

**AGENDA**  
**Hightstown Borough Council**  
**January 20, 2026 | 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**            December 15, 2025 – Public Session  
January 5, 2026 – Reorganization Meeting

**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**                            **2026-01 First Reading and Introduction** Ordinance Authorizing the Grant of a Non-Exclusive Driveway Easement Running with the Land Over a Portion of Borough-Owned Property Adjacent to 133 Monmouth Street (Block 13, Lot 23) and Approving the Driveway Easement Agreement as Exhibit 1

**Resolutions**                           **2026-38** Authorizing Payment of Bills  
**2026-39** Rescinding Resolution 2025-228 and Approving and Authorizing Execution of the New Memorandum of Agreement and Collective Bargaining Agreement with FOP Lodge 140, Rank and File  
**2026-40** Resolution of the Borough of Hightstown, in the County of Mercer, Amending Resolution 2025-208 to expand the Study Area to Include All of Block 39 and Authorizing and Directing the Borough Planning Board to Determine Whether Such Area Constitutes an Area in Need of Redevelopment

**Consent Agenda**                      **2026-41** Approving Change Order No. 1 for the Maxwell Avenue Improvement Project – Earle Asphalt

**2026-42** Approving Payment No. 1 to Earle Asphalt Company for Improvements to Maxwell Avenue

**2026-43** Resolution Making and Confirming Prosecutor and Public Defender for 2026

**2026-44** Declaring Personal Property Surplus No Longer Needed for Public Use

**2026-45** Appointing Matthew Wagner as Fire Subcode Official

**2026-46** Appointing and Authorizing an Agreement for Special Counsel – Ronald P. Mondello, Esq.

**Discussion**

Economic Development Committee

Construction/Housing Fee Ordinance Changes

Cannabis Advisory Committee Recommendation

**Subcommittee Reports**

**Mayor/Council/Administrative Updates**

**Adjournment**

Borough of Hightstown  
County of Mercer

Ordinance 2026-01

**ORDINANCE AUTHORIZING THE GRANT OF A NON-EXCLUSIVE  
DRIVEWAY EASEMENT RUNNING WITH THE LAND OVER A PORTION  
OF BOROUGH-OWNED PROPERTY ADJACENT TO 133 MONMOUTH  
STREET (BLOCK 13, LOT 23) AND APPROVING THE DRIVEWAY  
EASEMENT AGREEMENT AS EXHIBIT 1**

**WHEREAS**, the Borough of Hightstown (“Borough”) is the owner in fee of certain public right-of-way lands along Monmouth Street and Cranbury Station Road, including the area immediately adjoining Block 13, Lot 23, commonly known as 133 Monmouth Street; and

**WHEREAS**, the existing driveway, sidewalk area, grass strip, and a small portion of the structure located at 133 Monmouth Street encroach into Borough-owned land, as depicted in the professional survey materials prepared by Roberts Engineering Group and as further described in the metes-and-bounds description attached as Schedule A to the Driveway Easement Agreement; and

**WHEREAS**, these existing conditions have been evaluated by the Borough Engineer for purposes of access management, sight-triangle compliance, and public safety at the intersection of Monmouth Street and Cranbury Station Road; and

**WHEREAS**, the Borough Engineer determined that the property owner’s continued ability to access the home’s driveway requires formal recognition of an easement reflecting the as-built layout and the practical necessity of ingress and egress at that location; and

**WHEREAS**, the grant of a driveway easement will regularize the existing encroachment, protect the Borough’s property rights by clearly limiting the easement to its defined purpose and area, assign responsibility for maintenance, insurance, and indemnification to the Grantee, and ensure compliance with the Borough Engineer’s sight-triangle requirements; and

**WHEREAS**, pursuant to the Local Lands and Buildings Law, N.J.S.A. 40A:12-1 et seq., a municipality may not convey any interest in real property, including easements, unless authorized by ordinance; and

**WHEREAS**, although the Municipal Land Use Law governs development approvals, the authority to alienate or encumber municipal real property remains exclusively governed by the Local Lands and Buildings Law; and

**WHEREAS**, the Borough Council has reviewed the Driveway Easement Agreement attached hereto as Exhibit 1, including its internal Schedules A, B, and C, and finds that the Agreement accurately describes the nature, limits, and obligations associated with the easement; and

**WHEREAS**, the Borough Council finds that granting a non-exclusive driveway easement running with the land, consistent with the terms of Exhibit 1, is in the best interests of the Borough.

Borough of Hightstown  
County of Mercer

Ordinance 2026-01

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

1. The Borough hereby authorizes the conveyance of a non-exclusive driveway easement running with the land over a portion of Borough-owned property adjacent to Block 13, Lot 23, as fully described in the metes-and-bounds description contained in Schedule A to Exhibit 1, which is incorporated herein by reference.
2. The Borough Council hereby approves the Driveway Easement Agreement attached hereto as Exhibit 1, including its internal schedules and diagrams. The Mayor, Borough Clerk, and all necessary Borough officials are authorized to execute the Agreement on behalf of the Borough, together with any certifications, acknowledgments, or additional documents required to effectuate the conveyance.
3. The easement conveys only the limited rights of access, use, and maintenance expressly set forth in Exhibit 1 and does not convey any fee simple interest in Borough-owned property. All rights not expressly granted therein are reserved to the Borough.
4. The consideration for the easement shall be One Dollar (\$1.00) and the Grantee's assumption of all obligations contained in Exhibit 1, including but not limited to maintenance, indemnification, insurance naming the Borough as an additional insured, and compliance with all Borough Engineer requirements.
5. Upon execution by all parties, the Borough Clerk is authorized and directed to arrange for recording of Exhibit 1 in the Office of the Clerk of Mercer County.
6. The Borough Council hereby determines that granting this easement serves a valid public purpose, including ensuring safe traffic movements, preserving municipal right-of-way integrity, creating enforceable property-use limitations, and establishing clear obligations for maintenance, insurance, and indemnification.
7. If any section or subsection of this Ordinance is determined to be invalid, the remaining provisions shall remain in full force and effect.
8. This Ordinance shall take effect upon final passage and publication according to law.

