive Maintenance	06/04/25	06/30/25		18367	N
5 LABOR RATE PER HR TECH SUCTIC		\$145.00	5-01-25-252-002-121	B	Preventive Maintenance	06/04/25	06/30/25		18367	N
		<b>\$1,214.25</b>								
<b>Vendor Total:</b>		<b>\$1,214.25</b>								
F1183	FRANK GENDRON									
25-00782	06/11/25									
1 GENDRON REIMBURSEMENT		\$211.15	5-01-25-240-001-118	B	OIC Expenses	06/11/25	06/30/25		85930574	N
<b>Vendor Total:</b>		<b>\$211.15</b>								
M0714	GENSERVE, INC.									
25-00858	06/26/25									
1 INV 0530814-IN - A SERVICE		\$340.00	5-01-26-310-001-040	B	Generator-Municipal Bldg	06/26/25	06/30/25		0530814-IN	N
<b>Vendor Total:</b>		<b>\$340.00</b>								
G1077	GEORGE S. COYNE CO., INC.									
25-00056	01/14/25									
4 INV 454289 05/29/25 CHLORINE		\$1,643.76	5-09-55-501-001-526	B	Chlorine	01/14/25	07/01/25		454289	N
25-00123	01/28/25									
6 INV 454290 5/29/25 FLUORIDE		\$1,072.34	5-09-55-501-001-528	B	Fluorosilic Acid	05/16/25	06/30/25		454290	N
25-00225	02/19/25									
6 INV 455758 6/19/25 LIME HICALC		\$2,858.25	5-09-55-501-001-527	B	Calcium Hydroxide - Lime	05/08/25	06/30/25		455758	N

Vendor #	Name	Description		Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
G1077	GEORGE S. COYNE CO., INC.	<i>Account Continued</i>									
	<b>Vendor Total:</b>	<b>\$5,574.35</b>									
G0001	GPANJ										
25-00881	06/30/25	GPANJ FALL 2025 MINI-CONF									
1 GPANJ FALL 2025 MINI-CONF		\$150.00	5-01-20-120-001-042	B	Education & Training	R	06/30/25	07/01/25		E1696	N
	<b>Vendor Total:</b>	<b>\$150.00</b>									
H0081	H. KENDALL WALTON										
25-00860	06/26/25	REIMBURSEMENT FOR HSKY BELT									
1 REIMBURSEMENT HSKY BELT 1/2X98		\$24.99	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/01/25		576050	N
2 RETURN OF HSKY BELT 1/2X98		24.99-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/01/25		159098	N
3 REIMBURSEMENT FOR HSKY BELT		\$27.99	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/01/25		159098	N
		<b>\$27.99</b>									
	<b>Vendor Total:</b>	<b>\$27.99</b>									
H 85	HACH CO.										
25-00725	05/29/25	QUOTE #101175020V1									
1 PHOSPHORUS (REACTIVE & TOTAL		\$697.20	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	05/29/25	07/01/25		14552785	N
25-00848	06/26/25	LAB SUPPLIES									
1 INV 14538783-COLORIMETER		\$2,190.26	5-09-55-501-001-506	B	Laboratory Supplies	R	06/26/25	07/01/25		14538783	N
	<b>Vendor Total:</b>	<b>\$2,887.46</b>									
H0048	HIGHTS REALTY LLC										
25-00367	03/21/25	HPD RENT 3/1/25 - 12/31/25									
6 JULY 2025 RENT HPD		\$5,254.66	5-01-26-310-001-025	B	Building Rental	R	05/15/25	07/01/25		JULY 2025	N
	<b>Vendor Total:</b>	<b>\$5,254.66</b>									
H1100	HOME DEPOT CREDIT SERVICES										
25-00853	06/26/25	MAY/JUNE 2025 INVOICES									
1 INV 7043141-16FT PVC TRIM BRD,		\$209.36	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/26/25	07/01/25		7043141	N
2 INV 3512900-BLUE PEX PIPE,		\$60.73	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/26/25	07/01/25		3512900	N
3 INV 2043094-3/4 TUBING HANGER,		\$23.04	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/26/25	07/01/25		2043094	N
4 INV 2043082-PEX J-HOOK,		\$12.70	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/26/25	07/01/25		2043082	N
5 INV 3042967-1/2 BALL VALVE,		\$38.91	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/26/25	07/01/25		3042967	N
6 INV 5611134-SWITCH GUARD,		\$115.65	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/26/25	07/01/25		5611134	N
7 INV 0282027-VINYL FLEX ELBOW,		\$59.55	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/26/25	07/01/25		0282027	N
8 INV 4041500-1.5 FLAT BRUSH,		\$109.32	5-01-26-310-001-024	B	Building Maintenance	R	06/26/25	07/01/25		4041500	N

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Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type					
Item Description										
<b>H1100</b>		<b>HOME DEPOT CREDIT SERVICES</b>		<i>Account Continued</i>						
9 INV 5523315-3" COSTRUCTION SCR		\$52.23	5-01-26-310-001-024	B	Building Maintenance	R	06/26/25	07/01/25	5523315	N
10 INV 7042458-BEHR PAINT,		\$38.92	5-01-28-369-001-141	B	Parks & Playgrd Maintenance	R	06/26/25	07/01/25	7042458	N
11 INV 0042071-1/4 NIPPLE BRASS,		\$32.03	5-01-26-290-001-127	B	Street Repair & Maintenance	R	06/26/25	07/02/25	0042071	N
12 INV 8612742-ACID BRUSH,		\$47.88	5-01-26-290-001-127	B	Street Repair & Maintenance	R	06/26/25	07/02/25	8612742	N
13 INV 4525231-BLUE CAUTION TAPE		\$71.86	5-01-26-290-001-127	B	Street Repair & Maintenance	R	06/26/25	07/02/25	4525231	N
14 INV 6622052-STAPLE GN, STAPLES		\$35.91	5-01-25-240-001-117	B	Ammunition & Target Practice	R	06/26/25	07/02/25	6622052	N
15 INV 8180141-ANT KILLER BAITs,		\$55.94	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/02/25	8180141	N
16 INV 2040470-UTILITY PUMP		\$179.00	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/02/25	2040470	N
17 INV 4041546-LEAF RAKE,		\$131.06	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/02/25	4041546	N
18 CREDIT 8201186-ANT STAKES		16.94-	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/02/25	8201186	N
19 INV 2902657-SWITCHBOARD,		\$433.11	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/26/25	07/02/25	2902657	N
		<b>\$1,690.26</b>								
25-00859	06/26/25		JUNE 2025 INVOICE							
1 INV 1041871-SILICONE,		\$119.23	5-01-26-310-001-024	B	Building Maintenance	R	06/26/25	07/01/25	1041871	N
2 INV 1041871-SALES TAX REMOVED		7.41-	5-01-26-310-001-024	B	Building Maintenance	R	06/26/25	07/01/25	1041871	N
		<b>\$111.82</b>								
<b>Vendor Total:</b>		<b>\$1,802.08</b>								
<b>J0010</b>		<b>JAMMER DOORS</b>								
25-00803	06/17/25		FRONT ENTRANCE GATE INV 52808							
1 FRONT ENTRANCE GATE REPLACE		\$1,950.00	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/17/25	07/01/25	52808	N
2 LABOR		\$310.00	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/17/25	07/01/25	52808	N
		<b>\$2,260.00</b>								
<b>Vendor Total:</b>		<b>\$2,260.00</b>								
<b>J0257</b>		<b>JCP&amp;L</b>								
25-00840	06/25/25		MASTER 200000055364 5/6-6/5/25							
1 100008438283 5/6/25-6/4/25		\$37.22	5-01-31-430-001-071	B	Electric-Borough Hall	R	06/25/25	07/01/25	95099973851	N
2 100008482018 5/6/25-6/4/25		\$35.15	5-01-31-430-001-071	B	Electric-Borough Hall	R	06/25/25	07/01/25	95099973851	N
3 100010898904 5/7/25-6/5/25		\$39.43	5-01-31-430-001-071	B	Electric-Borough Hall	R	06/25/25	07/01/25	95099973851	N
4 100012487862 5/6/25-6/4/25		\$666.03	5-01-31-430-001-072	B	Electric-Fire House	R	06/25/25	07/01/25	95099973851	N
5 100012529457 5/6/25-6/4/25		\$34.60	5-09-55-501-002-504	B	Electricity	R	06/25/25	07/01/25	95099973851	N
		<b>\$812.43</b>								
25-00870	06/30/25		MASTER ACCT 315 5/2/25-6/4/25							
1 100008482778 315 5/2/25-6/2/25		\$37.07	5-09-55-501-002-504	B	Electricity	R	06/30/25	07/01/25	95099980699	N

