

AGENDA
Hightstown Borough Council
August 18, 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 August 4, 2025 – Public Session
August 4, 2025 – Executive Session

Presentation Swearing-In – Officer Robert S. Pitt
MADD (Mother’s Against Drunk Driving) Annual NJ Law Enforcement Recognition of Excellence Award – Presented to Officer Ryan Buck
Proclamation – Keith LePrevost, Hightstown Housing Authority

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

Ordinances **2025-11 Final Reading and Public Hearing** An Ordinance of the Borough of Hightstown, County of Mercer, State of New Jersey, Establishing a New Article 4-14 Entitled “Filming” in the Borough Code to Regulate Commercial Filming in the Borough

2025-12 First Reading and Introduction An Ordinance to Establish Salary Ranges for Certain Officers and Employees of the Borough of Hightstown

Resolutions **2025-160** Authorizing Payment of Bills
2025-161 Awarding a Contract for Improvements to Maxwell Avenue – Earle Asphalt

2025-162 Resolution Authorizing the Mayor and Borough Clerk to Execute a Shared Services Agreement with the Township of Freehold for the Provisions of Public Health Services

Discussion

Subcommittee Reports

Mayor/Council/Administrative Updates

Executive Session Resolution 2025-163 Authorizing a Meeting that Excludes the Public

Contract Negotiations – Personnel

Contract Negotiations – Stormwater Utility

Action may be taken following executive session

Adjournment



BOROUGH OF HIGHTSTOWN

PROCLAMATION

HONORING THE RETIREMENT OF KEITH LEPREVOST

WHEREAS, Keith LePrevost has served as Executive Director of the Hightstown Housing Authority from August 2011 to August 2025, transforming the agency into a model of excellence in affordable housing; and

WHEREAS, during his tenure, the Authority advanced from a “Standard” designation to a “High Performing” rating by the Real Estate Assessment Center for twelve consecutive years, demonstrating superior financial, operational, and maintenance performance; and

WHEREAS, he secured over \$3 million in competitive grants, enabling major improvements and programs, including Resident Gardens, campus-wide landscaping, and enhanced safety through a 39-camera fiber optic security system; and

WHEREAS, the Authority became the first small Housing Authority in the nation to earn Accreditation by the Affordable Housing Accreditation Commission, setting a national benchmark; and

WHEREAS, Mr. LePrevost oversaw significant capital upgrades—modernizing facilities, renovating all units upon turnover, installing over 140 new appliances, replacing infrastructure systems, and adding energy-efficient boilers, LED lighting, and water-saving fixtures; and

WHEREAS, his environmental leadership brought rain gardens, stormwater mitigation systems, and Sustainable Jersey recognition, earning national awards for integrating environmental projects into community learning; and

WHEREAS, he improved emergency preparedness with new generators and a maintenance program, ensuring long-term reliability for residents; and

WHEREAS, his dedication, vision, and tireless advocacy have left a lasting impact on the community.

NOW, THEREFORE, BE IT PROCLAIMED, by the Mayor and Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that we recognize and honor Keith LePrevost for his exemplary service and accomplishments as Executive Director of the Hightstown Housing Authority; and

BE IT FURTHER PROCLAIMED, that we extend our deepest gratitude and warmest congratulations on his retirement, wishing him health, happiness, and success in all future endeavors.

Presented this 18th day of August, 2025

Mayor, Susan Bluth

Joseph Cicalese

Cristina Fowler

Todd Frantz

Jeet Gulati

Joshua Jackson

Frederick Montferrat



Borough of Hightstown
County of Mercer

Ordinance 2025-11

**AN ORDINANCE OF THE BOROUGH OF HIGHTSTOWN, COUNTY OF
MERCER, STATE OF NEW JERSEY, ESTABLISHING A NEW ARTICLE 4-14,
ENTITLED “FILMING” IN THE BOROUGH CODE TO REGULATE
COMMERCIAL FILMING IN THE BOROUGH**

WHEREAS, the Borough of Hightstown finds it necessary to establish a new Article 4-14, entitled “Filming”, in the Borough Code to facilitate and regulate motion picture filming within the Borough and establish “Film Ready” standards; and

WHEREAS, the Borough aims to establish filmmaking regulations that maintain the quality of life of Hightstown residents, while also promoting the Borough as an attractive and desirable filming location for motion pictures and television programs; and

WHEREAS, the new regulations would help support the Borough’s application for “Film Ready” Certification from the New Jersey Motion Picture and Television Commission.

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

Section 1. Article 4-14, presently “Reserved,” of Chapter 4, “General Licensing,” shall be named “Filming,” and shall constitute the following:

§ 4-14-1 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; Lionsgate; any film for which the budget is at least \$20,000,000; or any recurrent weekly television series programming.

PUBLIC LANDS

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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.

§4-14-2. 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 the Borough 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.

§ 4-14-3. 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 as an additional insured:

1. Minimum additional insured insurance coverage as follows:

- a) General Liability of \$1,000,000 per occurrence with \$2,000,000 aggregate.
- b) Medical expenses (any one person) in the amount of \$5,000
- c) Damage to Rented Premises \$100,000.000

2. Additional required proof of insurance:

- a) Provide evidence of auto liability and workers' compensation coverage.

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3. An agreement, in writing, whereby the applicant agrees to indemnify and hold harmless the municipality from any and all liability, expense, claim or damages resulting from the use of public lands.
4. 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.

§ 4-14-4. 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.

§ 4-14-5. Refusal to issue permit; employment of patrolmen and electrician.

A. The Borough Administrator may refuse to approve a permit whenever the Administrator determines, based on information provided by the Police Department and/or other Borough agency, 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, or otherwise create substantial operational or logistical concerns for the Borough.

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 pedestrian or vehicular traffic, the cost of said off-duty officers to be borne by the applicant pursuant to Hightstown Borough Code §2-19-19. Where existing electrical power lines are to be utilized by the production, an on-site licensed electrician shall be required if the production company does not have a licensed electrician on staff.

§ 4-14-6. 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.

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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.

§ 4-14-7. 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.
6. The Borough's prior experience with the applicant, if any.

§ 4-14-8. 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. The applicant shall permit the Fire Prevention Bureau and other Borough inspectors to inspect the site and the equipment to be used. The applicant shall comply with all safety instructions issued by the Fire Prevention Bureau or other Borough inspectors.

§ 4-14-9. 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.

§ 4-14-10. 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
Daily filming on public property	
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
Public Safety	
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	
All Street Closures (State, County and Municipal)	\$1,000 per day
County Road Closure – Authorization must be obtained directly from Mercer County	Fee is set by Mercer County
State Road Closure – Authorization must be obtained directly from New Jersey Department of Transportation	Fee is set by NJDOT
Properties in background - or used - in shot	Fee is negotiated between a production company and a private business or residence
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

§ 4-14-11. Violations and penalties.

Any person who violates any provision of this chapter shall, upon conviction thereof, be punished

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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.

Section 2. Repealer. Any article, section, paragraph, subsection, clause, or other provision of the Code of the Borough of Hightstown, inconsistent with the provisions of this ordinance, is hereby repealed to the extent of such inconsistency, only.

Section 3. Severability. If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

Section 4. Enactment. This ordinance shall become effective immediately after publication in the manner provided by law.

Section 5. Continuation and codification. This ordinance shall be a part of the “Revised General Ordinances of the Borough of Hightstown,” as through codified and fully set forth herein. The Borough Clerk shall have this ordinance codified and incorporated in the official copies of the Borough Code. The Borough Clerk and Borough Attorney are authorized and directed to change any chapter, article and/or section number of the “Revised General Ordinances of the Borough of Hightstown,” in the event that the codification of this ordinance reveals that there is a conflict between the numbers and the existing Code, and in order to avoid confusion and accidental repeal of existing provisions not intended to be repealed.

Introduction: August 4, 2025

Adoption: **PUBLIC HEARING SCHEDULED FOR AUGUST 18, 2025**

ATTEST:

MARGARET RIGGIO, RMC
MUNICIPAL CLERK

SUSAN BLUTH
MAYOR

AN ORDINANCE TO ESTABLISH SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF HIGHTSTOWN

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

Section 1. The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, excluding longevity, whose compensation shall be on an annual basis, is:

	RANGING FROM:	TO:
Mayor	\$5,800.00	\$5,800.00
Councilmember	\$4,600.00	\$4,600.00
Borough Administrator	\$30,000.00	\$145,000.00 <u>\$174,000.00</u>
Borough Clerk	\$40,000.00	\$90,000.00 <u>\$108,000.00</u>
Assistant Borough Administrator	\$40,000.00	\$90,000.00 <u>\$108,000.00</u>
Deputy Borough Clerk	\$30,000.00	\$69,000.00 <u>\$82,800.00</u>
Computer Systems Administrator	\$3,000.00	\$7,000.00 <u>\$8,400.00</u>
Qualified Purchasing Agent (QPA)	\$12,000.00	\$20,000.00 <u>\$24,000.00</u>
Registrar of Vital Statistics	\$2,500.00	\$6,000.00 <u>\$7,200.00</u>
Deputy Registrar of Vital Statistics	\$1,000.00	\$5,000.00 <u>\$6,000.00</u>
Chief Financial Officer	\$2,000.00	\$60,000.00 <u>\$150,000.00</u>
Deputy Chief Financial Officer	\$10,000.00	\$85,000.00 <u>\$102,000.00</u>
Accounts Payable Clerk	\$30,000.00	\$64,000.00 <u>\$76,800.00</u>
Tax/Water/Sewer Collector	\$20,000.00	\$90,000.00 <u>\$108,000.00</u>
Part-Time Tax/Water/Sewer Collector	\$10,000.00	\$27,000.00 <u>\$32,400.00</u>
Deputy Tax/Water/Sewer Collector	\$10,000.00	\$69,000.00 <u>\$82,800.00</u>
Tax/Utility Clerk	\$7,000.00	\$54,000.00 <u>\$64,800.00</u>
Tax Assessor	\$7,500.00	\$25,000.00 <u>\$30,000.00</u>
Municipal Magistrate	\$30,000.00	\$54,000.00 <u>\$64,800.00</u>
Police Chief	\$120,000.00	\$180,000.00

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	RANGING FROM:	TO:
Records Management and System Administrator/ <u>Records Sub-custodian</u> and Administrative Assistant to the Police Department	\$32,000.00	\$70,000.00 <u>\$84,000.00</u>
Planning Board Secretary	\$1,000.00	\$27,000.00 <u>\$32,400.00</u>
Municipal Housing Liaison	\$5,000.00	\$8,000.00 <u>\$96,000.00</u>
*Technical Assistant(included in full-time Construction Code Official)	\$28,000.00	\$43,000.00 <u>\$51,600.00</u>
Construction Code Official(Full time position includes * titles)	\$75,000.00	\$100,000.00 <u>\$120,000.00</u>
Fire Subcode Official	\$3,500.00	\$15,000.00 <u>\$18,000.00</u>
*Building Subcode Official(included in full-time Construction Code Official)	\$3,500.00	\$9,000.00 <u>\$10,800.00</u>
*Building Inspector(included in full-time Construction Code Official)	\$3,500.00	\$6,000.00 <u>\$7,200.00</u>
Zoning Official	\$6,000.00	\$13,000.00 <u>\$15,600.00</u>
Superintendent of Public Works	\$50,000.00	\$146,000.00
Assistant Superintendent of Public Works	\$50,000.00	\$71,000.00 <u>\$85,200.00</u>
Water Plant Superintendent (Part-Time)	\$10,000.00	\$27,000.00
Senior Water Plant Operator	\$35,000.00	\$90,000.00 <u>108,000.00</u>
Superintendent of AWWTP	\$50,000.00	\$150,000.00
Assistant Superintendent of AWWTP	\$45,000.00	\$96,000.00 <u>\$115,200.00</u>
Lab Manager – AWWTP	\$35,000.00	\$85,000.00 <u>\$102,000.00</u>
Health Officer	\$8,000.00	\$20,000.00 <u>\$24,000.00</u>
Secretary Board of Health	\$100.00	\$2,000.00 <u>\$2,400.00</u>
OEM Coordinator	\$2,000.00	\$ 12,000.00 <u>\$14,200.00</u>
Deputy OEM Coordinator	\$2,000.00	\$7,000.00 <u>\$8,400.00</u>

Section 2. The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, whose compensation shall be on an hourly basis, is:

	RANGING FROM:	TO:
Payroll/Benefits Specialist	\$16.00	\$36.00 <u>\$40.00</u>
Executive Administrative Assistant	\$16.00	\$40.00 <u>\$44.00</u>
Administrative Assistant	\$16.00	\$36.00 <u>\$40.00</u>
Public Health Nurse	\$25.00	\$48.00 <u>\$53.00</u>
Senior Public Health Nurse	\$39.00	\$55.00 <u>\$61.00</u>
Special Officer I	\$16.00	\$20.00 <u>\$22.00</u>
Special Officer II	\$18.00	\$32.00 <u>\$36.00</u>
Public Works Foreman	\$17.00	\$43.00 <u>\$48.00</u>
Public Works Heavy Equipment Operator	\$16.00	\$43.00 <u>\$48.00</u>
Public Works Automated Vehicle Operator	\$16.00	\$38.00 <u>\$42.00</u>
Public Works Driver/Laborer	\$16.00	\$38.00 <u>\$42.00</u>
Public Works Laborer	\$16.00	\$38.00 <u>\$42.00</u>
Public Works Municipal Building Maintenance	\$16.00	\$38.00 <u>\$42.00</u>
Public Works Mechanic	\$16.00	\$38.00 <u>\$42.00</u>
Seasonal/Temporary Labor	\$16.00	\$22.00 <u>\$25.00</u>
Assistant Water Plant Operator	\$16.00	\$27.00 <u>\$30.00</u>
Water Plant Operator	\$25.00	\$38.00 <u>\$42.00</u>
Water Plant Lead Operator	\$40.00	\$57.00 <u>\$63.00</u>
AWWTP Maintenance	\$16.00	\$32.00 <u>\$36.00</u>
AWWTP Operator	\$16.00	\$32.00 <u>\$36.00</u>
Recreation Director (part-time)	\$20.00	\$45.00 <u>\$50.00</u>
Assistant Recreation Director (part-time)	\$16.00	\$22.00 <u>\$25.00</u>
Junior Recreation Counselor (part-time)	\$16.00	\$17.00 <u>\$19.00</u>
Housing Inspector	\$16.00	\$38.00 <u>\$42.00</u>
Fire Inspector	\$16.00	\$38.00 <u>\$42.00</u>

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County of Mercer

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	RANGING FROM:	TO:
Building Inspector	\$16.00	\$38.00 <u>\$42.00</u>
Code Enforcement Officer	\$16.00	\$38.00 <u>\$42.00</u>
Fire Officer	\$16.00	\$38.00 <u>\$42.00</u>
Zoning Official	\$16.00	\$38.00 <u>\$42.00</u>
Electric Subcode Official	\$16.00	\$54.00 <u>\$60.00</u>
Plumbing Subcode Official	\$16.00	\$54.00 <u>\$60.00</u>

Section 3. The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, whose compensation shall be on a daily basis, is:

	RANGING FROM:	TO:
School Crossing Guard	\$50	\$75

Section 4. This Ordinance shall take effect after final passage and publication as provided by law.