INTRODUCED:

ADOPTED:

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MARGARET RIGGIO  
BOROUGH CLERK

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SUSAN BLUTH  
MAYOR

# Exhibit 1

## DRIVEWAY EASEMENT

This Driveway Easement is made this \_\_\_ day of \_\_\_\_\_, 2025 between the Borough of Hightstown, 156 Bank Street, Hightstown, NJ 08520 (“Grantor”) and Bikram mahara, whose address is 133 Monmouth Street, Hightstown, NJ 08520 (“Grantee”). The Parties hereby agree as follows:

The term “Driveway Easement,” for the purpose of this Agreement shall mean the driveway, sidewalk, grass and portion of the house on the property located at 133 Monmouth Street, Hightstown Borough, New Jersey 08520.

The Grantor, its successors and assigns, hereby grant and convey to the Grantee a Driveway Easement for the limited purpose set forth in this Agreement. The tax map reference for the premises is Borough of Hightstown, County of Mercer Block 13, Lot 23.

1. Grantor, in consideration of the covenants and agreements hereinafter cited and for the sum of One Dollar (\$1.00), the receipt of which is hereby acknowledged, does hereby give, grant and convey unto Grantee and its successor and assigns a Driveway Easement and a free, uninterrupted and unobstructed path in, across and over the property of Grantor. The easement is as described by metes and bounds as set forth in Schedule A attached hereto and as shown on the Monmouth Street drawing attached hereto as Schedule B.

2. This Driveway Easement conveys to Grantee the right to utilize the driveway, sidewalk, grass and portion of the house located at 133 Monmouth Street, Hightstown Borough, New Jersey 08520.
3. The Grantee, while being given right to access the easement in question for the limited purpose of utilizing the driveway, sidewalk, grass and portion of the house on the property located at 133 Monmouth Street, Hightstown Borough, New Jersey 08520, shall make no material changes or alterations to the location, size, or layout of the driveway, sidewalk, grass and portion of the house within the easement area without prior express written approval of the Grantor.
4. The Grantor shall not construct, install, alter or cause to be constructed, installed or altered any improvements within the described premises which will interfere or impede in any way with Grantee's ability to use this easement.
5. The Grantor shall take no action or make any improvements to the premises which would void or otherwise adversely affect the Grantee's right to the limited use of the premises for ingress and egress to the property at 133 Monmouth, Hightstown Borough, New Jersey 08520.
6. Grantee shall have the right to maintain the existing driveway within the easement area. Any installation, expansion or material alteration of the driveway shall require the prior written consent of the Grantor. The driveway shall remain consistent with

the configuration shown on the approved Driveway Easement Plan on file with the Borough. No expansion beyond that configuration is permitted without the Grantor's written approval.

7. Grantee shall secure and maintain in effect, at its sole cost and expense, a policy of comprehensive general liability insurance or equivalent homeowner's liability coverage with limits of not less than \$1,000,000 per occurrence. The policy shall name the Borough of Hightstown as an additional insured, and the Grantee shall provide the Grantor with a current Certificate of Insurance ("COI") evidencing such coverage on an annual basis, no later than January 31 of each calendar year, or at any time upon request by the Borough. Grantee shall also maintain the driveway, sidewalk, and grass area within the easement area in good condition and repair.
8. Failure to maintain and properly utilize, as set forth in this document, the driveway, sidewalk, grass and portion of the house area located within the easement area in a condition reasonably satisfactory to the Grantor shall constitute a material breach of this Easement Agreement, which may result in revocation of the easement unless cured to the Borough's reasonable satisfaction within 30 days after notification of the issue.
9. The Grantee shall not park or permit any vehicle to be parked in the driveway area in a manner that obstructs the line-of-sight for vehicles turning onto Monmouth Street as set out in the diagram and measurements that have been determined by the Borough Engineer. The Grantee shall be responsible to know the measurement of the sight

triangle as it affects the driveway and shall agree to ensure that vehicles are parked appropriately. The parties agree that the attached engineer's diagram attached hereto as Schedule C accurately reflects the subject property and sight triangle measurements.

10. Grantee shall indemnify, defend, and hold the Grantor harmless from and against any and all claims, liabilities, damages, losses, costs, and expenses (including reasonable attorney's fees) arising out of or related to the use, construction, repair, maintenance, or replacement of the driveway, grass, and any portion of the house located within the easement area, including, without limitation, claims made by contractors, vendors, adjoining property owners, or any individuals or entities accessing such areas.

This obligation includes all claims arising from the use of the easement, except to the extent such claims result from the Grantor's sole negligence. The indemnification obligations set forth herein shall be deemed covenants running with the land, shall bind all successors and assigns of the Grantee, shall survive any sale, transfer, or conveyance of the Property, and the Grantee shall ensure that any subsequent purchaser is advised of and agrees in writing to be bound by these obligations as a condition of sale or conveyance.

11. This Easement Agreement conveys only a non-exclusive right of access and use as described herein. It does not convey title to the underlying land, which shall remain in the sole ownership of the Borough of Hightstown.

12. This Driveway Easement shall be binding upon and inure to the benefit of the parties hereto, as well as their successors, heirs and assigns. This agreement shall be recorded in the Office of the Clerk of Mercer County upon its full execution by both parties.

THE BOROUGH OF HIGHTSTOWN (GRANTOR)

By: \_\_\_\_\_  
Mayor Susan Bluth

By: \_\_\_\_\_  
Peggy Riggio, Clerk

FOR GRANTEE

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

12/11/025





**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

October 15, 2024

Legal Description of a Proposed Variable Width Driveway Easement for the driveway located at 133 Monmouth Street, Lot 23, Block 13, located in the Right of Way of Cranbury Station Road, in the Borough of Hightstown, Mercer County, New Jersey.

**Beginning at a Point** at the intersection of the northerly right of way line of Monmouth Street (50 foot ROW) and the westerly right of way line of Cranbury Station Road (Variable Width ROW), and running in the New Jersey State Plane Coordinate Base System (NAD88); thence

1. North  $39^{\circ}21'16''$  West, along the westerly right of way line of Cranbury Station Road a distance of 43.16 feet to a point; thence
2. South  $13^{\circ}14'58''$  West, through the right of way of said Cranbury Station Road, a distance of 38.78 feet to a point on the extended right of way line of the aforementioned said Monmouth Street; thence
3. North  $76^{\circ}45'02''$  West, through the same, and along the said extension, a distance of 19.00 feet to the **Point of Beginning**.