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P.O. #	PO Date	Amount	Charge Account	Acct Description	Type						
Item Description											
J0257	JCP&L	<i>Account Continued</i>									
2 100009294701	5/3/25-6/3/25	\$173.95	5-09-55-501-001-504	B Electricity		R	06/30/25	07/01/25		95099980699	N
3 100012445746	5/6/25-6/4/25	\$5,567.57	5-09-55-501-001-504	B Electricity		R	06/30/25	07/01/25		95099980699	N
4 100012529309	5/6/25-6/4/25	\$7,580.03	5-09-55-501-002-504	B Electricity		R	06/30/25	07/01/25		95099980699	N
		<b>\$13,358.62</b>									
	<b>Vendor Total:</b>	<b>\$14,171.05</b>									
J0258	JCP&L (STREET LIGHTING)										
25-00815	06/19/25		ACT 724 05/20/25-06/18/25								
1 ACT 724 05/20/25-06/18/25		\$472.06	5-01-31-435-001-075	B Street Lighting		R	06/19/25	07/01/25		95708038588	N
25-00816	06/19/25		ACT 765 05/20/25-06/18/25								
1 ACT 765 05/20/25-06/18/25		\$2,215.72	5-01-31-435-001-075	B Street Lighting		R	06/19/25	07/01/25		95708038589	N
	<b>Vendor Total:</b>	<b>\$2,687.78</b>									
JERSE015	JERSEY AUTO SUPPLY INC.										
25-00850	06/26/25		MAY 2025 INVOICES								
1 INV 302847-STARTING FLUID,		\$24.47	5-09-55-501-002-502	B Vehicle Maintenance		R	06/26/25	07/01/25		302847	N
2 INV 302778-FUEL FILTER,		\$8.59	5-09-55-501-002-502	B Vehicle Maintenance		R	06/26/25	07/01/25		302778	N
3 INV 303736-FUEL FILTER		\$2.57	5-09-55-501-002-502	B Vehicle Maintenance		R	06/26/25	07/01/25		303736	N
4 INV 304130-HYD FLUID 5G		\$171.98	5-01-26-290-001-034	B Motor Vehicle Parts & Access.		R	06/26/25	07/01/25		304130	N
5 INV 304299-HYDRAULIC HOSE,		\$78.54	5-01-26-290-001-034	B Motor Vehicle Parts & Access.		R	06/26/25	07/01/25		304299	N
		<b>\$286.15</b>									
	<b>Vendor Total:</b>	<b>\$286.15</b>									
J0069	JERSEY ELEVATOR LLC										
25-00776	06/09/25		JUNE 2025 MAINTENANCE								
1 JUNE 2025 MAINTENANCE		\$210.07	5-01-26-310-001-029	B Maintenance Contracts		R	06/09/25	07/01/25		INV-321972-B9Z6	N
	<b>Vendor Total:</b>	<b>\$210.07</b>									
LEEHE005	LEE HECHT HARRISON, LLC										
25-00786	06/11/25		FINANCE MOMBO W/E 5/4/25								
1 FINANCE MOMBO W/E 5/4/25		\$1,181.25	5-01-20-130-001-031	B PROF SERVICES		R	06/11/25	07/01/25		13504397	N
2 FINANCE MOMBO W/E 5/4/25		\$196.87	5-09-55-501-001-600	B WATER UTILITY -0 OTHER PROF TER			06/11/25	07/01/25		13504397	N
3 FINANCE MOMBO W/E 5/4/25		\$196.88	5-09-55-501-002-600	B SEWER - OTHER PROF - TEMP AGER			06/11/25	07/01/25		13504397	N
		<b>\$1,575.00</b>									
25-00800	06/17/25		FINANCE MOMBO W/E 6/8/25								
1 FINANCE MOMBO W/E 6/8/25		\$945.00	5-01-20-130-001-031	B PROF SERVICES		R	06/17/25	07/01/25		13533517	N

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P.O. #	PO Date	Description								
Item Description	Amount	Charge Account	Acct Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099	Excl
LEEHE005	LEE HECHT HARRISON, LLC	<i>Account Continued</i>								
2 FINANCE MOMBO W/E 6/8/25	\$157.50	5-09-55-501-001-600	B WATER UTILITY -0 OTHER PROF TER		06/17/25	07/01/25		13533517		N
3 FINANCE MOMBO W/E 6/8/25	\$157.50	5-09-55-501-002-600	B SEWER - OTHER PROF - TEMP AGER		06/17/25	07/01/25		13533517		N
	<b>\$1,260.00</b>									
25-00817	06/23/25	FINANCE MOMBO W/E 6/15/25								
1 FINANCE MOMBO W/E 6/15/25	\$1,181.25	5-01-20-130-001-031	B PROF SERVICES	R	06/23/25	07/01/25		13540443		N
2 FINANCE MOMBO W/E 6/15/25	\$196.87	5-09-55-501-001-600	B WATER UTILITY -0 OTHER PROF TER		06/23/25	07/01/25		13540443		N
3 FINANCE MOMBO W/E 6/15/25	\$196.88	5-09-55-501-002-600	B SEWER - OTHER PROF - TEMP AGER		06/23/25	07/01/25		13540443		N
	<b>\$1,575.00</b>									
25-00857	06/26/25	FINANCE MOMBO W/E/6/22/25								
1 FINANCE MOMBO W/E/6/22/25	\$708.75	5-01-20-130-001-031	B PROF SERVICES	R	06/26/25	07/01/25		13546223		N
2 FINANCE MOMBO W/E/6/22/25	\$118.13	5-09-55-501-001-600	B WATER UTILITY -0 OTHER PROF TER		06/26/25	07/01/25		13546223		N
3 FINANCE MOMBO W/E/6/22/25	\$118.12	5-09-55-501-002-600	B SEWER - OTHER PROF - TEMP AGER		06/26/25	07/01/25		13546223		N
	<b>\$945.00</b>									
<b>Vendor Total:</b>	<b>\$5,355.00</b>									
L0037	LINCOLN FINANCIAL GROUP									
25-00802	06/17/25	JULY 2025 LIFE INSURANCE								
1 JULY 2025 LIFE INSURANCE	\$299.64	5-01-23-210-003-115	B Medical Ins-Empl Grp Health	R	06/17/25	07/01/25		JULY 2025 LIFE		N
2 JULY 2025 LIFE INSURANCE	\$9.08	5-09-55-501-001-514	B INSURANCE	R	06/17/25	07/01/25		JULY 2025 LIFE		N
3 JULY 2025 LIFE INSURANCE	\$63.56	5-09-55-501-002-514	B Insurance	R	06/17/25	07/01/25		JULY 2025 LIFE		N
	<b>\$372.28</b>									
<b>Vendor Total:</b>	<b>\$372.28</b>									
LISAW005	LISA WALSH									
25-00822	06/23/25	PETALS & PALETTES								
1 PETALS & PALETTES	\$100.00	G-02-41-761-000-000	B Mercer County Local Arts Grant	R	06/23/25	07/01/25		627		N
<b>Vendor Total:</b>	<b>\$100.00</b>									
LORIE005	LORI E. PARSELLS									
25-00821	06/23/25	PETALS & PALLETES								
1 PETALS & PALLETES	\$100.00	G-02-41-761-000-000	B Mercer County Local Arts Grant	R	06/23/25	07/01/25		626		N
<b>Vendor Total:</b>	<b>\$100.00</b>									
M0041	MACK INDUSTRIES									
25-00777	06/09/25	DIGESTER HEAT EXCHANGER SERVIC								
1 COMBUSTION TECHNICIAN	\$520.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	06/09/25	07/01/25		70382		N