Section 5. The salary ranges established in this ordinance supersede any established for the same positions in previous salary ordinances and will remain in effect until changed by the adoption of a new or amending Salary Ordinance.

Introduced:

Adopted:

ATTEST:

Margaret Riggio
Municipal Clerk

Susan Bluth
Mayor

Borough of Hightstown
County of Mercer

Resolution 2025-160

AUTHORIZING PAYMENT OF BILLS

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$2,345,738.38 from the following accounts:

Current	\$2,180,090.13
W/S Operating	65,972.92
General Capital	98,103.70
Water/Sewer Capital	0.00
Grant	595.63
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>976.00</u>
Total	<u>\$2,345,738.38</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 August 18, 2025.

Margaret Riggio, Borough Clerk

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

Vendor #	Name			Contract	PO Type				Invoice	1099 Excl
P.O. #	PO Date	Description			Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date		
Item Description	Amount	Charge Account	Acct Description	Type						
A0510	ALL HANDS FIRE EQUIPMENT LLC									
25-00792	06/11/25	HFD BAIL OUT HARNESS								
1 ITEM GM-541NYC-L-REGULAR	\$5,417.28	C-04-55-892-000-444	B	FIRE DEPT SCBA BOTT, BAILOUT KITR		06/11/25	08/12/25		SO118957	N
2 ITEM PTZ-EXO-D031AA00-S30AFF-V	\$8,336.16	C-04-55-892-000-444	B	FIRE DEPT SCBA BOTT, BAILOUT KITR		06/11/25	08/12/25		SO118957	N
3 TRAINING FEES	\$1,700.00	C-04-55-892-000-444	B	FIRE DEPT SCBA BOTT, BAILOUT KITR		06/11/25	08/12/25		SO118957	N
	\$15,453.44									
Vendor Total:	\$15,453.44									
A0025	AT&T MOBILITY									
25-01046	08/05/25	INV 287298218043x07282025								
1 FIRE INSP JULY 2025	\$88.12	5-01-25-256-002-094	B	Computer Service,Support & Software	R	08/05/25	08/12/25		X07282025	N
2 DPW JULY 2025	\$189.64	5-01-31-440-001-079	B	Telephone-VERIZON WIRELESS	R	08/05/25	08/12/25		X07282025	N
4 HPD JULY 2025	\$390.36	5-01-31-440-001-079	B	Telephone-VERIZON WIRELESS	R	08/05/25	08/12/25		X07282025	N
5 HFD JULY 2025	\$229.44	5-01-25-252-002-029	B	Computer Software/Mntc/Equip	R	08/05/25	08/12/25		X07282025	N
6 WTP JULY 2025	\$86.08	5-09-55-501-003-545	B	Telephone-W/S-VERIZON	R	08/05/25	08/12/25		X07282025	N
7 OEM JULY 2025	\$47.64	5-01-25-252-001-199	B	Miscellaneous	R	08/05/25	08/12/25		X07282025	N
8 AWWTP JULY 2025	\$37.23	5-09-55-501-003-545	B	Telephone-W/S-VERIZON	R	08/05/25	08/12/25		X07282025	N
	\$1,068.51									
Vendor Total:	\$1,068.51									
BUCKM005	BUCK MINING & MATERIAL INC									
25-01036	08/04/25	JULY 2025 YARD DISPOSAL								
1 JULY 2025 YARD DISPOSAL	\$214.50	5-01-26-311-001-168	B	Yardwaste	R	08/04/25	08/12/25		1400	N
Vendor Total:	\$214.50									
COMCA010	COMCAST									
25-01045	08/05/25	ETHERNET HPD 07/15/25-08/14/25								
1 ETHERNET HPD 07/15/25-08/14/25	\$195.30	5-01-20-140-001-060	B	Internet Services and Web Services	R	08/05/25	08/12/25		246221633	N
Vendor Total:	\$195.30									

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											
C0087	CUSTOM BANDAG, INC	<i>Account Continued</i>									
1 INV 80257078-TRK #10		\$1,559.56	5-01-26-315-001-132	B	Vehicle Maint. - Public Works	R	08/04/25	08/12/25		80257078	N
	Vendor Total:	\$1,559.56									
DEBLO005	DEBLOCK ENVIRONMENTAL SVCS,LLC										
25-00217	02/14/25				BACK UP OPERATOR FOR AWWTP	B					
8 INV 00013231 JULY 2025		\$500.00	5-09-55-501-002-528	B	Outside Consulting Services (B	R	05/27/25	08/12/25		00013121	N
	Vendor Total:	\$500.00									
D0057	DETAIL MEDIC LLC										
25-01054	08/06/25				HPD VEHICLE MAINTENANCE						
1 HPD VEHICLE MAINTENANCE		\$1,050.00	5-01-26-315-001-131	B	Vehicle Maint. - Police	R	08/06/25	08/13/25		5930	N
	Vendor Total:	\$1,050.00									
E0577	EAST WINDSOR REGIONAL SCHOOL										
25-01023	07/31/25				HB GENERAL FUND 8/15/25	B					
2 HB GENERAL FUND 8/15/25		\$954,091.00	5-01-55-001-000-001	B	School Tax Payable	R	07/31/25	08/12/25		8/15/25	N
	Vendor Total:	\$954,091.00									
ENVIR020	ENVIRONMENTAL PROTECTION &										
25-00298	03/06/25				GRIT & SCREENING RES 2024-187	B					
2 GRIT & SCREENING REMOVAL		\$3,117.07	5-09-55-501-002-540	B	Grit/Screening Disposal-Waste Mgmt	R	03/06/25	08/12/25		58581B	N
	Vendor Total:	\$3,117.07									
Q0176	EUROFINS QC, LLC										
25-01033	08/04/25				WATER ANALYSIS						
1 WATER ANALYSIS INV6300078985		\$197.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	08/04/25	08/12/25		6300078985	N
2 WATER ANALYSIS INV6300078971		\$350.00	5-09-55-501-001-532	B	Outside Testing/Labs	R	08/04/25	08/12/25		6300078971	N
3 WATER ANALYSIS INV6300079512		\$377.50	5-09-55-501-001-532	B	Outside Testing/Labs	R	08/04/25	08/12/25		6300079512	N
		\$925.00									
25-01072	08/11/25				OUTSIDE LAB TESTING						
1 INVOICE #4600178513		\$302.00	5-09-55-501-002-532	B	Outside Lab Testing	R	08/11/25	08/12/25		4600175103	N
2 INVOICE #4600175103		\$302.00	5-09-55-501-002-532	B	Outside Lab Testing	R	08/11/25	08/12/25		4600175103	N
3 INVOICE #4600176927		\$399.00	5-09-55-501-002-532	B	Outside Lab Testing	R	08/11/25	08/12/25		4600176927	N
		\$1,003.00									
	Vendor Total:	\$1,928.00									
FERGU005	FERGUSON ENTERPRISES, LLC										

Vendor #	Name												
P.O. #	PO Date	Description	Contract	PO Type									
Item Description	Amount	Charge Account	Acct Description	Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099	Excl		
FERGU005	FERGUSON ENTERPRISES, LLC	<i>Account Continued</i>											
25-01069	08/11/25	FLG REP KIT,CURB STOP,HYD LOCK											
1 INV 0747810-DUTY REST ZIP FLG	\$83.16	5-09-55-501-001-503	B	Water Plant Maintenance	R	08/11/25	08/12/25		0747810		N		
2 INV 0758184-KINGLOCK HYD LCK	\$147.65	5-09-55-501-001-535	B	Hydrants and Line Repair	R	08/11/25	08/12/25		0758184		N		
3 INV 0750836-BALL CURB ST	\$858.40	5-09-55-501-002-529	B	Sewer Main Repair/Supplies	R	08/11/25	08/12/25		0750836		N		
4 INV 0755587-5-1/4 SAF FLG KIT	\$424.21	5-01-26-290-001-127	B	Street Repair & Maintenance	R	08/11/25	08/12/25		0755587		N		
	\$1,513.42												
	Vendor Total:	\$1,513.42											
GEETA005	GEETANJALI JAIN												
25-01005	07/28/25	MILEAGE REIM 2025 2ND QTR											
1 MILEAGE REIM 2025 2ND QTR	\$234.50	5-01-27-330-001-045	B	Mileage/Travel	R	07/28/25	08/12/25		2ND QTR 2025		N		
	Vendor Total:	\$234.50											
H0126	HIGHTS ELECTRIC MOTOR, INC.												
25-00957	07/17/25	RECIRCULATION PUMP MOTOR											
1 RECIRCULATION PUMP MOTOR	\$1,750.00	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	07/17/25	08/12/25		0960762-IN		N		
2 RECIRCULATION PUMP MOTOR	\$7,432.71	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	07/17/25	08/12/25		0960761-IN		N		
	\$9,182.71												
	Vendor Total:	\$9,182.71											
H0035	HIGHTSTOWN FUEL OIL												
25-01034	08/04/25	DIESEL FUEL FOR EMERGENCY GEN											
1 DIESEL FUEL FOR EMERGENCY GE	\$752.68	5-09-55-501-002-512	B	Motor Fuel	R	08/04/25	08/12/25		F1246221		N		
	Vendor Total:	\$752.68											
H1100	HOME DEPOT CREDIT SERVICES												
25-01017	07/30/25	JULY 2025 INVOICES											
1 INV 1623848-FEIT LED TUBE,	\$149.96	5-01-26-310-001-024	B	Building Maintenance	R	07/30/25	08/12/25		1623848		N		
2 INV 2287791-HUSKY BAG COMBO,	\$36.66	5-01-26-290-001-127	B	Street Repair & Maintenance	R	07/30/25	08/12/25		2287791		N		
3 INV 5283820 HAMMER DRILL BIT ,	\$12.15	5-09-55-501-001-503	B	Water Plant Maintenance	R	07/31/25	08/12/25		5283820		N		
	\$198.77												
	Vendor Total:	\$198.77											
IDEXX005	IDEXX DISTRIBUTION, INC.												
25-00974	07/21/25	COMPARATOR AWWTP											
1 COMPARATOR	\$48.24	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	07/21/25	08/12/25		3181552400		N		

Hightstown Borough Council
 Borough of Hightstown
August 18, 2025 Meeting
 Bill List by Vendor Name