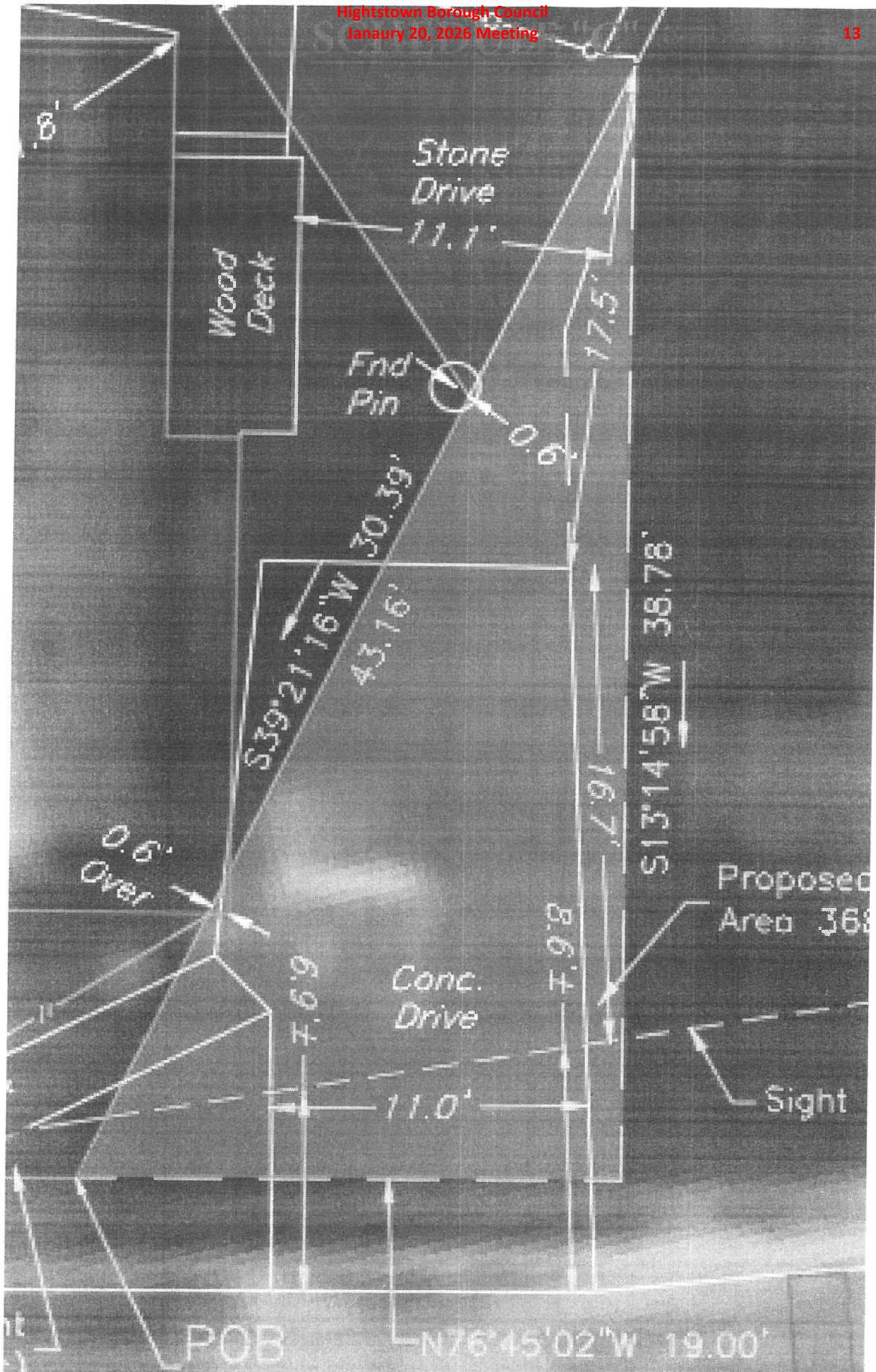
Containing 368 square feet, or 0.0084 acres of land.

Being shown on a plan entitled "Driveway Easement Plan of Lot 23, Block 13 for the Borough of Hightstown, located in the Borough of Hightstown, Mercer County, New Jersey dated October 15, 2024 and prepared by Roberts Engineering Group, LLC., Ted W. Pivovarnick, NJPLS#35868

A handwritten signature in black ink, appearing to read 'Ted W. Pivovarnick', written over a horizontal line.

Ted W. Pivovarnick, NJPLS#35868





Borough of Hightstown  
County of Mercer

Resolution 2026-38

**AUTHORIZING PAYMENT OF BILLS**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$1,399,071.14 from the following accounts:

Current		\$967,951.33
W/S Operating		93,269.14
General Capital		274,497.98
Water/Sewer Capital		43,710.44
Grant		5,374.39
Trust		1,513.08
Unemployment Trust		0.00
Animal Control		197.95
Law Enforcement Trust		0.00
Tax Lien Trust		0.00
Housing Trust		0.00
Public Defender Trust		0.00
Escrow		<u>12,556.83</u>
Total		<u>\$1,399,071.14</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 January 20, 2026.