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P.O. #	PO Date	Amount	Charge Account	Acct Description	Type					
Item Description										
M0041	MACK INDUSTRIES	<i>Account Continued</i>								
2 TRUCK CHARGE		\$50.00	5-09-55-501-002-503	B Sewer Plant Maintenance		06/09/25	07/01/25		70382	N
3 COMBUSTION ANALYZER		\$100.00	5-09-55-501-002-503	B Sewer Plant Maintenance		06/09/25	07/01/25		70382	N
		<b>\$670.00</b>								
	<b>Vendor Total:</b>	<b>\$670.00</b>								
M1076	MCMANIMON, SCOTLAND & BAUMANN									
25-00798	06/16/25									
1 Redevelopment - Conferences		\$487.50	2022-06	P 480 MERCER STREET WAREHOUSER		06/16/25	07/01/25		242567	N
	<b>Vendor Total:</b>	<b>\$487.50</b>								
M0256	MERCER CO IMPROVEMENT AUTH									
25-00772	06/09/25									
1 MAY 2025 TIPPING		\$21,823.62	5-01-32-465-001-165	B Landfill Solid Waste Disposal-MCIA		06/09/25	07/01/25		MAY 2025	N
2 MAY 2025 RECYCLING TAX		\$495.99	5-01-43-496-001-174	B Recycling Tax		06/09/25	07/01/25		MAY 2025	N
		<b>\$22,319.61</b>								
	<b>Vendor Total:</b>	<b>\$22,319.61</b>								
M0186	MERCER CTY MUN. CLERKS ASSOC.									
25-00878	06/30/25									
1 ANNUAL MEMBERSHIP 2025-2026		\$110.00	5-01-20-120-001-044	B Professional Assoc. Dues		06/30/25	07/01/25		7/1/25-6/30/26	N
	<b>Vendor Total:</b>	<b>\$110.00</b>								
NANCY005	NANCY K. GOWER									
25-00818	06/23/25									
1 PETALS & PALETTES		\$100.00	G-02-41-761-000-000	B Mercer County Local Arts Grant		06/23/25	07/01/25		628	N
	<b>Vendor Total:</b>	<b>\$100.00</b>								
N0058	NATIONAL FIRE PROTECTION ASSOC									
25-00872	06/30/25									
1 NFPA LINK LIC CHAD REED		\$611.99	5-01-25-256-002-044	B Professional Association Dues		06/30/25	07/01/25		9973	N
	<b>Vendor Total:</b>	<b>\$611.99</b>								
NATIO040	NATIONAL HIGHWAY PRODUCTS, INC									
25-00773	06/09/25									
1 TRAFFIC CONE BARS		\$192.20	5-01-25-252-002-056	B Fire & Other Safety Equipment		06/09/25	07/01/25		INV126261	N
2 SHIPPING & HANDLING		\$34.00	5-01-25-252-002-056	B Fire & Other Safety Equipment		06/09/25	07/01/25		INV126261	N
		<b>\$226.20</b>								

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NATIO040	NATIONAL HIGHWAY PRODUCTS, INC		<i>Account Continued</i>					
	<b>Vendor Total:</b>	<b>\$226.20</b>						
NJADV005 25-00875	NJ Advance Media 06/30/25 LEGAL ADS MAY 2025							
1 PLANNING BOARD		\$21.84 5-01-21-180-001-021 B	Advertisements	R	06/30/25 07/01/25		3154351	N
2 PLANNING BOARD		\$76.44 5-01-21-180-001-021 B	Advertisements	R	06/30/25 07/01/25		3154351	N
		<u>\$98.28</u>						
	<b>Vendor Total:</b>	<b>\$98.28</b>						
N0170 25-00849	NORCIA CORP. 06/26/25 SERVICE ON TRK #10A							
1 SERVICE ON TRK #10A		\$10,252.63 5-01-26-305-001-034 B	Motor Vehicle Parts & Access.	R	06/26/25 07/01/25		85857	N
	<b>Vendor Total:</b>	<b>\$10,252.63</b>						
NSILA005 25-00325	NSI LAB SOLUTIONS, INC. 03/12/25 LAB SUPPLY							
1 NSI-QCI-171 MULTI-ANALYTE		\$224.00 5-09-55-501-002-506 B	Lab. Equipment & Supplies	R	03/12/25 07/01/25		521313	N
2 NSI-COLACK COLIFORM QC CHECK		\$189.00 5-09-55-501-002-506 B	Lab. Equipment & Supplies	R	03/12/25 07/01/25		521313	N
3 FREIGHT		\$134.00 5-09-55-501-002-506 B	Lab. Equipment & Supplies	R	06/24/25 07/01/25		521313	N
		<u>\$547.00</u>						
	<b>Vendor Total:</b>	<b>\$547.00</b>						
NYFIR005 24-00564	NY FIRE EQUIPMENT, LLC 05/13/24 QUOTE 3834 TKO NOZZLE BOTTLE							
1 QUOTE 3834 TKO NOZZLE BOTTLE		\$118.00 4-01-25-252-002-127 B	Foam	R	05/13/24 07/01/25		5051	N
2 SHIPPING		\$17.42 4-01-25-252-002-127 B	Foam	R	02/27/25 07/01/25		5051	N
		<u>\$135.42</u>						
	<b>Vendor Total:</b>	<b>\$135.42</b>						
O0050 25-00757	ONE CALL CONCEPT INC 06/04/25 MAY 2025 ONE CALL MSGS							
1 MAY 2025 ONE CALL MSGS		\$51.30 5-09-55-501-001-535 B	Hydrants and Line Repair	R	06/04/25 07/01/25		5055088	N
	<b>Vendor Total:</b>	<b>\$51.30</b>						
P0557 25-00879	PACKET MEDIA, LLC 06/30/25 LEGAL ADS APRILL 2025							
1 PUBLIC HEARING 04.21.2025		\$22.01 5-01-21-180-001-021 B	Advertisements	R	06/30/25 07/01/25		105768	N