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												
IDEXX005	IDEXX DISTRIBUTION, INC.	<i>Account Continued</i>										
Vendor Total:		\$48.24										
INTER015	INTERSTATE WASTE SERVICES OF											
25-00001	01/06/25		MUNICIPAL RECYCLING 2025			B						
9 INV 11037609 AUGUST 2025		\$13,115.08	5-01-26-311-001-029	B	Recycling Contract co-mingle-paper/cdlR		07/25/25	08/12/25		11037609	N	
Vendor Total:		\$13,115.08										
J0010	JAMMER DOORS											
25-01067	08/11/25		LABOR/PARTS FOR FH CNTR DOOR									
1 INV 53887-LABOR AND PARTS		\$1,490.00	5-01-26-310-001-024	B	Building Maintenance	R	08/11/25	08/12/25		53887	N	
Vendor Total:		\$1,490.00										
J0257	JCP&L											
25-01022	07/30/25		MASTER ACCT 315 6/3/25-7/3/25									
1 100008482788 315 6/3/25-7/1/25		\$62.68	5-09-55-501-002-504	B	Electricity	R	07/30/25	08/12/25		95109799527	N	
2 100009294701 315 6/4/25-7/2/25		\$182.93	5-09-55-501-001-504	B	Electricity	R	07/30/25	08/12/25		95109799527	N	
3 100012445746 315 6/5/25-7/3/25		\$5,662.85	5-09-55-501-001-504	B	Electricity	R	07/30/25	08/12/25		95109799527	N	
4 100012529309 315 6/5/25-7/3/25		\$8,001.83	5-09-55-501-002-504	B	Electricity	R	07/30/25	08/12/25		95109799527	N	
		\$13,910.29										
25-01047	08/06/25		VARIOUS ACCT 7/2/25-7/31/25									
3 100051508677 7/2/25-7/31/25		\$67.90	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95528386661	N	
4 100100104247 7/2/25-7/31/25		\$14.07	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95528386665	N	
5 100051508750 7/2/25-7/31/25		\$120.52	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95528386662	N	
6 100072968868 7/2/25-7/31/25		\$30.13	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95558363620	N	
7 100079096689 7/2/25-7/31/25		\$4.65	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95528386663	N	
		\$237.27										
25-01058	08/06/25		ACT 310 7/4/25-7/31/25									
1 100029000310 7/4/25-7/31/25		\$755.03	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95528386660	N	
2 ADJUSTMENT ON 8/6/2025		22.30-	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95528386660	N	
		\$732.73										
25-01059	08/06/25		ACCT 379 6/3-7/1, 7/2/25-7/31/25									
1 100131110379 02/05/25-03/05/25		\$14.76	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		95498251141	N	
2 REVERSALS 3/31,4/29,6/25		85.76-	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/06/25	08/12/25		94575858037	N	
3 100131110379 03/06/25-04/04/25		\$14.22	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/07/25	08/12/25		94575858037	N	
4 100131110379 04/04/25-05/05/25		\$14.61	5-01-31-430-001-071	B	Electric-Borough Hall	R	08/07/25	08/12/25		94575858037	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
J0257	JCP&L	<i>Account Continued</i>							
5 100131110379	05/06/25-06/02/25	\$15.11 5-01-31-430-001-071	B Electric-Borough Hall	R	08/07/25	08/12/25		95488407338	N
6 100131110379	06/03/25-07/01/25	\$17.68 5-01-31-430-001-071	B Electric-Borough Hall	R	08/07/25	08/12/25		95398487445	N
7 100131110379	07/02/25-07/31/25	\$24.55 5-01-31-430-001-071	B Electric-Borough Hall	R	08/07/25	08/12/25		95528386666	N
		\$15.17							
25-01063	08/08/25	ACCT 122 07/10/25-08/07/25							
1 ACCT 122 07/10/25-08/07/25		\$40.19 5-01-31-430-001-071	B Electric-Borough Hall	R	08/08/25	08/12/25		95508426892	N
	Vendor Total:	\$14,935.65							
J0258	JCP&L (STREET LIGHTING)								
25-01048	08/06/25	ACT 240 & 041 7/2/25-7/31/25							
1 100081608240	7/2/25-7/31/25	\$61.38 5-09-55-501-001-504	B Electricity	R	08/06/25	08/12/25		95528386664	N
2 100086395041	7/2/25-7/31/25	\$22.59 5-01-31-435-001-075	B Street Lighting	R	08/06/25	08/12/25		95528386664	N
		\$83.97							
	Vendor Total:	\$83.97							
JERSE015	JERSEY AUTO SUPPLY INC.								
25-01038	08/04/25	JULY 2025 INVOICES							
1 BLSTR PK MINIATURES INV 309418		\$5.52 5-09-55-501-002-502	B Vehicle Maintenance	R	08/04/25	08/12/25		309418	N
	Vendor Total:	\$5.52							
J0069	JERSEY ELEVATOR LLC								
25-01052	08/06/25	AUG 2025 MAINTENANCE							
1 AUGUST 2025 MAINTENANCE		\$210.07 5-01-26-310-001-029	B Maintenance Contracts	R	08/06/25	08/12/25		INV-361286-J0B3	N
	Vendor Total:	\$210.07							
JTSVA005	JTS VACUUM & SEWING MACHINE								
25-00483	04/16/25	HOSE ASSY							
1 HOSE ASSY INVOICE 1526-1		\$39.99 5-01-26-310-001-024	B Building Maintenance	R	04/16/25	08/12/25		1526-1	N
	Vendor Total:	\$39.99							
J0378	KENNCO LLC								
25-01037	08/04/25	MAY&JULY 2025 CYLINDER RENTAL							
1 INV R30816-MAY 2025 CYLINDER		\$36.60 5-01-26-290-001-050	B DPW Work Equipment	R	08/04/25	08/12/25		R30616	N
2 INV R31419-JUL 2025 CYLINDER		\$36.60 5-01-26-290-001-050	B DPW Work Equipment	R	08/04/25	08/12/25		R31419	N
		\$73.20							
	Vendor Total:	\$73.20							

Vendor #	Name	Description		Contract	PO Type				Invoice	1099 Excl
P.O. #	PO Date	Amount	Charge Account	Acct Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date		
Item Description				Type						
MESSE005	MES SERVICE COMPANY LLC									
25-00791	06/11/25		HFD CARBON 60 TOOL ADAPTER							
1 CYL & VLV CARBON 60		\$1,770.43	C-04-55-904-003-444	B	FIRE DEPT AIR BAGS,VEHICLE STAER	06/11/25	08/13/25		IN2310333	N
2 TOOL ADAPTER		\$727.36	C-04-55-904-003-444	B	FIRE DEPT AIR BAGS,VEHICLE STAER	06/11/25	08/13/25		IN2310333	N
		\$2,497.79								
25-01070	08/11/25		RESCUE TOOLS,REELS RAM CUTTER							
1 RESCUE TOOLS,SERVICE CALL		\$175.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
2 MOC NUT		\$60.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
3 RESCUE TOOLS EXTENTION HOSE		\$165.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
4 RESCUE TOOLS HOSE REEL PM		\$792.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
5 RESCUE TOOLS,SPREADER SERVIK		\$290.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
6 RESCUE TOOLS,CUTTER SERVICE		\$145.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
7 RESCUE TOOL,COMBI SERVICE		\$145.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
8 RESCUE TOOL,RAM TOOL SERVICE		\$475.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
9 RESCUE TOOL,LOW PRESSURE 2 C		\$1,120.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
10 RESCUE TOOL,LOW PRESSURE 1		\$375.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
11 RESCUE TOOL,BATTERY CUTTER		\$500.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
12 RESCUE TOOL,BATTERY RAM		\$175.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
13 RESCUE TOOL,BATTERY COMBI		\$250.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
14 RESCUE TOOL,BATTERY STRONG		\$250.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
15 1 GAL HURST BLUE HYD FLUID		\$215.62	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
16 HOSE WHIPS-BLACK		\$220.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
17 STRAIGHT THREADED SWIVEL		\$56.04	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
18 RESCUE TOOL PIGTAIL REPLACE		\$60.00	5-01-25-252-002-121	B	Preventive Maintenance	08/11/25	08/12/25		INV 2218354	N
		\$5,468.66								
Vendor Total:		\$7,966.45								
M0127	MONMOUTH COUNTY									
25-01056	08/06/25		JULY 2025 ROOSEVELT TIPPING							
1 JULY 2025 ROOSEVELT TIPPING		\$3,026.60	5-01-43-513-001-171	B	Borough of Roosevelt-Tipping Fees	08/06/25	08/13/25		07312025	N
Vendor Total:		\$3,026.60								
M1125	MOUNT'S GARAGE									
25-01029	08/04/25		REPAIR/PARTS/LABOR #3 TAURUS							
1 INV 17961-#3 FORD TAURUS		\$1,967.71	5-01-26-315-001-132	B	Vehicle Maint. - Public Works	08/04/25	08/13/25		17961	N

Hightstown Borough Council
 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											
M1125	MOUNT'S GARAGE	<i>Account Continued</i>									
2 INV 17961-TAX EXEMPT		122.26-	5-01-26-315-001-132	B Vehicle Maint. - Public Works		R	08/04/25	08/13/25		17961	N
		\$1,845.45									
	Vendor Total:	\$1,845.45									
NATIO045	NATIONAL ASSOCIATION OF FIRE										
25-01042	08/04/25										
1 NAFI MEMBERSHIP DUES		\$70.00	5-01-25-256-002-044	B Professional Association Dues		R	08/04/25	08/13/25		JULY282025	N
	Vendor Total:	\$70.00									
N0170	NORCIA CORP.										
25-01066	08/11/25										
1 INV 86042-TRK #10A		\$6,938.13	5-01-26-305-001-034	B Motor Vehicle Parts & Access.		R	08/11/25	08/13/25		86042	N
	Vendor Total:	\$6,938.13									
O0050	ONE CALL CONCEPT INC										
25-01032	08/04/25										
1 JULY 2025 ONE CALL MSGS		\$51.90	5-09-55-501-001-535	B Hydrants and Line Repair		R	08/04/25	08/13/25		5075088	N
	Vendor Total:	\$51.90									
PANTA005	PANTANO NURSERY										
25-01030	08/04/25										
1 INV 484792-AIR PURGE BUBBLE		\$11.12	5-01-28-369-001-139	B Mower Repairs		R	08/04/25	08/13/25		484792	N
2 INV 484792-TAX EXEMPT		0.69-	5-01-28-369-001-139	B Mower Repairs		R	08/04/25	08/13/25		484792	N
		\$10.43									
25-01051	08/06/25										
1 INV 486270-LINE TRMR, BRACKET		\$261.98	5-01-28-369-001-139	B Mower Repairs		R	08/06/25	08/13/25		INV486270	N
	Vendor Total:	\$272.41									
PLOSI005	PLOSIA COHEN LLC										
25-00431	04/02/25										
10 IN REM FORECLOSURES JULY 202		\$448.00	5-01-20-155-001-027	B General Matters		R	04/02/25	08/13/25		54802	N
11 EXPENSE JULY 2025		\$9.35	5-01-20-155-001-027	B General Matters		R	04/02/25	08/13/25		54802	N
		\$457.35									
25-01061	08/08/25										
1 GENERAL 7/1/25-7/31/25		\$3,143.00	5-01-20-155-001-027	B General Matters		R	08/08/25	08/13/25		54801	N
2 COUNCIL MEETINGS 7/7,7/21/25		\$368.00	5-01-20-155-001-029	B Attendance at Council Meetings		R	08/08/25	08/13/25		54801	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											
PLOSI005	PLOSIA COHEN LLC	<i>Account Continued</i>									
3 EXPENSES JULY 2025 INV 54801		\$22.92	5-01-20-155-001-027	B	General Matters	R	08/08/25	08/13/25		54801	N
		\$3,533.92									
25-01062	08/08/25		Billing through 7/31/2025								
1 Rev/research/mod Drive easmnt		\$976.00	133MONMOUT	P	Easement Agreement	R	08/08/25	08/13/25		54863	N
	Vendor Total:	\$4,967.27									
POLYD005	POLYDYNE INC										
25-00224	02/18/25		CLARIFLOC NE-255555 RES2024-31								
5 INV 1947341 07/22/25		\$6,660.00	5-09-55-501-002-544	B	Chemical - Rotary Fanpress Polymer	R	02/18/25	08/13/25		1947341	N
	Vendor Total:	\$6,660.00									
POWER010	POWERFLY PRODUCTS INC										
25-01019	07/30/25		BB 3.STANDARD UNIT INV14585								
1 BB 3.STANDARD UNIT 2 PIECE SET		\$748.00	C-04-55-904-003-444	B	FIRE DEPT AIR BAGS,VEHICLE STAER		07/30/25	08/13/25		14585	N
2 BB 3.0 MASTER UNIT 1 PIECE		\$374.00	C-04-55-904-003-444	B	FIRE DEPT AIR BAGS,VEHICLE STAER		07/30/25	08/13/25		14585	N
3 BB 3.0 STANDARD UNIT 1 PIECE		\$374.00	C-04-55-904-003-444	B	FIRE DEPT AIR BAGS,VEHICLE STAER		07/30/25	08/13/25		14585	N
4 TEAM WNEDY WTR PROOF HEADSE		\$752.00	C-04-55-904-003-444	B	FIRE DEPT AIR BAGS,VEHICLE STAER		07/30/25	08/13/25		14585	N
5 SHIPPING		\$20.00	C-04-55-904-003-444	B	FIRE DEPT AIR BAGS,VEHICLE STAER		07/30/25	08/13/25		14585	N
		\$2,268.00									
	Vendor Total:	\$2,268.00									
REDAR005	RED ARROW TECHNOLOGIES, LLC										
25-01014	07/30/25		MONTHLY SUPPORT PHONE & NETWORK								
1 TECH SUPPORT & SVC AUGUST 202		\$2,245.00	5-01-20-140-001-094	B	Computer Service & Support	R	07/30/25	08/13/25		19102	N
2 INTERNET & WEB AUGUST 2025		\$1,375.00	5-01-20-140-001-060	B	Internet Services and Web Services	R	07/30/25	08/13/25		19102	N
3 TECH SUPPORT INTERNET WEB		\$755.00	5-09-55-501-002-530	B	Computer Software/Maint/Equip	R	07/30/25	08/13/25		19102	N
4 TECH SUPPORT INTERNET WEB		\$550.00	5-09-55-501-001-530	B	Computer Software/Maint/Equip	R	07/30/25	08/13/25		19102	N
		\$4,925.00									
25-01060	08/07/25		VOIP SVCS HFD & MAIN AUG 2025								
1 VOIP SVCS HFD 8/6/25-9/5/25		\$122.39	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		08/07/25	08/13/25		19208	N
2 VOIP SVCS MAIN 8/6/25-9/5/25		\$499.68	5-01-31-440-001-085	B	Telephone-Block Line Systems, LLC LSR		08/07/25	08/13/25		19208	N
		\$622.07									
	Vendor Total:	\$5,547.07									
REDLI010	REDLINE GEAR CLEANING										
25-00928	07/11/25		PPE ADVANCED CLEANING & INSP								