\_\_\_\_\_  
Margaret Riggio, Borough Clerk

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

Vendor #	Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>ACTI0010 ACTION UNIFORM CO, LLC</b>													
		25-01228	09/19/25	UNIFORM ALLOWANCE - STEPHENSEN									
		1		UNIFORM ALLOWANCE - STEPHENSEN	773.00	5-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	09/19/25	12/27/25		84233	N
		25-01543	12/02/25	UNIFORM ALLOWANCE - ESPOSITO									
		1		UNIFORM ALLOWANCE - ESPOSITO	595.00	5-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	12/02/25	01/07/26		85050	N
		Vendor Total:			1,368.00								
<b>A0068 AIRPOWER INTERNATIONAL, INC.</b>													
		26-00059	01/12/26	YEARLY SVC CONTRACT 2026									
		1		YEARLY SVC CONTRACT 2026	2,250.00	6-01-25-252-002-056	B Fire & Other Safety Equipment	R	01/12/26	01/12/26		043131	N
		Vendor Total:			2,250.00								
<b>ALIST005 ALISTAIR HALL</b>													
		25-01597	12/09/25	REIMBURSEMENT - HALL									
		1		REIMBURSEMENT - HALL	119.36	5-01-25-240-001-043	B Uniform Allowance/Leather Gds.	R	12/09/25	12/27/25			N
		Vendor Total:			119.36								
<b>A0510 ALL HANDS FIRE EQUIPMENT LLC</b>													
		25-01514	11/26/25	TEAM WENDY HELMETS EST47010									
		1		TEAM WENDY SAR HELMET ORANGE	2,955.96	C-04-55-925-014-201	B ORD 2025-14 FIRE DEPT - TURNOUT GEAR	R	11/26/25	12/27/25		INV23741	N
		2		TEAM WENDY SAR HELMET WHITE	492.66	C-04-55-925-014-201	B ORD 2025-14 FIRE DEPT - TURNOUT GEAR	R	11/26/25	12/27/25		INV23741	N
		3		TEAM WENDY EXFIL HELMET ORANGE	4,358.97	C-04-55-925-014-201	B ORD 2025-14 FIRE DEPT - TURNOUT GEAR	R	11/26/25	12/27/25		INV23741	N
		4		TEAM WENDY EXFIL HELMET WHITE	792.54	C-04-55-925-014-201	B ORD 2025-14 FIRE DEPT - TURNOUT GEAR	R	11/26/25	12/27/25		INV23741	N
		5		VIZZ II MPLS HEADLAMP	2,157.03	C-04-55-925-014-201	B ORD 2025-14 FIRE DEPT - TURNOUT GEAR	R	11/26/25	12/27/25		INV23741	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>A0510 ALL HANDS FIRE EQUIPMENT LLC Continued</b>										
	25-01514 11/26/25 TEAM WENDY HELMETS EST47010		Continued							
	6 SHIPPING		125.00	C-04-55-925-014-201	B ORD 2025-14	FIRE DEPT - TURNOUT GEAR	R	11/26/25 12/27/25	INV23741	N
			10,882.16							
	Vendor Total:		10,882.16							
<b>APRUZ005 APRUZZESE, MCDERMOTT, MASTRO &amp;</b>										
	25-01630 12/16/25 LABOR COUNSEL NOVEMBER 2025									
	1 LABOR COUNSEL NOVEMBER 2025		4,421.50	5-01-20-155-001-031	B Labor,Personnel & Union Council		R	12/16/25 12/27/25	237225	N
	Vendor Total:		4,421.50							
<b>A0080 ASCAP</b>										
	26-00060 01/12/26 LICENSE FEE 1/1/26-12/31/26									
	1 LICENSE FEE 1/1/26-12/31/26		458.00	6-01-30-420-001-197	B ASCAP		R	01/12/26 01/12/26	100006747445	N
	Vendor Total:		458.00							
<b>BUCKM005 BUCK MINING &amp; MATERIAL INC</b>										
	25-01683 12/27/25 NOV 2025 YARD/LEAF DISPOSAL									
	1 NOV 2025 YARD DISPOSAL		214.50	5-01-26-311-001-168	B Yardwaste		R	12/27/25 01/07/26	1433	N
	2 NOV 2025 LEAF DISPOSAL		214.50	5-01-26-311-001-166	B LEAF DISPOSAL		R	12/27/25 01/07/26	1433	N
	3 DEC 2025 LEAF DISPOSAL		858.00	5-01-26-311-001-166	B LEAF DISPOSAL		R	12/27/25 01/07/26	1435	N
			1,287.00							
	Vendor Total:		1,287.00							
<b>C1304 CAOLA AND COMPANY, INC.</b>										
	25-00926 07/11/25 REPLACE KANTECH SOFTWARE									
	1 QUOTE 006200-REPLACE KANTECH		2,540.00	5-01-26-310-001-024	B Building Maintenance		R	07/11/25 12/27/25		N
	26-00071 01/12/26 REPROGRAM KEYPAD FOR DOORS FH									
	1 INV 204465-REPROGRAM IEI KEY		135.00	5-01-26-310-001-024	B Building Maintenance		R	01/12/26 01/12/26	204465	N
	Vendor Total:		2,675.00							

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
<b>C0058 CINTAS CORPORATION #061</b>								
	26-00035 01/07/26 GLOVES INDUSTRIAL							
	1 GLOVES INDUSTRIAL MEDIUM		580.00 5-09-55-501-002-506 B Lab. Equipment & Supplies	R	01/07/26	01/12/26	1906059879	N
	2 GLOVES INDUSTRIAL LARGE		725.00 5-09-55-501-002-506 B Lab. Equipment & Supplies	R	01/07/26	01/12/26	1906059879	N
	3 GLOVES INDUSTRIAL X-LARGE		145.00 5-09-55-501-002-506 B Lab. Equipment & Supplies	R	01/07/26	01/12/26	1906059879	N
			<u>1,450.00</u>					
	Vendor Total:		1,450.00					
<b>CLARK005 CLARKE CATON HINTZ</b>								
	25-01631 12/16/25 Prof services throug 11/28/25							
	1 Rev Application, Attend PB Mtg		1,612.50 2025-04 P Peddie Football Field & Track	R	12/16/25	12/27/25	94159	N
	2 Prep/Revise MP Reexam Revision		923.65 5-01-21-180-001-110 B Master Planner	R	12/16/25	12/27/25	94160	N
	3 Correspondence & Meetings		463.75 2022-01 P 105 Main St - Concept Plan	R	12/16/25	12/27/25	94161	N
	4 Prep Ordinance;Rev Court Order		553.75 5-01-21-180-001-108 B COAH Planning	R	12/16/25	12/27/25	94162	N
			<u>3,553.65</u>					
	25-01637 12/17/25 Prof Services through 9/26/25							
	1 Appear at PB Mtg 9/8/25		43.75 3PRCLLC P Site Plan Application #2020-01	R	12/17/25	12/27/25	93702	N
	26-00027 01/06/26 Prof services through 10/31/25							
	1 PB Mtg, Prep report, Rev Reso		695.75 2025-02 P Minor Subdivision	R	01/06/26	01/12/26	93935	N
	Vendor Total:		4,293.15					
<b>COUNT010 COUNTY OF MERCER-FINANCE DIV</b>								
	25-01568 12/04/25 EMS DISPATCH 2025							
	1 EMS DISPATCH 2025		6,530.00 5-01-43-516-001-199 B EMS DISPATCH COUNTY MISCELLANEOUS	R	12/04/25	01/07/26	EMS DISP 2025	N
	Vendor Total:		6,530.00					
<b>G1077 COYNE CHEMICAL</b>								
	25-00123 01/28/25 RES 2024-188 FLUORIDE		B					
	12 HYDROFLUOSILICIC ACID 11/13/25		1,072.34 5-09-55-501-001-528 B Fluorosilic Acid-	R	09/26/25	01/12/26	465649	N
	25-00225 02/19/25 RES 2024-189 LIME HI-CALC WTP		B					
	11 LIME HI-CALC HYDRATED CARMEUSE		1,905.50 5-09-55-501-001-527 B Calcium Hydroxide - Lime	R	09/23/25	01/12/26	465648	N