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P0557	PACKET MEDIA, LLC	<i>Account Continued</i>							
25-00880 1 PUBLIC HEARING	06/30/25	LEGAL ADS MAY 2025 \$108.36 5-01-21-180-001-021	B Advertisements	R	06/30/25	07/01/25		106223	N
<b>Vendor Total:</b>		<b>\$130.37</b>							
PEOPL005	PEOPLES PLUMBING LLC								
25-00844 1 TEST BACKFLOW DEVICE AS NEEDI	06/26/25	QUARTERLY BACKFLOW TESTING \$500.00 5-09-55-501-002-503	B Sewer Plant Maintenance	R	06/26/25	07/01/25		51637557	N
<b>Vendor Total:</b>		<b>\$500.00</b>							
C0099	PETROCHOICE								
25-00679 1 QUOTE 097742-HYDRAULIC FLUID	05/21/25	HYDRAULIC FLUID \$1,035.00 5-01-26-305-001-034	B Motor Vehicle Parts & Access.	R	05/21/25	07/01/25		51904310	N
<b>Vendor Total:</b>		<b>\$1,035.00</b>							
PORTE005	PORTER LEE CORPORATION								
25-00783 1 ANNUAL SOFTWARE SUPPORT	06/11/25	ANNUAL SOFTWARE SUPPORT \$875.00 5-01-25-240-001-029	B Maint. Contracts - Other	R	06/11/25	07/01/25		31943	N
<b>Vendor Total:</b>		<b>\$875.00</b>							
P0044	PSE&G								
25-00813	06/18/25	ENERGY BILLS VARIOUS ACCT 6/18							
1 7523517609 5/15/25-6/16/25		\$28.57 5-01-31-446-001-070	B Gas Heat - Borough Hall	R	06/18/25	07/01/25		6008096730001	N
2 7666378505 5/15/25-6/16/25		\$29.88 5-09-55-501-001-505	B Gas Service	R	06/18/25	07/01/25		604908116466	N
3 6687890808 5/15/25-6/16/25		\$34.52 5-01-31-446-001-070	B Gas Heat - Borough Hall	R	06/18/25	07/01/25		600709685195	N
4 7419908206 5/15/25-6/16/25		\$27.37 5-01-31-446-001-070	B Gas Heat - Borough Hall	R	06/18/25	07/01/25		605008003284	N
5 7733916518 5/15/25-6/16/25		\$30.97 5-09-55-501-002-505	B Gas Service	R	06/18/25	07/01/25		600509709516	N
6 6503987609 5/15/25-6/16/25		\$27.37 5-09-55-501-001-505	B Gas Service	R	06/18/25	07/01/25		604203699760	N
7 6675946706 5/15/25-6/16/2025		\$33.33 5-01-31-446-001-143	B Gas/Heat - Fire House	R	06/18/25	07/01/25		604203699760	N
		<b>\$212.01</b>							
<b>Vendor Total:</b>		<b>\$212.01</b>							
REDAR005	RED ARROW TECHNOLOGIES, LLC								
25-00799	06/17/25	VOIP SVCS AWWTP &HPD 6/15-7/14							
1 VOIP SVCS AWWTP 6/15-7/14		\$181.59 5-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSR		06/17/25	07/01/25		3759282	N
2 VOIP SVCS POLICE 6/15-7/14		\$379.14 5-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSR		06/17/25	07/01/25		3759261	N
		<b>\$560.73</b>							
25-00809	06/17/25	DELL OPTIPLEX WORKSTATION							

Borough of Hightstown  
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Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type					
Item Description										
REDAR005	RED ARROW TECHNOLOGIES, LLC	<i>Account Continued</i>								
1 DELL OPTIPLEX WORKSTATION		\$1,500.00	5-01-20-140-001-054	B	Computer/Printers-Hardware & Softwar	06/17/25	07/01/25		18814	N
2 ONSITE SETUP PC		\$150.00	5-01-20-140-001-094	B	Computer Service & Support	06/17/25	07/01/25		18814	N
		<b>\$1,650.00</b>								
25-00838	06/25/25	MONTHLY SUPPORT PHONE & NETWORK								
1 TECH SUPPORT & SVCS JUNE 2025		\$2,245.00	5-01-20-140-001-094	B	Computer Service & Support	06/25/25	07/01/25		18885	N
2 INTERNET & WEB JUNE 2025		\$1,375.00	5-01-20-140-001-060	B	Internet Services and Web Services	06/25/25	07/01/25		18885	N
3 TECH SUPPORT INTERNET WEB		\$755.00	5-09-55-501-002-530	B	Computer Software/Maint/Equip	06/25/25	07/01/25		18885	N
4 TECH SUPPORT INTERNET WEB		\$550.00	5-09-55-501-001-530	B	Computer Software/Maint/Equip	06/25/25	07/01/25		18885	N
		<b>\$4,925.00</b>								
25-00839	06/25/25	MONTHLY TELEPHONE 7/1/25								
1 MONTHLY TELEPHONE HPD 7/1/25		\$300.00	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR	06/25/25	07/01/25		18884	N
2 MONTHLY TELEPHONE BORO 7/1/25		\$200.00	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR	06/25/25	07/01/25		18884	N
3 MONTHLY TELEPHONE HFD 7/1/25		\$100.00	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR	06/25/25	07/01/25		18884	N
4 MONTHLY TELEPHONE AWWTP 7/1/25		\$100.00	5-09-55-501-003-548	B	Telephone	06/25/25	07/01/25		18884	N
		<b>\$700.00</b>								
<b>Vendor Total:</b>		<b>\$7,835.73</b>								
RJHAA005	RJ HAAS ARTISTIC SERVICES									
25-00819	06/23/25	PETALS & PALETTES								
1 PETALS & PALETTES		\$100.00	G-02-41-761-000-000	B	Mercer County Local Arts Grant	06/23/25	07/01/25		629	N
<b>Vendor Total:</b>		<b>\$100.00</b>								
R0077	ROBERTS ENGINEERING GRP LLC									
25-00356	03/20/25	POLICE SUBSTATION								
5 POLICE SUBSTATION INV 16576		\$2,903.50	5-01-20-165-001-028	B	General Engineering	03/20/25	07/01/25		16576	N
25-00410	03/31/25	EMERGENCY REPAIR FILTERS WTP								
5 IRON SLUDGE INV 16582		\$13,792.00	C-08-55-981-025-544	B	ORD 2025-04 SECTION 2-20 EXPENR	06/10/25	07/01/25		16582	N
25-00795	06/13/25	MISC REQUEST MUNICIPAL GRANT								
1 MISC REQUEST MUNI INV 16402		\$1,085.00	5-01-20-165-001-028	B	General Engineering	06/13/25	07/01/25		16402	N
25-00814	06/19/25	RES 2025-129 2026 NJDOT APP								
2 NJDOT GRANT 2025 MUNI AID16579		\$1,340.00	5-01-20-165-001-028	B	General Engineering	06/19/25	07/01/25		16579	N
25-00825	06/23/25	Billing through 6/12/2025								
1 Prep & attend concept plan mtg		\$843.75	2025-01	P	Football field & Tennis Courts	07/01/25	07/01/25		16234	N
2 Rev submiss RE: DRCC approval		\$156.25	2025-01	P	Football field & Tennis Courts	07/01/25	07/01/25		16592	N
		<b>\$1,000.00</b>								