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
REDLI010	REDLINE GEAR CLEANING	<i>Account Continued</i>							
1 PPE ADVANCED CLEANING & INSP		\$4,500.00 5-01-25-252-002-056	B Fire & Other Safety Equipment	R	07/11/25	08/13/25		1195	N
	Vendor Total:	\$4,500.00							
S0161	SAFE-T								
25-00789	06/11/25	FIRE TURN OUT GEAR							
1 ITEM NJHIBO00045		\$27,835.01 C-04-55-904-002-444	B FIRE DEPT SCBA,TURNOUT GEAR,DR		06/11/25	08/13/25		16075	N
2 ITEM NJHIBO00045		\$5,754.91 C-04-55-892-000-444	B FIRE DEPT SCBA BOTT, BAILOUT KIR		06/11/25	08/13/25		16075	N
3 ITEM NJHIBO00046		\$20,925.50 C-04-55-892-000-444	B FIRE DEPT SCBA BOTT, BAILOUT KIR		06/11/25	08/13/25		16075	N
4 ITEM NJHIBO00046		\$13,361.86 C-04-55-898-003-444	B FIRE DP.-SCBA, RESCUE EQUIP,TURR		06/11/25	08/13/25		16075	N
5 ITEM NJHIBO00044		\$2,298.36 C-04-55-898-003-444	B FIRE DP.-SCBA, RESCUE EQUIP,TURR		06/11/25	08/13/25		16075	N
6 ITEM NJHIBO00044		\$5,500.83 C-04-55-900-005-444	B FIRE EQUIP 6 RADIO,8 AED SCBA TLR		06/11/25	08/13/25		16075	N
7 ITEM 7877K		\$2,208.00 C-04-55-900-005-444	B FIRE EQUIP 6 RADIO,8 AED SCBA TLR		06/11/25	08/13/25		15980	N
		\$77,884.47							
	Vendor Total:	\$77,884.47							
S0240	STATE OF N.J.-DEPT OF TREASURY								
25-01024	08/01/25								
1 AUG HEALTH INSURANCE 2025		\$64,869.16 5-01-23-210-003-115	B Medical Ins-Empl Grp Health	R	08/04/25	08/13/25		AUG HEALTH 2025	N
2 AUG HEALTH INSURANCE 2025 WTF		\$3,567.94 5-09-55-501-001-514	B INSURANCE	R	08/04/25	08/13/25		AUG HEALTH 2025	N
3 AUG HEALTH INSURANCE 2025AWM		\$15,210.69 5-09-55-501-002-514	B Insurance	R	08/04/25	08/13/25		AUG HEALTH 2025	N
		\$83,647.79							
	Vendor Total:	\$83,647.79							
S0249	STATE OF NEW JERSEY								
25-01064	08/08/25	2024 UNEMPLOYMENT ASSESMENT							
1 2024 UNEMPLOYMENT ASSESMENT		\$535.01 4-01-23-210-003-115	B Medical Ins-Empl Grp Health	R	08/08/25	08/13/25		YR END 12/2024	N
	Vendor Total:	\$535.01							
S0375	STEVENSON SUPPLY CO.								
25-01011	07/30/25	MULTI PVC CONNECTOR/BASIN/PLG							
1 PVCs NIPPLE COUPLING 90 ELBOW		\$54.96 5-09-55-501-001-503	B Water Plant Maintenance	R	07/30/25	08/13/25		699239	N
2 CATCH BASIN GRATE BOX OUTLET		\$144.81 5-09-55-501-001-503	B Water Plant Maintenance	R	07/30/25	08/13/25		699893	N
		\$199.77							
	Vendor Total:	\$199.77							
R0537	STITCHES N INK								

Hightstown Borough Council
 Borough of Hightstown
 August 18, 2025 Meeting
 List by Vendor Name

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											
R0537	STITCHES N INK	<i>Account Continued</i>									
25-01015	07/30/25			DAWES PARK STAFF T SHIRT							
1 DAWES PARK STAFF T SHIRT		\$54.00	5-01-28-370-002-021	B RECREATION SUMMER PROGRAM	R		07/30/25	08/13/25		24531	N
Vendor Total:		\$54.00									
TMOBI005	T-MOBILE										
25-01009	07/30/25			STOCKTON LOT CAMERA 6/21-7/20							
1 STOCKTON LOT CAMERA 6/21-7/20		\$62.70	5-01-33-195-002-029	B Computer Software/Maint/Equip	R		07/30/25	08/13/25		1657-07212025	N
Vendor Total:		\$62.70									
T0211	TRAP ROCK INDUSTRIES LLC.										
25-01028	08/04/25			ROCKITE							
1 INV 8177575-ROCKITE 4.09TN		\$736.20	5-01-26-290-001-127	B Street Repair & Maintenance	R		08/04/25	08/13/25		8177575	N
Vendor Total:		\$736.20									
TRUST005	TRUSTEES HIGHTSTOWN APOLLO										
25-00994	07/25/25			REFUND OF W/S OVERPAYMENT							
1 REFUND OF W/S OVERPAYMENT		\$1,556.61	5-09-67-004-000-001	B REFUND W/S PAYMENTS	R		07/25/25	08/13/25		RES 2025-148	N
Vendor Total:		\$1,556.61									
TYLER005	TYLER TECHNOLOGIES, INC.										
25-01049	08/06/25			MOBILE EYES ON BOARD							
1 MOBILE EYES ON BOARD CODES		\$88.00	5-01-25-256-002-094	B Computer Service,Support & Software	R		08/06/25	08/13/25		025-519854	N
2 MOBILE EYES INSPECTOR PLUS		\$2,914.08	5-01-25-256-002-094	B Computer Service,Support & Software	R		08/06/25	08/13/25		025-519854	N
		\$3,002.08									
Vendor Total:		\$3,002.08									
USBAN040	U.S. BANK NATIONAL ASSOCIATION										
25-01076	08/12/25			JULY 2025 3508/6091/3105/8670							
1 FBI NATIONAL ACADEMY CARD 609		\$747.00	5-01-25-240-001-118	B OIC Expenses	R		08/12/25	08/13/25		07012025	N
2 FIREARM TRAINING CARD 6091		\$850.00	5-01-25-240-001-042	B Education & Training	R		08/12/25	08/13/25		LNJFRRMSW4B00N	N
3 AMAZON ORDER CARD 3105		\$24.79	5-09-55-501-002-503	B Sewer Plant Maintenance	R		08/12/25	08/13/25		114584596461834	N
4 SEAL KIT & FREIGHT CARD 3105		\$340.94	5-01-26-290-001-127	B Street Repair & Maintenance	R		08/12/25	08/13/25		60000653	N
5 AMAZON ORDER CARD 3105		\$28.87	5-01-28-369-001-139	B Mower Repairs	R		08/12/25	08/13/25		230841250117804	N
6 AMAZON ORDER CARD 3105		\$29.88	5-09-55-501-001-503	B Water Plant Maintenance	R		08/12/25	08/13/25		290133310343439	N
7 ADOBE ACROBAT PRO CARD 3105		\$239.88	5-01-26-310-001-054	B Computer Soft/Maintenance	R		08/12/25	08/13/25		3153470390	N
8 AMAZON ORDER CARD 3105		\$44.40	5-09-55-501-001-503	B Water Plant Maintenance	R		08/12/25	08/13/25		31406912661000	N
9 AMAZON ORDER CARD 3105		\$49.14	5-09-55-501-001-503	B Water Plant Maintenance	R		08/12/25	08/13/25		442154099421005	N

Hightstown Borough Council
 Borough of Hightstown
 August 18, 2025 Meeting
 Bill List by Vendor Name

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
USBAN040		U.S. BANK NATIONAL ASSOCIATION		Account Continued					
10 CONTINENTAL FIRE CARD 3105		\$174.87 5-01-26-290-001-127	B Street Repair & Maintenance	R	08/12/25	08/13/25		S3234	N
11 IDENTOGO CARD 8670		\$25.73 5-01-28-370-002-199	B Miscellaneous	R	08/12/25	08/13/25		496601914221	N
12 STAPLES CARD 8670		\$30.00 5-01-20-125-001-036	B Office Supplies	R	08/12/25	08/13/25		9930995532	N
13 AMAZON ORDER CARD 8670		\$38.98 5-01-20-125-001-036	B Office Supplies	R	08/12/25	08/13/25		452923788066616	N
14 USPS PRIORTY MAIL CARD 8670		\$8.40 5-01-30-421-001-022	B Postage & Express Charges	R	08/12/25	08/13/25		109355187149896	N
15 WALMART ORDER CARD 8670		\$11.16 5-01-20-125-001-036	B Office Supplies	R	08/12/25	08/13/25		200012049999105	N
16 PICTURE SHOW AT EAST CARD 86		\$498.40 5-01-28-370-002-199	B Miscellaneous	R	08/12/25	08/13/25		753006358	N
17 STAPLES ORDER CARD 8670		\$706.48 5-01-20-125-001-036	B Office Supplies	R	08/12/25	08/13/25		7661363561	N
18 PICTURE SHOW AT EAST CARD 86		\$498.40 5-01-28-370-002-199	B Miscellaneous	R	08/12/25	08/13/25		1488495	N
19 PHILADELPHIA ZOO CARD 8670		\$666.00 5-01-28-370-002-199	B Miscellaneous	R	08/12/25	08/13/25		F8EE923F	N
20 AMAZON ORDER CARD 8670		\$490.53 5-09-55-501-002-503	B Sewer Plant Maintenance	R	08/12/25	08/13/25		452923788066616	N
		\$5,503.85							
	Vendor Total:	\$5,503.85							
UNIFI005		UNIFIRST CORPORATION							
25-01041	08/04/25	UNIFORM ADVANTAGE JULY 2025							
1 INV 1260766837 07/03/2025		\$57.68 5-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/04/25	08/13/25		1260766837	N
2 INV 1260770408 07/10/2025		\$57.68 5-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/04/25	08/13/25		1260770408	N
3 INV 1260774010 07/17/2025		\$57.68 5-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/04/25	08/13/25		1260774010	N
4 INV 1260777520 07/24/2025		\$57.68 5-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/04/25	08/13/25		1260777520	N
5 INV 1260781083 07/31/2025		\$57.68 5-09-55-501-002-507	B Uniforms & Safety Equipment	R	08/04/25	08/13/25		1260781083	N
		\$288.40							
	Vendor Total:	\$288.40							
R0112		UNITED SITE SERVICES							
25-00716	05/27/25	PORTABLE RESTROOM FUN FRIDAYS		B					
5 PORTABLE RESTROOM FUN FRIDA\		\$95.63 G-02-41-761-000-000	B Mercer County Local Arts Grant	R	05/27/25	08/13/25		INV5427005	N
25-00717	05/27/25	PORTABLE RESTROOM DAWES PARK		B					
5 PORTABLE RESTROOM DAWES PAF		\$131.26 5-01-28-370-002-021	B RECREATION SUMMER PROGRAM	R	05/27/25	08/13/25		INV5498764	N
	Vendor Total:	\$226.89							
USELE005		US ELECTRICAL SERVICES, INC.							
25-01068	08/11/25	4FTUNI ELECTRONIC BALLAST							
1 INV S128446665.001-4FT UNI		\$53.22 5-01-26-290-001-203	B Light Poles and Repair	R	08/11/25	08/13/25		S128446665.001	N
	Vendor Total:	\$53.22							

Hightstown Borough Council
 Borough of Hightstown
 August 18, 2025 Meeting
 Bill List by Vendor Name

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										
V0019	VERIZON									
25-01044	08/05/25		ACT 741-0001-46	8/1/25-8/31/25						
1 ACT 741-0001-46	8/1/25-8/31/25	\$426.26	5-01-20-140-001-060	B	Internet Services and Web Services	R	08/05/25	08/13/25	01-46-07312025	N
Vendor Total:		\$426.26								
VERIZ015	VERIZON FIOS									
25-01074	08/12/25		ACCT 1-53	8/4/25-9/9/25						
1 ACCT 1-53	8/4/25-9/9/25	\$209.54	5-01-20-140-001-060	B	Internet Services and Web Services	R	08/12/25	08/13/25	115308092025	N
Vendor Total:		\$209.54								
W0071	WASTE MGMT OF NEW JERSEY, INC.									
25-00318	03/11/25		DUMPSTER RES2020-136	TO 7/31/25						
35 07/01/25-07/31/25		\$289.26	5-01-26-305-001-029	B	Contract-Dumpsters	R	03/11/25	08/13/25	3277593-0502-9	N
36 07/01/25-07/31/25		\$579.15	5-01-26-305-001-029	B	Contract-Dumpsters	R	08/07/25	08/13/25	3277591-0502-3	N
37 07/01/25-07/31/25		\$385.74	5-01-26-305-001-029	B	Contract-Dumpsters	R	08/07/25	08/13/25	3277591-0502-3	N
38 07/01/25-07/31/25		\$1,544.38	5-01-26-305-001-029	B	Contract-Dumpsters	R	08/07/25	08/13/25	3277592-0502-1	N
39 07/01/25-07/31/25		\$633.78	5-01-26-305-001-029	B	Contract-Dumpsters	R	08/07/25	08/13/25	3277592-0502-1	N
		\$3,432.31								
Vendor Total:		\$3,432.31								
WEBST005	WEBSTER BANK									
25-01035	08/04/25		INTEREST LOAN PMT DUE	9/1/2025						
1 INTEREST LOAN PMT DUE	9/1/2025	\$4,929.45	5-09-55-522-000-156	B	Bond Interest	R	08/04/25	08/13/25	09/01/2025	N
Vendor Total:		\$4,929.45								