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>G1077 COYNE CHEMICAL Continued</b>														
26-00041	01/07/26	RES 2025-220	LIMEHI-CALC AWWTP	B										
4	HYDRATED LIME	1/2/26	DEL	1,757.00	6-09-55-501-002-553	B	Calcium Hydroxide (Lime)	R	01/07/26	01/07/26		468321	N	
26-00042	01/07/26	RES 2025-220	LIME HI-CALC WTP	B										
2	HYDRATED LIME - DEL	1/2/26	WTP	2,635.50	6-09-55-501-001-527	B	Calcium Hydroxide - Lime	R	01/07/26	01/07/26		468322	N	
Vendor Total:				7,370.34										
<b>C0133 CREATIVE PRODUCT SOURCING, INC</b>														
25-01342	10/15/25	D.A.R.E. SUPPLIES	2025-2026	B										
2	D.A.R.E. SUPPLIES	2025-2026		3,910.61	5-01-25-240-001-113	B	D.A.R.E.	R	10/15/25	01/12/26		166752	N	
Vendor Total:				3,910.61										
<b>CROWN005 CROWN AWARDS</b>														
25-01664	12/26/25	PLAQUE	JOSHUA JACKSON											
1	PLAQUE	JOSHUA JACKSON		84.99	5-01-20-110-001-195	B	Mayor's Expense	R	12/26/25	01/07/26		38633954	N	
2	SHIPPING			6.99	5-01-20-110-001-195	B	Mayor's Expense	R	12/26/25	01/07/26		38633954	N	
				91.98										
Vendor Total:				91.98										
<b>CRYST005 CRYSTAL SPRINGS</b>														
25-01538	12/02/25	PURE LIFE	DISTILLED WATER											
1	PURE LIFE	DISTILLED WATER		173.88	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	12/02/25	01/07/26		05L8720200875	N	
2	SHIPPING			14.99	5-09-55-501-002-506	B	Lab. Equipment & Supplies	R	12/02/25	01/07/26		05L8720200875	N	
				188.87										
Vendor Total:				188.87										
<b>DEBLO005 DEBLOCK ENVIRONMENTAL SVCS,LLC</b>														
25-00217	02/14/25	BACK UP	OPERATOR FOR AWWTP	B										
13	BACKUP	LICENSED WW - DEC 2025		500.00	5-09-55-501-002-528	B	Outside Consulting Services (B	R	09/02/25	01/07/26		00013938	N	
Vendor Total:				500.00										

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>D0050 DEPT OF CHILDREN &amp; FAMILIES</b>										
	26-00069 01/12/26 MARRIAGE LICENSE 4Q2025									
	1 MARRIAGE LICENSE 4Q2025		150.00	5-01-55-003-000-001	B Due To NJ - Marriage Licenses	R	01/12/26	01/12/26	4Q2025	N
	Vendor Total:		150.00							
<b>E0024 EARLE ASPHALT COMPANY</b>										
	25-01180 09/05/25 IMPROVEMENTS TO MAXWELL GC&WS			B						
	7 PAY EST # 1		104,092.07	C-04-55-899-000-444	B MAXWELL AVENUE IMPROVEMENTS	R	09/05/25	01/13/26	EST #1	N
	8 IMP TO MAXWELL WATER - EST #1		18,796.44	C-08-55-971-000-541	B MAXWELL AVE WATER IMPROVEMENTS	R	09/05/25	01/13/26	EST #1	N
			122,888.51							
	Vendor Total:		122,888.51							
<b>E0577 EAST WINDSOR REGIONAL SCHOOL</b>										
	26-00029 01/07/26 HB SCHOOL TAX LEVY 2026			B						
	2 HB SCHOOL TAX LEVY 2026 1/15		795,076.00	6-01-55-001-000-001	B School Tax Payable	R	01/07/26	01/07/26	JAN 15 2026	N
	Vendor Total:		795,076.00							
<b>Q0176 EUROFINS QC, LLC</b>										
	25-01639 12/18/25 WATER ANALYSIS									
	1 INV 6300085847-WATER ANALYSIS		44.50	5-09-55-501-001-532	B Outside Testing/Labs	R	12/18/25	01/07/26	6300085847	N
	25-01681 12/27/25 WATER ANALYSIS									
	1 INV 6300085933-WATER ANALYSIS		247.50	5-09-55-501-001-532	B Outside Testing/Labs	R	12/27/25	01/07/26	6300085933	N
	26-00072 01/12/26 WATER ANALYSIS									
	1 INV 6300086163-WATER ANALYSIS		247.50	5-09-55-501-001-532	B Outside Testing/Labs	R	01/12/26	01/12/26	6300086163	N
	2 INV 6300086395-WATER ANALYSIS		247.50	5-09-55-501-001-532	B Outside Testing/Labs	R	01/12/26	01/12/26	6300086395	N
			495.00							
	Vendor Total:		787.00							