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
R0077	ROBERTS ENGINEERING GRP LLC	<i>Account Continued</i>							
25-00828	06/24/25	Billing through 6/7/2025							
1 Attend PB Mtg 5/12/25		\$450.00 5-01-21-180-001-106	B	Planning Board Engineer-General	R	06/24/25	07/01/25	16583	N
2 Review AINR study w/ comments		\$315.00 2022-06	P	480 MERCER STREET WAREHOUSER		06/24/25	07/01/25	16584	N
3 Onsite inspection- storm drain		\$273.00 207GRANTIF	P	New Residence-Inspection Fees	R	06/24/25	07/01/25	16589	N
		<b>\$1,038.00</b>							
25-00829	06/24/25	WTR IMP MAXWELL AVE INV 16588							
1 WTR IMP MAXWELL AVE INV 16588		\$510.00 C-08-55-971-000-544	B	MAXWELL AVE WATER-SEWER IMP.	R	06/24/25	07/01/25	16588	N
25-00830	06/24/25	RDWAY IMP MAXWELL AVE INV16587							
1 RDWAY IMP MAXWELL AVE INV16587		\$710.00 C-04-55-899-000-447	B	MAXWELL AVE IMPROVEMENTS SECR		06/24/25	07/01/25	16587	N
25-00831	06/24/25	WTR SEWER IMP ORCHARD MEADOW							
1 WS IMP ORCHARD MEADOW 16586		\$453.00 C-08-55-967-002-544	B	SECTION 2-20 SOFT COSTS	R	06/24/25	07/01/25	16586	N
25-00832	06/24/25	CAP IMP ORCHARD MEADOW 16585							
1 CAP IMP ORCHARD MEADOW 16585		\$570.00 C-04-55-896-001-447	B	RD IMP ORCHARD, CLOVER, S. MAIR		06/24/25	07/01/25	16585	N
25-00833	06/24/25	GENERAL WATER 2025 INV 16581							
1 GENERAL WATER 2025 INV 16581		\$4,867.25 5-09-55-501-001-508	B	Engineer	R	06/24/25	07/01/25	16581	N
25-00834	06/24/25	H1652-2025 GENERAL SEWERS 2025							
1 GENERAL SEWERS 2025 INV 16580		\$80.00 5-09-55-501-002-508	B	Engineer	R	06/24/25	07/01/25	16580	N
25-00835	06/24/25	H1552-02 DAWES PARK DESIGN INSP							
1 DAWES PARK DESIGN INSP 16577		\$2,910.00 C-04-55-906-001-447	B	2024-16 DAWES PARK IMPROVEMENR		06/24/25	07/01/25	16577	N
25-00836	06/24/25	MISC REQUEST 2025 PMRS HAUSSER							
1 PMRS HAUSSER 16573		\$360.00 C-04-55-894-001-447	B	HAUSER, BENNETT PL PROSPECT CR		06/24/25	07/01/25	16573	N
25-00837	06/24/25	MIS REQ PMRS NJDOT SPRINGCREST							
1 PMRS NJDOT SPRINGCREST 16572		\$240.00 C-04-55-890-000-447	B	SPRINGCREST, SPRUCE, GLEN 20-0R		06/24/25	07/01/25	16572	N
25-00841	06/26/25	TAX MAINTENANCE-2025 INV 16578							
1 TAX MAINTENANCE-2025 INV 16578		\$180.00 5-01-20-165-001-109	B	Tax Map Maintenance/Zoning	R	06/26/25	07/01/25	16578	N
25-00863	06/26/25	COUNCIL MEETINGS 2025 INV16575							
1 COUNCIL MEETINGS 2025 INV16575		\$360.00 5-01-20-165-001-104	B	Attendance at Meetings (B)	R	06/26/25	07/01/25	16575	N
25-00865	06/27/25	H1800 PMRS SPRINGCREST 16676							
1 H1800 PMRS SPRINGCREST 16676		\$90.00 C-04-55-890-000-447	B	SPRINGCREST, SPRUCE, GLEN 20-0R		06/27/25	07/01/25	16676	N
25-00866	06/27/25	PMRS MIS REQ EAST WARD 16674							
1 PMRS MIS REQ EAST WARD 16674		\$90.00 C-04-55-879-001-447	B	REHAB OF EAST WARD ST SEC 20	R	06/27/25	07/01/25	16674	N
25-00867	06/27/25	H1504-2025 MISC REQ INV 16574							
1 H1504-2025 MISC REQ INV 16574		\$925.00 5-01-20-165-001-028	B	General Engineering	R	06/27/25	07/01/25	16574	N
<b>Vendor Total:</b>		<b>\$33,503.75</b>							

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Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type					
Item Description										
S0061	SEA BOX									
25-00758	06/04/25									
1 INV R1137121-CONTAINER RENTAL		\$75.00	5-01-26-310-001-025	B Building Rental	R	06/04/25	07/01/25		RI137121	N
25-00854	06/26/25									
1 INV R1138471-CONTAINER RENTAL		\$75.00	5-01-26-310-001-025	B Building Rental	R	06/26/25	07/01/25		RI138471	N
	<b>Vendor Total:</b>	<b>\$150.00</b>								
S0925	SIRCHIE ACQUISITION CO LLC									
25-00521	04/17/25									
1 DETECTIVE BUREAU SUPPLIES		\$47.24	5-01-25-240-001-114	B Detective Bureau	R	04/17/25	07/01/25		0696820-IN	N
2 DETECTIVE BUREAU SUPPLIES		\$18.49	5-01-25-240-001-114	B Detective Bureau	R	04/17/25	07/01/25		0696820-IN	N
		<b>\$65.73</b>								
	<b>Vendor Total:</b>	<b>\$65.73</b>								
S0375	STEVENSON SUPPLY CO.									
25-00788	06/11/25									
1 INV 697621-DRESSER PVC		\$14.94	5-01-26-290-001-128	B Maint.-Downtn Irrigation Sys.	R	06/11/25	07/01/25		697621	N
	<b>Vendor Total:</b>	<b>\$14.94</b>								
TMOBI005	T-MOBILE									
25-00871	06/30/25									
1 STOCKTON LOT CAMERA 5/21-6/20		\$62.70	5-01-33-195-002-029	B Computer Software/Maint/Equip	R	06/30/25	07/01/25		1657-06232025	N
	<b>Vendor Total:</b>	<b>\$62.70</b>								
VECTO005	TARGET SOLUTIONS LEARNING, LLC									
25-00851	06/26/25									
1 ANNUAL CONTRACT RENEWAL		\$1,264.64	5-01-25-240-001-029	B Maint. Contracts - Other	R	06/26/25	07/01/25		INV121102	N
	<b>Vendor Total:</b>	<b>\$1,264.64</b>								
T0972	TIMBERWOLF TREE SERVICE									
25-00693	05/22/25									
1 QUOTE 8121-232 STOCKTON		\$2,000.00	5-01-26-290-001-129	B Maint.& Replace-Street Trees	R	05/22/25	07/01/25		4678	N
	<b>Vendor Total:</b>	<b>\$2,000.00</b>								
T0147	TRACTOR SUPPLY COMPANY									
25-00843	06/26/25									
1 INV 576905-21 MULCH BLADE (2),		\$64.97	5-01-28-369-001-139	B Mower Repairs	R	06/26/25	07/01/25		576905	N