Total Purchase Orders: 77 Total P.O. Line Items: 189 Total List Amount: \$2,345,238.38 Total Void Amount: \$0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total
CURRENT FUND	4-01	\$535.01	\$0.00	\$535.01	\$0.00	\$0.00	\$0.00
CURRENT FUND	5-01	\$2,179,555.12	\$0.00	\$2,179,555.12	\$0.00	\$0.00	\$0.00
	5-09	\$65,972.92	\$0.00	\$65,972.92	\$0.00	\$0.00	\$0.00
	5-21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$976.00
	Year Total:	\$2,245,528.04	\$0.00	\$2,245,528.04	\$0.00	\$0.00	\$976.00
GENERAL CAPITAL	C-04	\$98,103.70	\$0.00	\$98,103.70	\$0.00	\$0.00	\$0.00
	G-02	\$95.63	\$0.00	\$95.63	\$0.00	\$0.00	\$0.00
Total Of All Funds:		\$2,344,262.38	\$0.00	\$2,344,262.38	\$0.00	\$0.00	\$976.00

Project Description	Project No.	Rcvd Total
Easement Agreement	133MONMOUT	\$976.00
Total Of All Projects:		<u>\$976.00</u>

Date: August 18, 2025

To: Mayor and Council

From: Finance Office

Re: Manual Bill List for 8/18/2025

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
				TOTAL \$ -
<u>WATER AND SEWER OPERATING</u>				TOTAL \$ -
<u>ESCROW</u>				TOTAL \$ -
<u>GRANT</u> CHARLES LAURITA	8/13/2025	25-01050	1824	\$ 500.00
				TOTAL \$ 500.00
<u>TRUST- OTHER</u>				TOTAL \$ -
<u>ANIMAL CONTROL TRUST</u>				TOTAL \$ -
<u>LAW ENFORCEMENT TRUST</u>				TOTAL \$ -
<u>UNEMPLOYMENT TRUST</u>				TOTAL \$ -
<u>PUBLIC DEFENDER TRUST</u>				TOTAL \$ -
<u>TAX LIEN TRUST</u>				TOTAL \$ -
<u>GENERAL CAPITAL</u>				TOTAL \$ -
<u>WATER AND SEWER CAPITAL</u>				TOTAL \$ -
MANUAL TOTAL				\$ 500.00

Borough of Hightstown
County of Mercer

Resolution 2025-161

**AWARDING A CONTRACT FOR IMPROVEMENTS TO MAXWELL AVENUE –
EARLE ASPHALT**

WHEREAS, five (5) bids were received on May 15, 2025, for Improvements to Maxwell Avenue; and

WHEREAS, in reviewing the bid documents, it was found that the bids submitted by the two lowest bidders were incomplete as they did not provide a completed listing of subcontractors and did not provide a licensed plumber as was required by the bid checklist. Therefore, in consultation with the Borough Attorney, these bids were considered non-responsive and were rejected in accordance with NJSA 40A:11-13.2e; and

WHEREAS, the Borough Engineer's recommends that a contract for the for Improvements to Maxwell Avenue be awarded to the third lowest bidder, Earle Asphalt of Farmingdale, New Jersey at the price of \$1,698,413.13; and

WHEREAS, this project is partially funded by the New Jersey Department of Transportation Municipal Aid Grant program and the New Jersey Water Bank, and the award of this contract is conditional upon approval by the New Jersey Department of Transportation and the New Jersey DEP, respectively; and

WHEREAS, the Borough Attorney has reviewed the bid documents submitted by Earle Asphalt and has found them to be in order with respect to legal compliance; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for the Improvements Maxwell Avenue be awarded to Earle Asphalt of Farmingdale, New Jersey at the price of \$1,698,413.13.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Earle Asphalt, as set forth herein.

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 August 18, 2025.

Margaret Riggio, Borough Clerk

CERTIFICATION OF FUNDS

I, Donna Condo, CFO of the Borough of Hightstown, certify availability of funds as follows:

Account #	Appropriation Title	Amount

Donna Condo, CFO

DATE



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 13, 2025

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

Re: Award Recommendation
Improvements to Maxwell Avenue
NJDEP Project No. 1104001-013
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1805

Dear Mayor and Council:

Bids were received for the Improvements to Maxwell Avenue Project on Thursday, May 15, 2025. A total of ten (10) bidders obtained plans and specifications and five (5) contractors submitted bids. The bid results are as follows:

	<u>TOTAL BID</u>
1. D'Avellino Construction, Inc. Freehold, New Jersey 07728	\$1,391,028.00
2. P.M. Construction Corp. Hillside, New Jersey 07205	\$1,472,678.12
3. Think Pavers Hardscaping, LLC Mount Royal, New Jersey 08061	\$1,616,828.99*
4. Earle Asphalt Co. Farmingdale, New Jersey 07727	\$1,698,413.13
5. S Brothers, Inc. South River, New Jersey 08882	\$2,095,814.39
6. <i>Engineer's Estimate</i>	\$1,826,982.50

This project is being funded through a FY2021 Municipal Aid Program grant as administered by the New Jersey Department of Transportation (NJDOT) in the amount of \$621,270.00, as well as loan financing through the NJ Water Bank for the water main and service improvements. The Engineer's Estimate for this contract is \$1,826,982.50.

In reviewing the bid documents, it has been found that the bids submitted by D'Avellino Construction, Inc., PM Construction Corp., Think Pavers Hardscaping, LLC, and S. Brothers, Inc. are incomplete as they have not provided a completed Listing of Subcontractors and have not provided a Licensed Plumber as was required by the bid checklist. Therefore, in consultation with the Borough Attorney, these bids are considered non-responsive and must be rejected in accordance with NJSA 40A:11-13.2e.

Therefore, only one bidder has submitted a bid package that satisfies the requirements of the bid. Earle Asphalt Co. of Farmingdale, NJ is the lowest responsive bidder with a bid of \$1,698,413.13. This bid is \$128,569.37 (7.0%) below the Engineer's Estimate. The breakdown of this bid is as follows:

Award Recommendation
Improvements to Maxwell Avenue
NJDEP Project No. 1104001-013
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1805
Page 2 of 2

- Capital Transportation Improvements:	\$ 879,382.22
- Water Improvements:	\$ 757,130.91
- <u>Sewer Improvements:</u>	<u>\$ 61,900.00</u>
TOTAL	\$1,698,413.13

We have reviewed the bid submitted by Earle Asphalt Co. All conditions set forth in the bid proposal have been satisfied and the Contractor is not on the current list of debarred contractors.

Therefore, it is my recommendation that a contract be awarded to Earle Asphalt Co. of Farmingdale, New Jersey for the Improvements to Maxwell Avenue Project in the amount of \$1,698,413.13 subject to the approval of the bid documents by the Borough Attorney and approval by the NJDOT and NJ Water Bank.

By way of this letter, I am returning the original bids to the Clerk.

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

Very truly yours,



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

cc: Dimitri Musing, Borough Administrator
Peggy Riggio, RMC, CMR, Borough Clerk
Mairead Thompson, Administrative Assistant
Ken Lewis, Borough Superintendent of Public Works
Donna Condo, Borough CFO
Jonathan Cohen, Esq., Borough Attorney
Todd Eagleson, NJDOT
John Notte, NJIB
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC
Kelly Pham, EIT, Roberts Engineering Group, LLC