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>GEETA005 GEETANJALI JAIN</b>														
26-00034	01/07/26	MILEAGE REIMB 2025 4TH QTR												
1		MILEAGE REIMB 2025 4TH QTR	239.05	5-01-27-330-001-045	B Mileage/Travel	R	01/07/26	01/12/26		QTR 4 2025			N	
Vendor Total:			239.05											
<b>M0714 GENSERVE, INC.</b>														
25-00360	03/20/25	QUOTE#78960 AWWTP A/B SERVICE		B										
5		B SERVICE 12/4/25 JOB 0668682	210.00	5-09-55-501-002-511	B Generator/Engine Maintenance Agreement (B)	R	03/20/25	12/27/25		0576233-IN			N	
25-01642	12/18/25	B SERVICE WATER PLANT												
1		INV 0576223-IN - B SERVICE	230.00	5-09-55-501-001-511	B Generator/Engine Maintenance (B)	R	12/18/25	01/12/26		0576223-IN			N	
25-01680	12/27/25	B SERVICE PD AND FH												
1		INV 0577174-IN - B SERVICE	210.00	5-01-26-310-001-040	B Generator-Municipal Bldg	R	12/27/25	01/12/26		0577174-IN			N	
2		INV 0577179-IN - B SERVICE	210.00	5-01-26-310-001-040	B Generator-Municipal Bldg	R	12/27/25	01/12/26		0577179-IN			N	
			420.00											
Vendor Total:			860.00											
<b>G0171 GEORGE E. CONLEY ELECTRICAL</b>														
25-01085	08/14/25	LIGHT WORK AT WATER PLANT												
1		SUPPLY ALL LABOR AND MATERIAL	26,750.00	5-09-55-501-001-503	B Water Plant Maintenance	R	08/14/25	01/05/26		25923			N	
Vendor Total:			26,750.00											
<b>G0186 GRAPHIC CONTROLS</b>														
25-01682	12/27/25	CHART SUPPLIES												
1		INV 3670507-ROLLS, SHEETS,	319.15	5-09-55-501-001-503	B Water Plant Maintenance	R	12/27/25	01/07/26		3670507			N	
Vendor Total:			319.15											
<b>GUARD005 GUARDIAN FENCE CO., INC.</b>														
25-01489	11/17/25	ROUTE 130 FENCE POST REPAIR												
1		ROUTE 130 FENCE POST REPAIR	3,950.00	5-09-55-501-002-503	B Sewer Plant Maintenance	R	11/17/25	01/12/26					N	
Vendor Total:			3,950.00											

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<b>H0126 HIGHTS ELECTRIC MOTOR, INC.</b>													
25-01687 12/27/25 CENTRIFUGAL PUMP DISC FILTER													
	1	GOULDS HORIZONTAL CENTRIFUGAL	3,586.43	5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/27/25	01/13/26				0961257-IN	N
	2	SHIPPING	359.75	5-09-55-501-002-503	B Sewer Plant Maintenance	R	01/01/26	01/13/26				0961257-IN	N
			<u>3,946.18</u>										
		Vendor Total:	3,946.18										
<b>HIGHT035 HIGHTSTOWN PAYROLL ACCOUNT</b>													
26-00058 01/12/26 HIGH DEDUCTIBLE CONTRIBUTIONS													
	1	HIGH DEDUCT CONT - LARSEN	4,200.00	6-01-23-210-003-115	B Medical Ins-Emp Grp Health	R	01/12/26	01/12/26					N
	2	HIGH DEDUCT CONT - BUCK	4,200.00	6-01-23-210-003-115	B Medical Ins-Emp Grp Health	R	01/12/26	01/12/26					N
	3	HIGH DEDUCT CONT - DOELL	1,700.00	6-01-23-210-003-115	B Medical Ins-Emp Grp Health	R	01/12/26	01/12/26					N
	4	HIGH DEDUCT CONT - CONDO	1,700.00	6-01-23-210-003-115	B Medical Ins-Emp Grp Health	R	01/12/26	01/12/26					N
	5	HIGH DEDUCT CONT - SCREWS	1,700.00	6-01-23-210-003-115	B Medical Ins-Emp Grp Health	R	01/12/26	01/12/26					N
			<u>13,500.00</u>										
		Vendor Total:	13,500.00										
<b>H1100 HOME DEPOT CREDIT SERVICES</b>													
25-01640 12/18/25 OCT/DEC 2025 INVOICES													
	1	INV 8041819-LEAF RAKE, SNOW	131.80	5-01-26-311-001-199	B Miscellaneous	R	12/18/25	01/07/26				8041819	N
	2	INV 4281095-ECS 25W CLR 3PK	9.98	5-01-26-310-001-024	B Building Maintenance	R	12/18/25	01/07/26				4281095	N
	3	INV 8513572-ECS 60W CLR 3PK,	16.95	5-01-26-310-001-199	B Miscellaneous	R	12/18/25	01/07/26				8513572	N
	4	INV 8200857 CREDIT-60W,	26.96	5-01-26-310-001-199	B Miscellaneous	R	12/18/25	01/07/26				8200857	N
	5	INV 7041928-WHT HARD HAT	37.86	5-01-25-240-001-036	B Office Supplies & Equipment	R	12/18/25	01/07/26				7041928	N
			<u>169.63</u>										
		Vendor Total:	169.63										
<b>I0682 INSTITUTE FOR PROFESSIONAL DEV</b>													
26-00075 01/12/26 PROP. TAX DEDUCTION WEBINAR													
	1	PROP. TAX DEDUCTION WEBINAR	50.00	6-01-20-145-001-042	B Education & Training	R	01/12/26	01/13/26				11426	N
		Vendor Total:	50.00										