Vendor # P.O. # Item Description	Name PO Date	Description Amount Charge Account	Contract Acct Description Type	PO Type Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
T0147	TRACTOR SUPPLY COMPANY	Account Continued							
2 INV 578040-BELT 1/2X101 IN		\$27.99 5-09-55-501-002-529	B Sewer Main Repair/Supplies	R	06/26/25	07/01/25		578040	N
3 INV 159068-BELT 1/2X101 IN		27.99- 5-09-55-501-002-529	B Sewer Main Repair/Supplies	R	06/26/25	07/01/25		159068	N
4 INV 159068-BELT 1/2X94 IN		\$22.99 5-09-55-501-002-529	B Sewer Main Repair/Supplies	R	06/26/25	07/01/25		159068	N
		<b>\$87.96</b>							
	<b>Vendor Total:</b>	<b>\$87.96</b>							
N0008	TREASURER, STATE OF NJ, DCA								
25-00882	07/01/25	2ND QTR 2025 TRAINING FEES							
1 2ND QTR 2025 TRAINING FEES		\$1,467.00 5-01-55-003-000-002	B DCA Training Fees Due State	R	07/01/25	07/01/25		2ND QTR 2025	N
	<b>Vendor Total:</b>	<b>\$1,467.00</b>							
TRENT005	TRENTONIAN								
25-00876	06/30/25	LEGAL ADS APRIL 2025							
1 PLANNING BOARD		\$23.10 5-01-21-180-001-021	B Advertisements	R	06/30/25	07/01/25		2715907	N
2 ORD 2025-04 ADOPT		\$35.70 5-01-20-120-001-021	B Advertisements	R	06/30/25	07/01/25		2714433	N
		<b>\$58.80</b>							
25-00877	06/30/25	LEGAL ADS MAY 2025							
1 ORD 2025-07 INTRO		\$34.30 5-01-20-120-001-021	B Advertisements	R	06/30/25	07/01/25		2722767	N
2 ORD 2025-05 ADOPT		\$19.60 5-01-20-120-001-021	B Advertisements	R	06/30/25	07/01/25		2722563	N
3 PLANNING BOARD		\$91.70 5-01-21-180-001-021	B Advertisements	R	06/30/25	07/01/25		2722555	N
4 ORD 2025-06 INTRO		\$26.95 5-01-20-120-001-021	B Advertisements	R	06/30/25	07/01/25		2719033	N
5 ORD 2025-05 INTRO		\$32.20 5-01-20-120-001-021	B Advertisements	R	06/30/25	07/01/25		2719091	N
6 ORD 2025-04 ADOPT		\$32.20 5-01-20-120-001-021	B Advertisements	R	06/30/25	07/01/25		2719088	N
7 2023 AUDIT		\$294.00 5-01-20-120-001-021	B Advertisements	R	06/30/25	07/01/25		2717868	N
		<b>\$530.95</b>							
	<b>Vendor Total:</b>	<b>\$589.75</b>							
R0112	UNITED SITE SERVICES								
25-00716	05/27/25	PORTABLE RESTROOM FUN FRIDAYS		B					
4 PORTABLE RESTROOM FUN FRIDAY		\$95.63 G-02-41-761-000-000	B Mercer County Local Arts Grant	R	05/27/25	07/01/25		INV5427005	N
25-00717	05/27/25	PORTABLE RESTROOM DAWES PARK		B					
4 PORTABLE RESTROOM DAWES PAF		\$4.38 5-01-28-370-002-021	B RECREATION SUMMER PROGRAM	R	05/27/25	07/01/25		INV5430233	N
	<b>Vendor Total:</b>	<b>\$100.01</b>							
U0013	USA BLUE BOOK								
25-00764	06/05/25	LAB SUPPLY							

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Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Type					
Item Description										
U0013	USA BLUE BOOK			<i>Account Continued</i>						
1 (OR)PHOSPHORUS TNT+ LOW RAN		\$190.58	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	06/05/25	07/01/25	00737181	N
25-00771	06/09/25				FULL DISCLOSURE SIGN					
1 FULL DISCLOSURE SIGN 14X10IN		\$37.95	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/09/25	07/01/25	INV00645457	N
2 FREIGHT- INVOICE #INV00645457		\$13.11	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	06/09/25	07/01/25	INV00645457	N
		<b>\$51.06</b>								
25-00787	06/11/25				7X10 DANGER SIGN					
1 INV 00633502-7X10 DANGER SIGN		\$16.38	5-09-55-501-001-503	B	Water Plant Maintenance	R	06/11/25	07/01/25	INV00633502	N
25-00804	06/17/25				POLYSEED BOD SEED INOCULUM					
1 POLYSEED BOD SEED INOCULUM		\$128.00	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	06/17/25	07/01/25	INV00737309	N
	<b>Vendor Total:</b>	<b>\$386.02</b>								
VECTO010	VECTOR SECURITY, INC.									
25-00004	01/07/25				FIRE ALARM SYSTEM DPW 2025	B				
8 ENHANCED COMM 6/24/25-09/23/25		\$90.00	5-01-26-310-001-024	B	Building Maintenance	R	01/07/25	07/01/25	76148065	N
9 INSP FIRE 6/24/25-09/23/25		\$114.00	5-01-26-310-001-024	B	Building Maintenance	R	01/07/25	07/01/25	76148065	N
10 INSP FIRE 6/24/25-09/23/25		\$105.00	5-01-26-310-001-024	B	Building Maintenance	R	01/07/25	07/01/25	76148065	N
		<b>\$309.00</b>								
	<b>Vendor Total:</b>	<b>\$309.00</b>								
V0019	VERIZON									
25-00810	06/18/25				ACT 250-7173670001-69 6/15/25					
1 ACT 250-7173670001-69 6/15/25		\$189.00	5-09-55-501-003-545	B	Telephone-W/S-VERIZON	R	06/18/25	07/01/25	0169-06152025	N
	<b>Vendor Total:</b>	<b>\$189.00</b>								
VERIZ015	VERIZON FIOS									
25-00811	06/18/25				ACT1555041400001-153 6/9/25					
1 ACT1555041400001-153 6/9/25		\$204.67	5-01-20-140-001-060	B	Internet Services and Web Services	R	06/18/25	07/01/25	1153-06092025	N
	<b>Vendor Total:</b>	<b>\$204.67</b>								
V0022	VERIZON WIRELESS									
25-00796	06/13/25				INV 6115484977 6/8/25					
1 INV 6115484977 6/8/25		\$266.17	5-01-31-440-001-079	B	Telephone-VERIZON WIRELESS	R	06/13/25	07/01/25	6115484977	N
	<b>Vendor Total:</b>	<b>\$266.17</b>								
VIKIN005	VIKING TERMITE & PEST CONTROL									
25-00845	06/26/25				JUN 2025 SRVCS DPW/MUNICIPAL					
1 INV 902881224-JUN 2025 SRVCS		\$23.50	5-01-26-310-001-029	B	Maintenance Contracts	R	06/26/25	07/01/25	902881224	N

Vendor #	Name	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
P.O. #	PO Date	Description	Acct Description	Type						
Item Description	Amount	Charge Account								
VIKIN005	VIKING TERMITE & PEST CONTROL		Account Continued							
25-00846	06/26/25	JUN 2025 SRVS POLICE DPT								
1 INV 902881233-JUN 2025 SRVS	\$23.70	5-01-26-310-001-029	B	Maintenance Contracts	R	06/26/25	07/01/25		902881233	N
<b>Vendor Total:</b>		<b>\$47.20</b>								

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**Total Purchase Orders: 114 Total P.O. Line Items: 243 Total List Amount: \$507,263.22 Total Void Amount: \$0.00**

<b>Totals by Year-Fund</b>							
<b>Fund Description</b>	<b>Fund</b>	<b>Budget Rcvd</b>	<b>Budget Held</b>	<b>Budget Total</b>	<b>Revenue Total</b>	<b>G/L Total</b>	<b>Project Total</b>
<b>CURRENT FUND</b>	<b>4-01</b>	<b>\$135.42</b>	<b>\$0.00</b>	<b>\$135.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>CURRENT FUND</b>	<b>5-01</b>	<b>\$104,682.10</b>	<b>\$0.00</b>	<b>\$104,682.10</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>5-09</b>	<b>\$39,180.73</b>	<b>\$0.00</b>	<b>\$39,180.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>5-21</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,423.70</b>
	<b>Year Total:</b>	<b>\$143,862.83</b>	<b>\$0.00</b>	<b>\$143,862.83</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,423.70</b>
<b>GENERAL CAPITAL</b>	<b>C-04</b>	<b>\$4,970.00</b>	<b>\$0.00</b>	<b>\$4,970.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>WATER/SEWER CAPITAL</b>	<b>C-08</b>	<b>\$349,775.64</b>	<b>\$0.00</b>	<b>\$349,775.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>Year Total:</b>	<b>\$354,745.64</b>	<b>\$0.00</b>	<b>\$354,745.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>G-02</b>	<b>\$1,095.63</b>	<b>\$0.00</b>	<b>\$1,095.63</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Of All Funds:</b>		<b>\$499,839.52</b>	<b>\$0.00</b>	<b>\$499,839.52</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,423.70</b>