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

Improvements to Maxwell Avenue
Thursday, May 15, 2025 at 11:00 am

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

Summary of Bids Our File No.: H1805			Engineer's Estimate Roberts Engineering Group, LLC 1670 Whitehorse-Hamilton Square Road Hamilton, New Jersey 08690 Phone: (609) 586-1141		D'Avellino Construction Inc. 62 Court Street Freehold, New Jersey 07728 Phone: (732) 462-2500 Fax: (732) 462-5500		P.M. Construction Corp. 1310 Central Avenue Hillside, New Jersey 07205 Phone: (908) 965-2090 Fax: (908) 965-9648		Think Pavers Hardscaping, LLC 125 Kings Highway Mount Royal, New Jersey 08061 Phone: (856) 832-4680 Fax: (856) 832-4681		Earle Asphalt Co. P.O. Box 556 Farmingdale, New Jersey 07727 Phone: (732) 308-1113 Ext. 206 Fax: (732) 308-1034	
Description	Units	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Mobilization	LS	1	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$49,000.00	\$49,000.00	\$14,999.09	\$14,999.09	\$60,000.00	\$60,000.00
2 Clearing Site	LS	1	\$60,000.00	\$60,000.00	\$85,788.00	\$85,788.00	\$250,000.00	\$250,000.00	\$2,000.00	\$2,000.00	\$133,000.00	\$133,000.00
3 Project Video	LS	1	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
4 Traffic Director, Flagger	HOURL	175	\$75.00	\$13,125.00	\$60.00	\$10,500.00	\$1.00	\$175.00	\$140.00	\$24,500.00	\$90.00	\$15,750.00
5 Uniform Traffic Director	HOURL	350	\$140.00	\$49,000.00	\$140.00	\$49,000.00	\$140.00	\$49,000.00	\$140.00	\$49,000.00	\$140.00	\$49,000.00
6 Drums	UNIT	30	\$25.00	\$750.00	\$1.00	\$30.00	\$0.01	\$0.30	\$0.01	\$0.30	\$0.01	\$0.30
7 Traffic Cones	UNIT	30	\$15.00	\$450.00	\$1.00	\$30.00	\$0.01	\$0.30	\$27.00	\$810.00	\$0.01	\$0.30
8 Breakaway Barricade	UNIT	9	\$100.00	\$900.00	\$10.00	\$90.00	\$0.01	\$0.09	\$140.00	\$1,260.00	\$0.01	\$0.09
9 Construction Sign 'B' (60"x30")	UNIT	3	\$200.00	\$600.00	\$50.00	\$150.00	\$0.01	\$0.03	\$185.00	\$555.00	\$500.00	\$1,500.00
10 Construction Sign 'C' (72"x60")	UNIT	5	\$250.00	\$1,250.00	\$100.00	\$500.00	\$0.01	\$0.05	\$440.00	\$2,200.00	\$1,000.00	\$5,000.00
11 Construction Sign 'D' (24"x18")	UNIT	2	\$125.00	\$250.00	\$30.00	\$60.00	\$0.01	\$0.02	\$44.00	\$88.00	\$0.01	\$0.02
12 Construction Sign 'E' (24"x18")	UNIT	2	\$125.00	\$250.00	\$30.00	\$60.00	\$0.01	\$0.02	\$44.00	\$88.00	\$0.01	\$0.02
13 Construction Sign 'F' (24"x18")	UNIT	4	\$125.00	\$500.00	\$30.00	\$120.00	\$0.01	\$0.04	\$225.00	\$900.00	\$0.01	\$0.04
14 Construction Sign 'G' (30"x18")	UNIT	4	\$150.00	\$600.00	\$40.00	\$160.00	\$0.01	\$0.04	\$55.00	\$220.00	\$0.01	\$0.04
15 Construction Sign 'H' (30"x18")	UNIT	4	\$150.00	\$600.00	\$40.00	\$160.00	\$0.01	\$0.04	\$55.00	\$220.00	\$0.01	\$0.04
16 Construction Sign 'I' (30"x18")	UNIT	1	\$150.00	\$150.00	\$40.00	\$40.00	\$0.01	\$0.01	\$55.00	\$55.00	\$0.01	\$0.01
17 Construction Sign 'J' (24"x24")	UNIT	4	\$125.00	\$500.00	\$50.00	\$200.00	\$0.01	\$0.04	\$60.00	\$240.00	\$0.01	\$0.04
18 Construction Sign 'K' (24"x24")	UNIT	4	\$125.00	\$500.00	\$50.00	\$200.00	\$0.01	\$0.04	\$60.00	\$240.00	\$0.01	\$0.04
19 Construction Sign 'L' (48"x48")	UNIT	1	\$175.00	\$175.00	\$100.00	\$100.00	\$0.01	\$0.01	\$235.00	\$235.00	\$500.00	\$500.00
20 Inlet Filter, Type 2	UNIT	9	\$200.00	\$1,800.00	\$100.00	\$900.00	\$0.01	\$0.09	\$98.00	\$882.00	\$150.00	\$1,350.00
21 Excavation, Test Pit	CY	550	\$300.00	\$165,000.00	\$140.00	\$77,000.00	\$200.00	\$110,000.00	\$155.00	\$85,250.00	\$25.00	\$13,750.00
22 Stump Removal	UNIT	2	\$750.00	\$1,500.00	\$400.00	\$800.00	\$1,000.00	\$2,000.00	\$367.00	\$734.00	\$650.00	\$1,300.00
23 Tree Removal, Over 6' to 12' Diameter	UNIT	6	\$1,000.00	\$6,000.00	\$500.00	\$3,000.00	\$1,000.00	\$6,000.00	\$3,900.00	\$23,400.00	\$750.00	\$4,500.00
24 Tree Removal, Over 18" to 24" Diameter	UNIT	3	\$1,500.00	\$4,500.00	\$1,000.00	\$3,000.00	\$3,000.00	\$9,000.00	\$3,900.00	\$11,700.00	\$1,125.00	\$3,375.00
25 Tree Removal, Over 30" to 36" Diameter	UNIT	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00	\$3,900.00	\$3,900.00	\$1,500.00	\$1,500.00
26 Tree Planting, 2" Cal.	UNIT	10	\$1,000.00	\$10,000.00	\$500.00	\$5,000.00	\$900.00	\$9,000.00	\$1,200.00	\$12,000.00	\$500.00	\$5,000.00
27 Type 'B' Inlet with Bicycle Safe Frame and Grate	UNIT	2	\$4,500.00	\$9,000.00	\$5,500.00	\$11,000.00	\$4,000.00	\$8,000.00	\$7,000.00	\$14,000.00	\$6,000.00	\$12,000.00
28 Type 'E' Inlet with Bicycle Safe Frame and Grate	UNIT	1	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$4,000.00	\$4,000.00	\$7,000.00	\$7,000.00	\$5,900.00	\$5,900.00
29 Bicycle Safe Frame and Grate, Type 'B'	UNIT	6	\$750.00	\$4,500.00	\$1,600.00	\$9,600.00	\$1,000.00	\$6,000.00	\$1,350.00	\$8,100.00	\$425.00	\$2,550.00
30 10" Type 'N' Eco Curb Piece	UNIT	6	\$750.00	\$4,500.00	\$500.00	\$3,000.00	\$900.00	\$3,000.00	\$450.00	\$2,700.00	\$675.00	\$4,050.00
31 8" Type 'N' Eco Curb Piece	UNIT	1	\$650.00	\$650.00	\$600.00	\$600.00	\$900.00	\$900.00	\$410.00	\$410.00	\$675.00	\$675.00
32 4" Type 'N' Eco Curb Piece	UNIT	3	\$500.00	\$1,500.00	\$500.00	\$1,500.00	\$500.00	\$1,500.00	\$360.00	\$1,080.00	\$675.00	\$2,025.00
33 Manhole Frame and Cover, Storm	UNIT	1	\$1,000.00	\$1,000.00	\$600.00	\$600.00	\$1,000.00	\$1,000.00	\$825.00	\$825.00	\$1,050.00	\$1,050.00
34 6" HDPE Storm Pipe	LF	725	\$90.00	\$65,250.00	\$95.00	\$68,875.00	\$60.00	\$43,500.00	\$97.00	\$70,325.00	\$85.00	\$61,625.00
35 Connect to Existing Inlet	UNIT	1	\$750.00	\$750.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$2,400.00	\$2,400.00	\$2,150.00	\$2,150.00
36 8" HDPE Water Main	LF	1,185	\$140.00	\$165,900.00	\$100.00	\$118,500.00	\$80.00	\$94,800.00	\$135.00	\$159,975.00	\$290.50	\$344,242.50
37 1" Type K Copper Water Service	LF	1,500	\$90.00	\$135,000.00	\$70.00	\$105,000.00	\$20.00	\$30,000.00	\$110.00	\$165,000.00	\$12.50	\$18,750.00
38 3/4" Type K Copper Water Service	LF	2,800	\$125.00	\$350,000.00	\$60.00	\$168,000.00	\$20.00	\$56,000.00	\$62.00	\$173,600.00	\$40.00	\$112,000.00
39 Curb Valve and Box	UNIT	24	\$750.00	\$18,000.00	\$800.00	\$19,200.00	\$1,500.00	\$36,000.00	\$600.00	\$14,400.00	\$3,500.00	\$84,000.00
40 Fire Hydrant Assembly, Complete	UNIT	4	\$10,000.00	\$40,000.00	\$10,000.00	\$40,000.00	\$8,000.00	\$32,000.00	\$11,000.00	\$44,000.00	\$12,500.00	\$50,000.00
41 6" Wet Tap and Valve	UNIT	1	\$8,500.00	\$8,500.00	\$3,500.00	\$3,500.00	\$8,000.00	\$8,000.00	\$7,000.00	\$7,000.00	\$12,500.00	\$12,500.00
42 8"x8" Cut-In Tee	UNIT	1	\$7,000.00	\$7,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$1,800.00	\$1,800.00	\$7,500.00	\$7,500.00
43 8" Gate Valve	UNIT	4	\$3,000.00	\$12,000.00	\$3,000.00	\$12,000.00	\$4,000.00	\$16,000.00	\$5,000.00	\$20,000.00	\$4,000.00	\$16,000.00
44 8" Insertion Valve	UNIT	1	\$11,000.00	\$11,000.00	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$14,500.00	\$14,500.00	\$15,000.00	\$15,000.00
45 6" Insertion Valve	UNIT	1	\$9,000.00	\$9,000.00	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$13,000.00	\$13,000.00	\$12,403.41	\$12,403.41
46 8"x6" Reducer	UNIT	1	\$1,500.00	\$1,500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$900.00	\$900.00	\$635.00	\$635.00
47 6" Cap	UNIT	4	\$900.00	\$3,600.00	\$500.00	\$2,000.00	\$900.00	\$3,600.00	\$1,100.00	\$4,400.00	\$900.00	\$3,600.00
48 8"x8"x6" Tee	UNIT	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$4,400.00	\$4,400.00	\$1,250.00	\$1,250.00
49 Permanent Trench Restoration	LF	35	\$250.00	\$8,750.00	\$100.00	\$3,500.00	\$200.00	\$7,000.00	\$115.00	\$4,025.00	\$85.00	\$2,975.00
50 Permanent Trench Restoration	LF	25	\$150.00	\$3,750.00	\$100.00	\$2,500.00	\$200.00	\$5,000.00	\$145.00	\$3,625.00	\$75.00	\$1,875.00
51 Remove and Fill Existing Manhole	UNIT	1	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00	\$4,300.00	\$4,300.00	\$2,500.00	\$2,500.00
52 4' Diameter Precast Manhole with Frame and Cover, Sanitary Sewer	UNIT	3	\$8,000.00	\$24,000.00	\$7,000.00	\$21,000.00	\$5,000.00	\$15,000.00	\$16,000.00	\$48,000.00	\$10,500.00	\$31,500.00
53 Manhole Frame and Cover, Sanitary	UNIT	8	\$1,000.00	\$8,000.00	\$400.00	\$3,200.00	\$2,000.00	\$8,000.00	\$625.00	\$5,000.00	\$1,050.00	\$8,400.00
54 8" PVC Sanitary Sewer Main	LF	25	\$200.00	\$5,000.00	\$250.00	\$6,250.00	\$500.00	\$12,500.00	\$165.00	\$4,125.00	\$350.00	\$8,750.00
55 Concrete Encasement	LF	25	\$125.00	\$3,125.00	\$155.00	\$3,875.00	\$900.00	\$22,500.00	\$93.00	\$2,325.00	\$20.00	\$500.00
56 Connect to Existing Manhole	UNIT	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$2,400.00	\$2,400.00	\$2,000.00	\$2,000.00
57 6"x8"x18" Concrete Vertical Curb	LF	2,205	\$44.00	\$97,020.00	\$37.00	\$81,585.00	\$40.00	\$88,200.00	\$38.00	\$83,790.00	\$55.00	\$121,275.00
58 8"x9"x18" Concrete Vertical Curb	LF	75	\$60.00	\$4,500.00	\$40.00	\$3,000.00	\$100.00	\$3,000.00	\$108.00	\$8,100.00	\$60.00	\$4,500.00
59 8"x10"x36" Concrete Vertical Curb	LF	85	\$100.00	\$8,500.00	\$58.00	\$4,930.00	\$40.00	\$8,500.00	\$57.00	\$4,845.00	\$135.00	\$11,475.00
60 Brick Paver Sidewalk	SY	2	\$100.00	\$200.00	\$100.00	\$200.00	\$1,000.00	\$2,000.00	\$0.01	\$0.02	\$200.00	\$400.00
61 Concrete Sidewalk, 4" Thick	SY	761	\$120.00	\$91,320.00	\$81.00	\$61,641.00	\$130.00	\$98,930.00	\$108.00	\$82,188.00	\$100.00	\$76,100.00
62 Reinforced Concrete Sidewalk, 6" Thick	SY	300	\$135.00	\$40,500.00	\$85.00	\$25,500.00	\$200.00	\$60,000.00	\$182.00	\$54,600.00	\$140.00	\$42,000.00
63 Hot Mix Asphalt Driveway, 2" Thick	SY	200	\$75.00	\$15,000.00	\$25.00	\$5,000.00	\$100.00	\$20,000.00	\$25.00	\$5,000.00	\$65.00	\$13,000.00
64 Stone Driveway	SY	100	\$50.00	\$5,000.00	\$20.00	\$2,000.00	\$50.00	\$5,000.00	\$85.00	\$8,500.00	\$35.00	\$3,500.00
65 Brick Paver Driveway	SY	5	\$100.00	\$500.00	\$125.00	\$625.00	\$100.00	\$500.00	\$217.00	\$1,085.00	\$200.00	\$1,000.00
66 Detectable Warning Surface	SY	12	\$450.00	\$5,400.00	\$200.00	\$2,400.00	\$600.00	\$7,200.00	\$318.00	\$3,816.00	\$400.00	\$4,800.00
67 Excavation, Unclassified, 12" Depth or Less	SY	675	\$25.00	\$16,875.00	\$30.00	\$20,250.00	\$1.00	\$675.00	\$54.00	\$36,450.00	\$20.00	\$13,500.00
68 Pavement Milling, 3" or Less	SY	6,840	\$4.75	\$32,490.00	\$4.00	\$27,360.00	\$4.00	\$27,360.00	\$4.00	\$27,360.00	\$9.88	\$67,579.20
69 HMA Pavement Repair	SY	680	\$50.00	\$34,000.00	\$50.0							