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<b>J0010 JAMMER DOORS</b>												
26-00068	01/12/26	WORK ON FIREHOUSE DOOR										
1	INV	55592-LABOR AND MATERIALS	1,527.00	5-01-26-310-001-024	B Building Maintenance	R	01/12/26	01/12/26	55592		N	
Vendor Total:			1,527.00									
<b>J0257 JCP&amp;L</b>												
26-00050	01/08/26	VARIOUS ACCTS DATED 1/7/2026										
1	100	104 247 1/3/25-1/1/26	19.49	5-01-31-430-001-071	B Electric-Borough Hall	R	01/08/26	01/12/26	95930335145		N	
2	100	029 000 310 1/3/25-1/1/26	804.75	5-01-31-430-001-071	B Electric-Borough Hall	R	01/08/26	01/12/26	95930335140		N	
3	100	131 110 379 1/3/25-1/1/26	13.48	5-01-31-430-001-071	B Electric-Borough Hall	R	01/08/26	01/12/26	95930335146		N	
4	100	051 508 677 1/3/25-1/1/26	289.61	5-01-31-430-001-071	B Electric-Borough Hall	R	01/08/26	01/12/26	95930335141		N	
5	100	079 096 689 1/3/25-1/1/26	8.11	5-01-31-430-001-071	B Electric-Borough Hall	R	01/08/26	01/12/26	95930335143		N	
6	100	051 508 750 1/3/25-1/1/26	263.48	5-01-31-430-001-071	B Electric-Borough Hall	R	01/08/26	01/12/26	95930335142		N	
7	100	072 968 868 1/3/25-1/1/26	106.61	5-01-31-430-001-071	B Electric-Borough Hall	R	01/08/26	01/12/26	95588490528		N	
			<u>1,505.53</u>									
Vendor Total:			1,505.53									
<b>J0258 JCP&amp;L (STREET LIGHTING)</b>												
26-00049	01/08/26	ACCT 041 & 240 12/3/25-1/1/26										
1	100	086 395 041 12/3/25-1/1/26	16.60	5-01-31-435-001-075	B Street Lighting	R	01/08/26	01/12/26	95588490529		N	
2	100	081 608 240 12/3/25-1/1/26	106.41	5-09-55-501-001-504	B Electricity	R	01/08/26	01/12/26	95930335144		N	
			<u>123.01</u>									
Vendor Total:			123.01									
<b>JOHNF015 JOHN FRANCIS ROMAN</b>												
26-00006	01/05/26	CELL PHONE REIMBURSEMENT 2025										
1	CELL PHONE REIMBURSEMENT 2025	90.00	5-01-20-100-001-199	B Miscellaneous	R	01/05/26	01/07/26	RES 2025-252		N		
Vendor Total:			90.00									
<b>JPMON005 JPMONZO MUNICIPAL CONSULTING</b>												
25-01591	12/09/25	YEAR END SEMINAR - D CONDO										
1	YEAR END SEMINAR - D CONDO	50.00	5-01-20-130-001-042	B Education & Training	R	12/09/25	01/12/26			N		
Vendor Total:			50.00									

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>JSSYS005 JS SYSTEMS LLC</b>														
		25-01550	12/02/25	SHELVING - NEW HPD BLDG										
		1		SHELVING - NEW HPD BLDG	48,800.41	C-04-55-925-014-102	B ORD 2025-14	POLICE (COMPUTERS/RADIO EVI R		12/02/25	12/27/25		25-01550	N
		Vendor Total:			48,800.41									
<b>K0918 KENNETH A. LEWIS</b>														
		25-01641	12/18/25	HOME DEPOT REIMBURSEMENT										
		1		REIMBURSEMENT-10/14/25	122.94	5-01-26-310-001-024	B Building Maintenance		R	12/18/25	01/07/26			N
		26-00066	01/12/26	MEAL REIMBURSEMENT SNOW STORM										
		1		MEAL REIMBURSEMENT SNOW STORM	36.20	T-12-56-286-000-850	B STORM RECOVERY SNOW,STORM, OTHER		R	01/12/26	01/12/26			N
		Vendor Total:			159.14									
<b>K0917 KENNETH LARSEN</b>														
		25-01594	12/09/25	REIMBURSEMENT - LARSEN										
		1		REIMBURSEMENT - LARSEN	141.00	5-01-25-240-001-043	B Uniform Allowance/Leather Gds.		R	12/09/25	12/27/25			N
		Vendor Total:			141.00									
<b>KUBIA005 KUBIAK ELECTRIC CO., INC.</b>														
		25-01669	12/27/25	SERVICE CALL DISC FILTER #2										
		1		SERVICE CALL TO WIRE AND	325.00	5-09-55-501-002-503	B Sewer Plant Maintenance		R	12/27/25	01/07/26		25-955	N
		Vendor Total:			325.00									
<b>LABOR005 LABORATORY SALES &amp; SERVICE,LLC</b>														
		25-01540	12/02/25	LABORATORY SALES AND SERVICES										
		1		GLASS & GENERAL DIGITAL THERMO	120.94	5-09-55-501-002-506	B Lab. Equipment & Supplies		R	12/02/25	01/13/26		38192	N
		2		FREIGHT	14.99	5-09-55-501-002-506	B Lab. Equipment & Supplies		R	12/02/25	01/13/26		38192	N
					135.93									
		Vendor Total:			135.93									