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<b>Project Description</b>	<b>Project No.</b>	<b>Rcvd Total</b>
<b>480 MERCER STREET WAREHOUSE</b>	<b>2022-06</b>	<b>\$5,323.85</b>
<b>Football field &amp; Tennis Courts</b>	<b>2025-01</b>	<b>\$1,000.00</b>
<b>Minor Subdivision</b>	<b>2025-02</b>	<b>\$826.85</b>
<b>New Residence-Inspection Fees</b>	<b>207GRANTIF</b>	<b>\$273.00</b>
<b>Total Of All Projects:</b>		<b>\$7,423.70</b>

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Borough of Hightstown  
County of Mercer

Resolution 2025-128

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN APPROVING THE ROCKY BROOK GARDEN CLUB'S BUTTERFLY GARDEN IN ROCKY BROOK PARK**

**WHEREAS**, the Rocky Brook Garden Club ("The Club") has proposed the creation of a butterfly garden in Rocky Brook Park, with the intent of enhancing the park's natural beauty and promoting environmental education and pollinator conservation; and

**WHEREAS**, the Borough Council supports community-led beautification efforts and recognizes the value of such a garden to Borough residents and visitors; and

**WHEREAS**, the Club has agreed to assume all responsibility for the design, materials, installation, and ongoing upkeep of the butterfly garden at no cost to the Borough; and

**WHEREAS**, the Borough's Department of Public Works shall not be responsible for the maintenance of the butterfly garden; and

**WHEREAS**, the Club shall be required to provide a valid Certificate of Insurance annually, naming the Borough of Hightstown as an additional insured; and

**WHEREAS**, the Borough Council reserves the right to rescind this approval at any time should the garden not be maintained in a manner acceptable to the Borough.

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

1. The Rocky Brook Garden Club is hereby granted approval to install and maintain a butterfly garden within Rocky Brook Park, subject to the conditions set forth herein.
2. Hightstown Borough Department of Public Works shall determine the location and size of the garden.
3. Prior to the commencement of any garden construction, The Club shall provide the Borough with a Certificate of Insurance naming the Borough of Hightstown as an additional insured. Thereafter, an updated and current Certificate of Insurance naming the Borough as an additional insured shall be submitted to the Office of the Borough Clerk annually, no later than February 1<sup>st</sup> of each year.
4. The Borough of Hightstown shall not be responsible for any costs or labor associated with the garden, including but not limited to, materials, installation, maintenance, or upkeep.
5. The Borough reserves the right to revoke this approval if the butterfly garden is not properly maintained, as determined by the Department of Public Works, or if the required insurance documentation is not provided as specified.

Borough of Hightstown  
County of Mercer

Resolution 2025-128

6. The Borough shall not be responsible for any costs associated with the garden, whether incurred by The Club at this time or at any point in the future.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on July 7, 2025.

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Margaret Riggio, Borough Clerk

Borough of Hightstown  
County of Mercer

Resolution 2025-138

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL  
AUDIT SERVICES – BOWMAN AND COMPANY**

**WHEREAS**, there exists the need for professional Auditing services for 2025; and

**WHEREAS**, the Borough Council wishes to appoint Daniel DiGangi of the firm Bowman and Company, of Voorhees, New Jersey as Municipal Auditor for the 2025 calendar year; and

**WHEREAS**, the cost for the proposed services, shall not exceed \$56,000.00 without further approval by the Borough Council; and,

**WHEREAS**, funds for this purpose will be made available in the 2025 budget; and,

**WHEREAS**, review and approval of the agreement by the Borough Attorney is pending;  
and

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

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

**WHEREAS**, the anticipated term of this contract is for the remainder of 2025, and until a the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

**WHEREAS**, Bowman and Company has completed and submitted a Business Entity Disclosure Certification pursuant to the Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8).

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

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Daniel DiGangi of the firm Bowman and Company, of Voorhees, New Jersey regarding the above-referenced professional municipal auditing services agreement, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Bowman and Company is a firm whose municipal auditors are

Borough of Hightstown  
County of Mercer

Resolution 2025-138

authorized by law to practice a recognized profession.

3. In accordance with Local Unit Pay-to-Play law (specifically, at N.J.S.A. 19:44A-20.8), the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.
4. A notice of this action shall be published in an official newspaper of the Borough as required by law.
5. A copy of this resolution, the contract and all required documentation shall be on file and available for public inspection in the office of the Borough Clerk during normal business hours.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on July 7, 2025.

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Margaret Riggio, Borough Clerk

Borough of Hightstown  
County of Mercer

Resolution 2025-139

**A RESOLUTION APPROVING NATIONAL NIGHT OUT**

**WHEREAS**, National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live; and

**WHEREAS**, National Night Out enhances the relationship between neighbors and law enforcement while bringing back a true sense of community; and

**WHEREAS**, this year's National Night out will take place, Tuesday, August 5, 2025, from 6:00 p.m. – 8:30 p.m. at Association Park.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Hightstown approves National Night Out as a Borough sponsored event and look forward to continuing the tradition of celebrating our police officers and the community.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on July 7, 2025.

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Margaret Riggio, Borough Clerk

Borough of Hightstown  
County of Mercer

Ordinance 2025-XXX

§ 1 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

**FILMING**

The taking of still or motion pictures either on film or videotape or similar recording medium, for commercial or educational purposes intended for viewing on television, in theaters, major linear broadcast network or streaming platforms, or for institutional uses. The provisions of this chapter shall not be deemed to include the "filming" of news stories within the municipality.

**MAJOR MOTION PICTURE**

Any film which is financed and/or distributed by a major motion picture studio, including but not limited to the following: NBCUniversal, including Peacock; Warner Bros. Discovery, including New Line Cinema, HBO, DC Studios and Castle Rock Entertainment; Paramount Pictures, including Miramax, MTV Films, Showtime, Skydance, Dreamworks and Nickelodeon Movies; Walt Disney Studios, including 20th Century Studios, Searchlight Pictures, Hulu and Marvel Studios; Sony Pictures, including Columbia Pictures, Screen Gems and Tristar Pictures; Amazon MGM Studios; Netflix Studios; A24; any film for which the budget is at least \$20,000,000; or any recurrent weekly television series programming.

**PUBLIC LANDS**

Any and every public street, highway, sidewalk, square, public park or playground or any other public place within the municipality which is within the jurisdiction and control of the municipality.

§ 2 Permit required.

A. No person or organization shall film or permit filming on public or on private property where such filming involves the use of public property for the operation, placement or temporary storage of vehicles or equipment utilized in such filming, including, but not limited to, any temporary structure, barricade or device intended to restrict or block off pedestrian or vehicular traffic, without first having obtained a permit from the office of the Municipal Clerk, which permit shall set forth the approved location of such filming and the approved duration of such filming by specific reference to day or dates. Said permit must be readily available for inspection by township officials at all times at the site of the filming.

B. All permits shall be applied for and obtained from the office of the Municipal Clerk during normal business hours. Applications for such permits shall be in a form approved by the Municipal Clerk and be accompanied by a permit fee in the amount established by this chapter in § 10 herein.