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

Improvements to Maxwell Avenue
Thursday, May 15, 2025 at 11:00 am

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

Summary of Bids Our File No.: H1805			Engineer's Estimate Roberts Engineering Group, LLC 1670 Whitehorse-Hamilton Square Road Hamilton, New Jersey 08690 Phone: (609) 586-1141		S Brothers P.O. Box 317 South River, New Jersey 08882 Phone: (732) 446-3390 Fax: (732) 446-0076		ConstructConnect 3825 Edwards Street, Suite 700 Cincinnati, Ohio 45209 Phone: (800) 364-2059 Fax: (866) 570-8187		MSP Construction Corporation 19-B Minnekaoning Road Flemington, New Jersey 08822 Phone: (973) 465-9222 Fax: (973) 465-5586		Pillari Bros. Construction Corp. 65 Squankum Yellowbrook Road Farmingdale, New Jersey 07727 Phone: (732) 938-4550 Fax: (732) 938-3198	
Description	Units	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Mobilization	LS	1	\$60,000.00	\$60,000.00	\$37,340.00	\$37,340.00						
2 Clearing Site	LS	1	\$60,000.00	\$60,000.00	\$213,840.00	\$213,840.00						
3 Project Video	LS	1	\$5,000.00	\$5,000.00	\$2,200.00	\$2,200.00						
4 Traffic Director, Flagger	HOURL	175	\$75.00	\$13,125.00	\$1.00	\$175.00						
5 Uniform Traffic Director	HOURL	350	\$140.00	\$49,000.00	\$140.00	\$49,000.00						
6 Drums	UNIT	30	\$25.00	\$750.00	\$0.01	\$0.30						
7 Traffic Cones	UNIT	30	\$15.00	\$450.00	\$6.00	\$180.00						
8 Breakaway Barricade	UNIT	9	\$100.00	\$900.00	\$0.01	\$0.09						
9 Construction Sign 'B' (60"x30")	UNIT	3	\$200.00	\$600.00	\$250.00	\$750.00						
10 Construction Sign 'C' (72"x60")	UNIT	5	\$250.00	\$1,250.00	\$250.00	\$1,250.00						
11 Construction Sign 'D' (24"x18")	UNIT	2	\$125.00	\$250.00	\$10.00	\$20.00						
12 Construction Sign 'E' (24"x18")	UNIT	2	\$125.00	\$250.00	\$10.00	\$20.00						
13 Construction Sign 'F' (24"x18")	UNIT	4	\$125.00	\$500.00	\$10.00	\$40.00						
14 Construction Sign 'G' (30"x18")	UNIT	4	\$150.00	\$600.00	\$10.00	\$40.00						
15 Construction Sign 'H' (30"x18")	UNIT	4	\$150.00	\$600.00	\$10.00	\$40.00						
16 Construction Sign 'I' (30"x18")	UNIT	1	\$150.00	\$150.00	\$10.00	\$10.00						
17 Construction Sign 'J' (24"x24")	UNIT	4	\$125.00	\$500.00	\$10.00	\$40.00						
18 Construction Sign 'K' (24"x24")	UNIT	4	\$125.00	\$500.00	\$10.00	\$40.00						
19 Construction Sign 'L' (48"x48")	UNIT	1	\$175.00	\$175.00	\$10.00	\$10.00						
20 Inlet Filter, Type 2	UNIT	9	\$200.00	\$1,800.00	\$30.00	\$270.00						
21 Excavation, Test Pit	CY	550	\$300.00	\$165,000.00	\$148.00	\$81,400.00						
22 Stump Removal	UNIT	2	\$750.00	\$1,500.00	\$1,100.00	\$2,200.00						
23 Tree Removal, Over 6" to 12" Diameter	UNIT	6	\$1,000.00	\$6,000.00	\$1,500.00	\$9,000.00						
24 Tree Removal, Over 18" to 24" Diameter	UNIT	3	\$1,500.00	\$4,500.00	\$2,500.00	\$7,500.00						
25 Tree Removal, Over 30" to 36" Diameter	UNIT	1	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00						
26 Tree Planting, 2" Cal.	UNIT	10	\$1,000.00	\$10,000.00	\$1,300.00	\$13,000.00						
27 Type 'B' Inlet with Bicycle Safe Frame and Grate	UNIT	2	\$4,500.00	\$9,000.00	\$4,800.00	\$9,600.00						
28 Type 'E' Inlet with Bicycle Safe Frame and Grate	UNIT	1	\$5,000.00	\$5,000.00	\$3,500.00	\$3,500.00						
29 Bicycle Safe Frame and Grate, Type 'B'	UNIT	6	\$750.00	\$4,500.00	\$1,600.00	\$9,600.00						
30 10" Type 'N' Eco Curb Piece	UNIT	6	\$750.00	\$4,500.00	\$465.00	\$2,790.00						
31 8" Type 'N' Eco Curb Piece	UNIT	1	\$650.00	\$650.00	\$450.00	\$450.00						
32 4" Type 'N' Eco Curb Piece	UNIT	3	\$500.00	\$1,500.00	\$450.00	\$1,350.00						
33 Manhole Frame and Cover, Storm	UNIT	1	\$1,000.00	\$1,000.00	\$1,600.00	\$1,600.00						
34 6" HDPE Storm Pipe	LF	725	\$90.00	\$65,250.00	\$62.00	\$44,950.00						
35 Connect to Existing Inlet	UNIT	1	\$750.00	\$750.00	\$800.00	\$800.00						
36 8" HDPE Water Main	LF	1,185	\$140.00	\$165,900.00	\$168.00	\$199,080.00						
37 1" Type K Copper Water Service	LF	1,500	\$90.00	\$135,000.00	\$148.00	\$222,000.00						
38 3/4" Type K Copper Water Service	LF	2,800	\$125.00	\$350,000.00	\$140.00	\$392,000.00						
39 Curb Valve and Box	UNIT	24	\$750.00	\$18,000.00	\$960.00	\$23,040.00						
40 Fire Hydrant Assembly, Complete	UNIT	4	\$10,000.00	\$40,000.00	\$11,200.00	\$44,800.00						
41 6" Wet Tap and Valve	UNIT	1	\$8,500.00	\$8,500.00	\$17,200.00	\$17,200.00						
42 8"x8" Cut-In Tee	UNIT	1	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00						
43 8" Gate Valve	UNIT	4	\$3,000.00	\$12,000.00	\$11,700.00	\$46,800.00						
44 8" Insertion Valve	UNIT	1	\$11,000.00	\$11,000.00	\$19,320.00	\$19,320.00						
45 6" Insertion Valve	UNIT	1	\$9,000.00	\$9,000.00	\$17,128.00	\$17,128.00						
46 8"x8" Reducer	UNIT	1	\$1,500.00	\$1,500.00	\$3,060.00	\$3,060.00						
47 8" Cap	UNIT	4	\$500.00	\$2,000.00	\$1,200.00	\$4,800.00						
48 8"x8"x6" Tee	UNIT	1	\$1,000.00	\$1,000.00	\$2,790.00	\$2,790.00						
49 Permanent Trench Restoration	LF	35	\$250.00	\$8,750.00	\$100.00	\$3,500.00						
50 Permanent Trench Restoration	LF	25	\$150.00	\$3,750.00	\$126.00	\$3,150.00						
51 Remove and Fill Existing Manhole	UNIT	1	\$1,000.00	\$1,000.00	\$6,300.00	\$6,300.00						
52 4' Diameter Precast Manhole with Frame and Cover, Sanitary Sewer	UNIT	3	\$8,000.00	\$24,000.00	\$8,200.00	\$24,600.00						
53 Manhole Frame and Cover, Sanitary	UNIT	8	\$1,000.00	\$8,000.00	\$1,760.00	\$14,080.00						
54 8" PVC Sanitary Sewer Main	LF	25	\$200.00	\$5,000.00	\$240.00	\$6,000.00						
55 Concrete Encasement	LF	25	\$125.00	\$3,125.00	\$300.00	\$7,500.00						
56 Connect to Existing Manhole	UNIT	1	\$1,000.00	\$1,000.00	\$1,800.00	\$1,800.00						
57 8"x8"x18" Concrete Vertical Curb	LF	2,205	\$43.00	\$94,815.00	\$42.00	\$92,610.00						
58 8"x9"x18" Concrete Vertical Curb	LF	75	\$60.00	\$4,500.00	\$48.00	\$3,600.00						
59 8"x10"x36" Concrete Vertical Curb	LF	85	\$100.00	\$8,500.00	\$34.00	\$28,900.00						
60 Brick Paver Sidewalk	SY	2	\$100.00	\$200.00	\$200.00	\$400.00						
61 Concrete Sidewalk, 4" Thick	SY	761	\$120.00	\$91,320.00	\$125.00	\$95,125.00						
62 Reinforced Concrete Sidewalk, 6" Thick	SY	300	\$135.00	\$40,500.00	\$130.00	\$39,000.00						
63 Hot Mix Asphalt Driveway, 2" Thick	SY	200	\$75.00	\$15,000.00	\$20.00	\$4,000.00						
64 Stone Driveway	SY	100	\$50.00	\$5,000.00	\$1.00	\$100.00						
65 Brick Paver Driveway	SY	5	\$100.00	\$500.00	\$200.00	\$1,000.00						
66 Detectable Warning Surface	SY	12	\$450.00	\$5,400.00	\$400.00	\$4,800.00						
67 Excavation, Unclassified, 12" Depth or Less	SY	675	\$25.00	\$16,875.00	\$20.00	\$13,500.00						
68 Pavement Milling, 3" or Less	SY	6,840	\$4.75	\$32,490.00	\$7.00	\$47,880.00						
69 HMA Pavement Repair	SY	680	\$50.00	\$34,000.00	\$30.00	\$20,400.00						
70 Tack Coat	GAL	733	\$3.00	\$2,199.00	\$7.00	\$5,131.00						
71 Hot Mix Asphalt Surface Course 9.5M64, 2" Thick	TON	890	\$100.00	\$89,000.00	\$109.00	\$97,010.00						
72 Hot Mix Asphalt Leveling Course 9.5M64, Variable Thickness	TON	123	\$100.00	\$12,300.00	\$72.00	\$8,856.00						
73 Hot Mix Asphalt Base Course 19M64, 6" Thick	TON	115	\$100.00	\$11,500.00	\$109.00	\$12,535.00						
74 Select Fill	CY	70	\$20.00	\$1,400.00	\$1.00	\$70.00						
75 Compacted Dense Graded Aggregate, 6" Thick	SY	130	\$20.00	\$2,600.00	\$1.00	\$130.00						
76 1-1/2" Clean Stone, If & Where Directed	CY	50	\$20.00	\$1,000.00	\$1.00	\$50.00						
77 30"x30" Regulatory Sign, R1-1 'Stop'	UNIT	5	\$400.00	\$2,000.00	\$300.00	\$1,500.00						
78 18"x6" Regulatory Plaque, R1-3P 'All Way'	UNIT	3	\$250.00	\$750.00	\$60.00	\$180.00						
79 30"x24" Regulatory Sign, R2-1 'Speed Limit 25'	UNIT	4	\$350.00	\$1,400.00	\$260.00	\$1,040.00						
80 30"x30" Regulatory Sign, R5-1 'Do Not Enter'	UNIT	1	\$400.00	\$400.00	\$280.00	\$280.00						
81 30"x30" Regulatory Sign, R9-20 'Bicycle Allowed Use of Full Lane'	UNIT	7	\$400.00	\$2,800.00	\$280.00	\$1,960.00						
82 30"x24" Regulatory Sign, R10-11a 'No Turn on Red'	UNIT	1	\$350.00	\$350.00	\$280.00	\$280.00						
83 30"x24" Regulatory Sign, R12-1 'Weight Limit 3 Tons'	UNIT	2	\$350.00	\$700.00	\$260.00	\$520.00						
84 18"x12" Regulatory Sign, 'No Stopping or Standing'	UNIT	3	\$250.00	\$750.00	\$225.00	\$675.00						
85 24"x24" Warning Sign, W11-1 'Bicycle'	UNIT	7	\$350.00	\$2,450.00	\$285.00	\$1,995.00						
86 30"x30" Warning Sign, W12-1 'Double Arrow'	UNIT	1	\$400.00	\$400.00	\$285.00	\$285.00						
87 30"x30" Warning Sign, W15-2 'Watch Children'	UNIT	2	\$400.00	\$800.00	\$285.00	\$570.00						
88 Street Signs	UNIT	4	\$500.00	\$2,000.00	\$9.00	\$36.00						
89 Traffic Marking, 24" Wide White	LF	596	\$5.00	\$2,980.00	\$3.00	\$1,788.00						
90 Traffic Marking, 8" Wide White	LF	605	\$2.50	\$1,512.50	\$2.50	\$1,512.50						
91 Traffic Marking, Symbol, Shared Lane Marking	SF	198	\$7.00	\$1,386.00	\$60.00	\$11,880.00						
92 Long Life Epoxy Resin Curb Marking, Yellow	LF	715	\$7.00	\$5,005.00	\$3.00	\$2,145.00						
93 Traffic Striping, 4" Wide Yellow	LF	300	\$2.50	\$750.00	\$2.00	\$600.00						
94 Topsoiling, 5" Thick	SY	875	\$4.00	\$3,500.00	\$0.01	\$8.75						
95 Fertilizing and Seeding, Type A-3	SY	875	\$5.00	\$4,375.00	\$0.01	\$8.75						
96 Fuel Price Adjustment	DOLLAR	6,500	\$1.00	\$6,500.00	\$1.00	\$6,500.00						
97 Asphalt Price Adjustment	DOLLAR	4,000	\$1.00	\$4,000.00	\$1.00	\$4,000.00						
98 Allowance	DOLLAR	20,000	\$1.00	\$20,000.00	\$1.00	\$20,000.00						
Total Cost:				\$1,826,982.50	Total Cost:	\$2,095,814.39	Total Cost:	No Bid Received	Total Cost:	No Bid Received	Total Cost:	No Bid Received

Bid is rejected due to violation of NJAC 40A:11-16 (Plumbing Subcontractor)