C. If a permit is issued and, due to inclement weather or other good cause, filming does not in fact take place on the dates specified, the Municipal Clerk may, at the request of the applicant, issue a new permit for filming on other dates subject to full compliance with all other provisions of this chapter. No additional fee shall be paid for this permit.

Borough of Hightstown  
County of Mercer

Ordinance 2025-XXX

§ 3 Issuance of permits.

A. No permits will be issued by the Municipal Clerk unless applied for at least 30 or more business days prior to the requested shooting date; provided, however, that the Chief of Police may waive the 30 day period if, in his judgment, the applicant has obtained all related approvals and adjacent property owners or tenants do not need to be notified.

B. No permit shall be issued for filming upon public lands unless the applicant shall provide the municipality with a Certificate of Insurance naming the Borough of Hightstown:

1. Proof of insurance coverage as follows:
  - a) For bodily injury to any one person in the amount of \$500,000 and any occurrence in the aggregate amount of \$1,000,000.
  - b) For property damage for each occurrence in the aggregate amount of \$300,000.
2. An agreement, in writing, whereby the applicant agrees to indemnify and save harmless the municipality from any and all liability, expense, claim or damages resulting from the use of public lands.
3. The hiring of off-duty police officer(s), if required by the Chief of Police, according to the agreed upon public safety plan, for the times indicated on the permit.

C. The holder of the permit shall take all reasonable steps to minimize interference with the free passage of pedestrians and traffic over public lands and shall comply with all lawful directives issued by the Police Department with respect thereto.

§ 4 Interference with public activity; notice of filming.

A. The holder of a permit shall conduct filming in such a manner as to minimize the inconvenience or discomfort to adjoining property owners attributable to such filming and shall, to the extent practicable, abate noise and park vehicles associated with such filming off the public streets.

B. The holder shall avoid any interference with previously scheduled activities upon public lands and limit, to the extent possible, any interference with normal public activity on such public lands. Advance written notice must be provided to all properties within 200 feet of filming location at least 7 days before shooting is scheduled to begin. A 200-foot list may be obtained by contacting the Hightstown Borough Tax Assessor. Proof of service of notification to all affected properties shall be submitted to the Municipal Clerk within three (3) days of the requested shooting date.

§ 5 Refusal to issue permit; employment of patrolmen and electrician.

A. The Borough Administrator may refuse to issue a permit whenever the Administrator determines, on the basis of objective facts and after a review of the application and a report thereon by the Police Department and by other borough agencies involved with the proposed filming site,

Borough of Hightstown  
County of Mercer

Ordinance 2025-XXX

that filming at the location and/or the time set forth in the application would violate any law or ordinance or would unreasonably interfere with the use and enjoyment of adjoining properties, unreasonably impede the free flow of vehicular or pedestrian traffic or otherwise endanger the public's health, safety or welfare.

B. Further, the Borough reserves the right to require one or more on-site off-duty officers in situations where the proposed production may impede the proper flow of traffic, the cost of said off-duty officers to be borne by the applicant as a cost of production. Where existing electrical power lines are to be utilized by the production, an on-site licensed electrician may be similarly required if the production company does not have a licensed electrician on staff.

#### § 6 Appeals.

A. Any person aggrieved by a decision of the Borough Administrator denying or revoking a permit or a person requesting relief may appeal to the Borough Council. A written notice of appeal setting forth the reasons for the appeal shall be filed with the Borough Clerk.

B. An appeal from the decision of the Borough Administrator shall be filed within 10 days of the Administrator's decision. The Borough Council shall set the matter down for a hearing within 30 days of the day on which the notice of appeal was filed with the Borough Clerk. The decision of the Borough Council shall be in the form of a resolution supporting the decision of the Borough Administrator at the first regularly scheduled public meeting of the Borough Council after the hearing on the appeal, unless the appellant agrees in writing to a later date for the decision. If such a resolution is not adopted within the time required, the decision of the Administrator shall be deemed to be reversed, and a permit shall be issued in conformity with the application or the relief shall be deemed denied.

#### § 7 Waiver of requirements of chapter by the Chief of Police.

The Chief of Police may authorize a waiver of any of the requirements, provisions or restrictions of this chapter if the Police Chief determines that a waiver thereof may be granted without endangering the public health, safety and welfare. In determining whether to issue a waiver, the Police Chief shall consider the following factors:

1. Potential traffic congestion at the location.
2. The applicant's ability to remove the applicant's vehicles and equipment from the public streets or other public property.
3. The extent to which the applicant is requesting restrictions on the use of public streets or public parking facilities during filming.
4. The nature of the filming, including whether filming will take place indoors or outdoors, and the proposed hours for filming.
5. The extent to which the filming may affect adjoining and nearby property owners and occupants.

Borough of Hightstown  
County of Mercer

Ordinance 2025-XXX

6. The Borough’s prior experience with the applicant, if any.

§ 8 Copies of permit; inspections.

Copies of the approved permit will be sent to the Police and Fire Departments before filming takes place and to the New Jersey Motion Picture and Television Commission at [njfilm@njeda.gov](mailto:njfilm@njeda.gov). The applicant shall permit the Fire Prevention Bureau and other Borough inspectors to inspect the site and the equipment to be used, if deemed necessary. The applicant shall comply with all safety instruction issued by the Fire Prevention Bureau or other Borough inspectors.

§ 9 Reimbursement of certain costs.

In addition to any other fees or costs mentioned in this chapter, the applicant shall reimburse the Borough for any lost revenue, such as repairs to public property or other revenues that the Borough was prevented from earning because of filming.

§ 10 Fees.

CATEGORY	FEE
Basic filming application (one-time; with 30 or more days advance notice of the first day of filming)	\$100
Expedited basic filming application (one-time; with 29 or less days advance notice of the first day of filming with authorization from the Chief of Police)	\$250
Basic filming permit for nonprofits, including student films (one-time; no daily rate required)	\$25
<b>Daily filming on public property</b>	
Film and television projects with a budget under \$20mm	\$150 per day
Film and television projects with a budget over \$20mm	\$500 per day
Daily filming on private property	NO FEE CHARGED BY MUNICIPALITY
<b>Public Safety</b>	
Hiring of off-duty police and fire inspections, according to agreed upon public safety plan	The municipality’s standard hourly rates for police and fire
Inconvenience fees	
Street closures - less than 10,000 residents	\$1,000 per day
Properties in background - or used - in shot	Fee is negotiated between a production company and a private business or residence

Borough of Hightstown  
County of Mercer

Ordinance 2025-XXX

Daily prep of business that is being “dressed”	Fee is negotiated between a production company and a private business
Daily filming of business that is “dressed”	Fee is negotiated between a production company and a private Business

§ 11 Violations and penalties.

Any person who violates any provision of this chapter shall, upon conviction thereof, be punished by a fine not exceeding \$2,000, imprisonment in the county/municipal jail for a term not exceeding 90 days, or a period of community service not exceeding 90 days, or any combination thereof as determined by the Municipal Court Judge. Each day on which a violation of an ordinance exists shall be considered a separate and distinct violation and shall be subject to imposition of a separate penalty for each day of the violation as the Municipal Court Judge may determine.

DRAFT

Borough of Hightstown  
County of Mercer

Resolution 2025-140

**AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on July 7, 2025, at the Hightstown Firehouse Hall, 140 North Main Street, Hightstown, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

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

Contract Negotiations – Police Substation

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public October 7, 2025, 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.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on July 7, 2025.

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Margaret Riggio, Borough Clerk