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

Improvements to Maxwell Avenue
Thursday, May 15, 2025 at 11:00 am

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

Summary of Bids Our File No.: H1805			Engineer's Estimate Roberts Engineering Group, LLC 1670 Whitehorse-Hamilton Square Road Hamilton, New Jersey 08690 Phone: (609) 586-1141		Richard T. Barrett Paving Contractor, Inc. 400 Prospect Street Trenton, New Jersey 08618 Phone: (609) 882-2236 Fax: (609) 396-0572		Z Brothers Concrete, Inc. 304 Jernee Mill Road Sayreville, New Jersey 08872 Phone: (732) 257-8087 Fax: (732) 613-5291	
Description	Units	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Mobilization	LS	1	\$60,000.00	\$60,000.00				
2 Clearing Site	LS	1	\$60,000.00	\$60,000.00				
3 Project Video	LS	1	\$5,000.00	\$5,000.00				
4 Traffic Director, Flagger	HOUR	175	\$75.00	\$13,125.00				
5 Uniform Traffic Director	HOUR	350	\$140.00	\$49,000.00				
6 Drums	UNIT	30	\$25.00	\$750.00				
7 Traffic Cones	UNIT	30	\$15.00	\$450.00				
8 Breakaway Barricade	UNIT	9	\$100.00	\$900.00				
9 Construction Sign 'B' (60"x30")	UNIT	3	\$200.00	\$600.00				
10 Construction Sign 'C' (72"x60")	UNIT	5	\$250.00	\$1,250.00				
11 Construction Sign 'D' (24"x18")	UNIT	2	\$125.00	\$250.00				
12 Construction Sign 'E' (24"x18")	UNIT	2	\$125.00	\$250.00				
13 Construction Sign 'F' (24"x18")	UNIT	4	\$125.00	\$500.00				
14 Construction Sign 'G' (30"x18")	UNIT	4	\$150.00	\$600.00				
15 Construction Sign 'H' (30"x18")	UNIT	4	\$150.00	\$600.00				
16 Construction Sign 'I' (30"x18")	UNIT	1	\$150.00	\$150.00				
17 Construction Sign 'J' (24"x24")	UNIT	4	\$125.00	\$500.00				
18 Construction Sign 'K' (24"x24")	UNIT	4	\$125.00	\$500.00				
19 Construction Sign 'L' (48"x48")	UNIT	1	\$175.00	\$175.00				
20 Inlet Filter, Type 2	UNIT	9	\$200.00	\$1,800.00				
21 Excavation, Test Pit	CY	550	\$300.00	\$165,000.00				
22 Stump Removal	UNIT	2	\$750.00	\$1,500.00				
23 Tree Removal, Over 6" to 12" Diameter	UNIT	6	\$1,000.00	\$6,000.00				
24 Tree Removal, Over 18" to 24" Diameter	UNIT	3	\$1,500.00	\$4,500.00				
25 Tree Removal, Over 30" to 36" Diameter	UNIT	1	\$2,000.00	\$2,000.00				
26 Tree Planting, 2" Cal.	UNIT	10	\$1,000.00	\$10,000.00				
27 Type 'B' Inlet with Bicycle Safe Frame and Grate	UNIT	2	\$4,500.00	\$9,000.00				
28 Type 'E' Inlet with Bicycle Safe Frame and Grate	UNIT	1	\$5,000.00	\$5,000.00				
29 Bicycle Safe Frame and Grate, Type 'B'	UNIT	6	\$750.00	\$4,500.00				
30 10" Type 'N' Eco Curb Piece	UNIT	6	\$750.00	\$4,500.00				
31 8" Type 'N' Eco Curb Piece	UNIT	1	\$650.00	\$650.00				
32 4" Type 'N' Eco Curb Piece	UNIT	3	\$500.00	\$1,500.00				
33 Manhole Frame and Cover, Storm	UNIT	1	\$1,000.00	\$1,000.00				
34 6" HDPE Storm Pipe	LF	725	\$90.00	\$65,250.00				
35 Connect to Existing Inlet	UNIT	1	\$750.00	\$750.00				
36 8" HDPE Water Main	LF	1,185	\$140.00	\$165,900.00				
37 1" Type K Copper Water Service	LF	1,500	\$90.00	\$135,000.00				
38 3/4" Type K Copper Water Service	LF	2,800	\$125.00	\$350,000.00				
39 Curb Valve and Box	UNIT	24	\$750.00	\$18,000.00				
40 Fire Hydrant Assembly, Complete	UNIT	4	\$10,000.00	\$40,000.00				
41 6" Wet Tap and Valve	UNIT	1	\$8,500.00	\$8,500.00				
42 8"x8" Cut-In Tee	UNIT	1	\$7,000.00	\$7,000.00				
43 8" Gate Valve	UNIT	4	\$3,000.00	\$12,000.00				
44 8" Insertion Valve	UNIT	1	\$11,000.00	\$11,000.00				
45 6" Insertion Valve	UNIT	1	\$9,000.00	\$9,000.00				
46 8"x6" Reducer	UNIT	1	\$1,500.00	\$1,500.00				
47 6" Cap	UNIT	4	\$500.00	\$2,000.00				
48 8"x8"x6" Tee	UNIT	1	\$1,000.00	\$1,000.00				
49 Permanent Trench Restoration	LF	35	\$250.00	\$8,750.00				
50 Permanent Trench Restoration	LF	25	\$150.00	\$3,750.00				
51 Remove and Fill Existing Manhole	UNIT	1	\$1,000.00	\$1,000.00				
52 4' Dimater Precast Manhole with Frame and Cover, Sanitary Sewer	UNIT	3	\$8,000.00	\$24,000.00				
53 Manhole Frame and Cover, Sanitary	UNIT	8	\$1,000.00	\$8,000.00				
54 8" PVC Sanitary Sewer Main	LF	25	\$200.00	\$5,000.00				
55 Concrete Encasement	LF	25	\$125.00	\$3,125.00				
56 Connect to Existing Manhole	UNIT	1	\$1,000.00	\$1,000.00				
57 6"x8"x18" Concrete Vertical Curb	LF	2,205	\$43.00	\$94,815.00				
58 8"x9"x18" Concrete Vertical Curb	LF	75	\$60.00	\$4,500.00				
59 8"x10"x36" Concrete Vertical Curb	LF	85	\$100.00	\$8,500.00				
60 Brick Paver Sidewalk	SY	2	\$100.00	\$200.00				
61 Concrete Sidewalk, 4" Thick	SY	761	\$120.00	\$91,320.00				
62 Reinforced Concrete Sidewalk, 6" Thick	SY	300	\$135.00	\$40,500.00				
63 Hot Mix Asphalt Driveway, 2" Thick	SY	200	\$75.00	\$15,000.00				
64 Stone Driveway	SY	100	\$50.00	\$5,000.00				
65 Brick Paver Driveway	SY	5	\$100.00	\$500.00				
66 Detectable Warning Surface	SY	12	\$450.00	\$5,400.00				
67 Excavation, Unclassified, 12" Depth or Less	SY	675	\$25.00	\$16,875.00				
68 Pavement Milling, 3" or Less	SY	6,840	\$4.75	\$32,490.00				
69 HMA Pavement Repair	SY	680	\$50.00	\$34,000.00				
70 Tack Coat	GAL	733	\$3.00	\$2,199.00				
71 Hot Mix Asphalt Surface Course 9.5M64, 2" Thick	TON	890	\$100.00	\$89,000.00				
72 Hot Mix Asphalt Leveling Course 9.5M64, Variable Thickness	TON	123	\$100.00	\$12,300.00				
73 Hot Mix Asphalt Base Course 19M64, 6" Thick	TON	115	\$100.00	\$11,500.00				
74 Select Fill	CY	70	\$20.00	\$1,400.00				
75 Compacted Dense Graded Aggregate, 6" Thick	SY	130	\$20.00	\$2,600.00				
76 1.1/2" Clean Stone, If & Where Directed	CY	50	\$20.00	\$1,000.00				
77 30"x30" Regulatory Sign, R1-1 'Stop'	UNIT	5	\$400.00	\$2,000.00				
78 18"x6" Regulatory Plaque, R1-3P 'All Way'	UNIT	3	\$250.00	\$750.00				
79 30"x24" Regulatory Sign, R2-1 'Speed Limit 25'	UNIT	4	\$350.00	\$1,400.00				
80 30"x30" Regulatory Sign, R5-1 'Do Not Enter'	UNIT	1	\$400.00	\$400.00				
81 30"x30" Regulatory Sign, R9-20 'Bicycle Allowed Use of Full Lane'	UNIT	7	\$400.00	\$2,800.00				
82 30"x24" Regulatory Sign, R10-11a 'No Turn on Red'	UNIT	1	\$350.00	\$350.00				
83 30"x24" Regulatory Sign, R12-1 'Weight Limit 3 Tons'	UNIT	2	\$350.00	\$700.00				
84 18"x12" Regulatory Sign, 'No Stopping or Standing'	UNIT	3	\$250.00	\$750.00				
85 24"x24" Warning Sign, W11-1 'Bicycle'	UNIT	7	\$350.00	\$2,450.00				
86 30"x30" Warning Sign, W12-1 'Double Arrow'	UNIT	1	\$400.00	\$400.00				
87 30"x30" Warning Sign, W15-2 'Watch Children'	UNIT	2	\$400.00	\$800.00				
88 Street Signs	UNIT	4	\$500.00	\$2,000.00				
89 Traffic Marking, 24" Wide White	LF	596	\$5.00	\$2,980.00				
90 Traffic Marking, 8" Wide White	LF	605	\$2.50	\$1,512.50				
91 Traffic Marking, Symbol, Shared Lane Marking	SF	198	\$7.00	\$1,386.00				
92 Long Life Epoxy Resin Curb Marking, Yellow	LF	715	\$7.00	\$5,005.00				
93 Traffic Striping, 4" Wide Yellow	LF	300	\$2.50	\$750.00				
94 Topsoiling, 5" Thick	SY	875	\$4.00	\$3,500.00				
95 Fertilizing and Seeding, Type A-3	SY	875	\$5.00	\$4,375.00				
96 Fuel Price Adjustment	DOLLAR	6,500	\$1.00	\$6,500.00				
97 Asphalt Price Adjustment	DOLLAR	4,000	\$1.00	\$4,000.00				
98 Allowance	DOLLAR	20,000	\$1.00	\$20,000.00				
Total Cost:				\$1,826,982.50	Total Cost:	No Bid Received	Total Cost:	No Bid Received

I hereby certify that this is a true copy of the bids received on May 15, 2025.


Carmela Roberts, P.E., C.M.E., C.P.W.M.
NJ License No. 34419

Borough of Hightstown
County of Mercer

Resolution 2025-162

RESOLUTION AUTHORIZING THE MAYOR AND BOROUGH CLERK TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF FREEHOLD FOR THE PROVISION OF PUBLIC HEALTH SERVICES

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes municipalities to enter into agreements to share services in order to reduce costs and improve efficiency; and

WHEREAS, the Borough of Hightstown wishes to enter into a Shared Services Agreement with the Township of Freehold, whereby the Township of Freehold will provide comprehensive public health services to the Borough of Hightstown, including the services of a licensed Health Officer and support to the Borough's Board of Health; and

WHEREAS, these services shall include, but are not limited to: environmental and sanitation inspections, communicable disease control, emergency response, immunization programs, public health nursing, health education, clerical support, attendance at Board of Health meetings, management and oversight of public health programs, and enforcement of applicable public health laws and regulations; and

WHEREAS, the term of the Agreement shall be January 1, 2026 through December 31, 2027 at an annual cost of \$57,268.00 for 2026 and \$59,272.00 for 2027, payable in quarterly installments; and

WHEREAS, the Mayor and Council find that entering into this Agreement with the Township of Freehold is in the best interest of the Borough and its residents; and

WHEREAS, funds for this agreement will be made available in the 2026 and 2027 budgets.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, that the Mayor and Borough Clerk are hereby authorized and directed to execute the Shared Services Agreement with the Township of Freehold for the provision of public health services and that a copy of the executed Agreement shall be kept on file in the Office of the Borough Clerk.

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 August 18, 2025.

Margaret Riggio, Borough Clerk

**SHARED SERVICES AGREEMENT
FREEHOLD TOWNSHIP & HIGHTSTOWN BOROUGH
PUBLIC HEALTH SERVICES**

This Agreement, made this 1st day of January, 2026 between the Township of Freehold, a municipal corporation of the State of New Jersey, hereinafter referred to as “Provider,”

And the Borough of Hightstown, a municipal corporation of the State of New Jersey, hereinafter referred to as “Recipient.”

Whereas, the parties desire to contract for the furnishing of public health services of a technical and professional nature by the provider to the recipients, pursuant to N.J.S.A. 26:3A2-1, et seq. and N.J.S.A. 40A:65-1 et seq., and

Now, therefore, in consideration of the terms and conditions hereinafter set forth, the parties agree as follows:

1. The Provider shall provide a duly licensed Health Officer, Registered Environmental Health Specialists and specialized regional public health expertise to meet N.J.A.C. 8:52, the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey. The provider shall also administer and enforce relevant sections of N.J.S.A., Title 26 and Title 58.
2. The Licensed Health Officer shall provide leadership and actively manage all staff and Department activities related to the Public Health Services Agreement. Activities include: ensure appropriate coordination, enforcement and response to public health problems; attend all local Board of Health meetings; provide expertise and perform duties requested by the appropriate bodies and/or officers of Hightstown Borough; manage and oversee Departmental budget, if appropriate, to ensure efficient and effective use of resources; actively develop and maintain partnerships with community leaders to more effectively serve residents; ensure a competent, credentialed and cross-trained workforce; and assist in the development of local policies and programs that are consistent with community needs.
3. The Provider shall conduct environmental, sanitation and safety programs, covered under Health Department Regulatory Statutes, including retail food establishments, campgrounds, youth camps, public and semi-private recreational bathing places, daycare facilities, body art facilities, pet shops and pet adoption locations, animal boarding facilities and kennels, tanning salons, timely investigations of environmental complaints or concerns raised by the Borough or the public, review of building plans for proposed establishments that are subject to the sanitation codes, including work with local Building Code Officials with permits and construction inspections, assistance to the Planning and Zoning Boards with review of applications and provide information relevant to potential environmental and public health issues, as needed and enforcement as required for compliance with public health laws and ordinances

4. The Provider shall conduct septic system regulation and management program compliance with State Regulations including plan review of proposed systems and issuance of permits (if and when applicable); installation inspections and issuance of certificates of compliance; response to septic malfunctions and overflows; oversight and review of septic repairs; enforcement proceedings, as necessary and, if appropriate, property re-certifications related to well and septic systems.
5. Provider shall respond to public health emergencies in accordance with applicable State and Federal requirements. Services will be to maintain mechanism for 24-hour emergency communication, seven days per week, including holidays; work with Hightstown Office of Emergency Management to plan and respond to local health emergencies; and ensure coordination of public health activities during an emergency.
6. Provider shall provide a communicable disease report and surveillance program and will monitor health status of the Borough; document and conduct prompt investigations of all reportable diseases; investigate disease outbreaks; analyze reported data to plan and evaluate infectious disease program; and report and investigate all cases of animal bites.
7. Immunizations of school age children and older adults shall be provided. Services will include support to schools with implementing and enforcing immunization requirements; annual immunization audits; and public immunization clinics for seasonal flu.
8. Provider will coordinate and assure the provision of public health nursing services to Hightstown Borough; activities and services shall provide the core public health functions, as required by N.J.A.C. 8:52-7.2.
9. A health education and health promotion program shall be provided that is designed to facilitate behavioral and environmental adaptations to protect or improve health of Hightstown residents.
10. Provider will coordinate with the Borough on the implementation of a Rabies Vaccination Clinic. Activities shall include vaccine management, completion of required State forms, coordination of veterinarian services and the provision of on-site personnel. The Recipient shall assure joint collaboration for the Rabies clinic, which includes setting the date, location and time for the clinic, the provision of direct compensation to the veterinarian and clinic advertisement to the community.
11. Provider shall provide clerical services to include receiving and routing routine calls; answering resident questions; acting as a contact liaison for public health and related issues; maintaining Borough public health files; coordinating clinics and community-related public health activities and issuing permits for wells, septic systems and other facilities as necessary.
12. The Provider shall provide the services specified from January 1, 2026 through December 31, 2027 at the following costs:

January – December, 2026	\$14,317.00/quarterly - \$57,268.00 for 2026
January – December, 2027	\$14,818.00/quarterly - \$59,272.00 for 2027

11. Either party may withdraw from this Agreement by providing ninety (90) days written notice to the other.

Liability

Each party agrees to release and hold harmless the other party for any indirect, incidental, exemplary, punitive or other consequential damages, whether or not foreseeable, including, but not limited to, damages for the loss of data, goodwill or profits, arising out of or in relation to this Agreement, even if advised beforehand of the possibility of such liability. Each party shall release and hold harmless the other party, its officers, employees and agents from any such claims and losses arising out of or in connection with the services provided pursuant to this Agreement.

In witness whereof, the parties hereunto set their hands and seals or caused this document to be signed by their proper officers and their corporate seals to be hereto affixed as of the day and the year first shown above.

CLERK, TOWNSHIP OF FREEHOLD

MAYOR, TOWNSHIP OF FREEHOLD

SECRETARY, BOARD OF HEALTH
TOWNSHIP OF FREEHOLD

CHAIRPERSON, BOARD OF HEALTH
TOWNSHIP OF FREEHOLD

CLERK, BOROUGH OF HIGHTSTOWN

MAYOR, BOROUGH OF HIGHTSTOWN

Borough of Hightstown
County of Mercer

Resolution 2025-163

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on August 18, 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 – Personnel

Contract Negotiations – Stormwater Utility

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public November 18, 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 August 18, 2025.

Margaret Riggio, Borough Clerk