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
<b>LAWOF010 LAW OFFICES OF GARY M. MAREK</b>												
25-01690	12/29/25	2024	SPECIAL COUNSEL - RECORDS									
1	2024	SPECIAL COUNSEL - RECORDS		5,302.50	6-01-55-001-000-025	B	ACCOUNTS PAYABLE	R	12/29/25	01/07/26		N
Vendor Total:				5,302.50								
<b>THERO005 LEXIPOL, LLC</b>												
25-01559	12/04/25	ANNUAL AGREEMENT										
1	ANNUAL AGREEMENT			12,495.00	5-01-25-240-001-120	B	Police - Accreditation	R	12/04/25	12/27/25	INVLHI11262938	N
Vendor Total:				12,495.00								
<b>L0037 LINCOLN FINANCIAL GROUP</b>												
26-00053	01/08/26	2026 LIFE INSURANCE				B						
4	2026	LIFE INSURANCE	JAN 2026	281.48	6-01-23-210-003-115	B	Medical Ins-Emp] Grp Health	R	01/08/26	01/08/26	4913731420	N
5	2026	LIFE INSURANCE	JAN 2026	5.91	6-01-23-210-003-115	B	Medical Ins-Emp] Grp Health	R	01/08/26	01/08/26	4913731420	N
6	2026	LIFE INSURANCE		9.08	6-09-55-501-001-514	B	INSURANCE	R	01/08/26	01/08/26	4913731420	N
7	2026	LIFE INSURANCE		63.56	6-09-55-501-002-514	B	Insurance	R	01/08/26	01/08/26	4913731420	N
				<u>360.03</u>								
Vendor Total:				360.03								
<b>M0041 MACK INDUSTRIES</b>												
25-01668	12/27/25	SERVICE CALL FOR DIGESTER										
1	SERVICE CALL FOR DIGESTER			830.00	5-09-55-501-002-503	B	Sewer Plant Maintenance	R	12/27/25	01/07/26	71357	N
Vendor Total:				830.00								
<b>MAIRE005 MAIREAD THOMPSON</b>												
26-00007	01/05/26	CELL PHONE REIMBURSEMENT 2025										
1	CELL PHONE REIMBURSEMENT 2025			90.00	5-01-20-100-001-199	B	Miscellaneous	R	01/05/26	01/07/26	RES 2025-252	N
26-00082	01/13/26	2025 CHRISTMAS CONTEST WINNERS										
1	3RD PLACE	104 ORCHARD		25.00	5-01-30-420-001-195	B	Borough Events	R	01/13/26	01/13/26	7034	N
2	2ND PLACE	94 MEADOW DRIVE		50.00	5-01-30-420-001-199	B	Miscellaneous/Parade	R	01/13/26	01/13/26	010826195634927	N

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MAIRE005 MAIREAD THOMPSON Continued														
26-00082	01/13/26	2025 CHRISTMAS CONTEST WINNERS	Continued											
3	1ST PLACE 513 S MAIN ST	100.00	5-01-30-420-001-199	B Miscellaneous/Parade	R	01/13/26	01/13/26	2003						N
		175.00												
	Vendor Total:	265.00												
R0058 MARGARET M. RIGGIO														
26-00008	01/05/26	CELL PHONE REIMBURSEMENT 2025												
1	CELL PHONE REIMBURSEMENT 2025	270.00	5-01-20-120-001-199	B Miscellaneous	R	01/05/26	01/07/26	RES 2025-252						N
	Vendor Total:	270.00												
M1076 MCMANIMON, SCOTLAND & BAUMANN														
25-01634	12/16/25	Prof Services through 9/30/25												
1	Telephone conferences	562.50	3PRCLLC	P Site Plan Application #2020-01	R	12/16/25	12/27/25	248940						N
25-01662	12/22/25	Prof services through 10/31/25												
1	Correspondence & meetings	1,371.33	2022-01	P 105 Main St - Concept Plan	R	12/22/25	12/27/25	251139						N
	Vendor Total:	1,933.83												
M0270 MERCERCOUNTY PROSECUTOR OFFICE														
25-01657	12/18/25	MCPO FIREARMS RANGE												
1	MCPO FIREARMS RANGE	400.00	5-01-25-240-001-117	B Ammunition & Target Practice	R	12/18/25	01/07/26							N
	Vendor Total:	400.00												
M0536 MGL PRINTING SOLUTIONS														
25-01645	12/18/25	2025 YEAR END TAX FORMS												
1	2025 YEAR END TAX FORMS	127.50	5-01-20-125-001-036	B Office Supplies	R	12/18/25	12/27/25	220030						N
2	2025 YEAR END TAX FORMS	127.50	5-09-55-501-001-522	B Printing & Stationary	R	12/18/25	12/27/25	220030						N
3	2025 YEAR END TAX FORMS	31.50	5-01-20-145-001-023	B Tax Bill/Notice Printing	R	12/18/25	12/27/25	220030						N
		286.50												
25-01647	12/18/25	2026 TAXI DECALS												
1	2026 TAXI DECALS	1,029.00	5-01-20-125-001-023	B Printing & Stationary	R	12/18/25	01/12/26	220585						N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description				Enc Date Date	Date Invoice	Excl
<b>M0536 MGL PRINTING SOLUTIONS Continued</b>							
	25-01647 12/18/25 2026 TAXI DECALS		Continued				
	2 SHIPPING		30.00 5-01-20-125-001-023 B Printing & Stationary	R	12/18/25 01/12/26	220585	N
			1,059.00				
	Vendor Total:		1,345.50				
<b>MIDAT010 MID-ATLANTIC RESCUE SYSTEMS</b>							
	25-01510 11/26/25 RESCUE BOAT - DIVE TEAM						
	1 1660 RECUE BOAT WITH		15,141.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	EST. 25-8980	N
	2 ANODIZED ALUM DIVE PLATFORM		2,953.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	25-17209	N
	3 COMMAND CONSOLE		3,354.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	25-17209	N
	4 REFLECTIVE GRAPHICS PACKAGE		800.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	25-17209	N
	5 MERCURY 40HP 4 STROKE REMOTE		8,211.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	25-17209	N
	6 DOUBLE TRANSPORT TRAILER		12,902.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	25-17209	N
	7 EMERGENCY/SCENE LIGHTS		1,250.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	25-17209	N
	8 DELIVERY CHARGE PER MILE		1,288.00 C-04-55-925-014-210 B ORD 2025-14 - FIRE DEPT - BOAT/TRAILER/M R		11/26/25 01/07/26	25-17209	N
			45,899.00				
	Vendor Total:		45,899.00				
<b>M1125 MOUNT'S GARAGE</b>							
	25-01678 12/27/25 MISC REPAIRS/MAINTENANCE						
	1 INV 18890-TRK #22 LABOR/PARTS		725.93 5-01-26-290-001-034 B Motor Vehicle Parts & Access.	R	12/27/25 01/07/26	18890	N
	2 INV 18890-TAX EXEMPT		45.10 5-01-26-290-001-034 B Motor Vehicle Parts & Access.	R	12/27/25 01/07/26	18890	N
	3 INV 18908-TRK #350A		92.24 5-01-26-290-001-034 B Motor Vehicle Parts & Access.	R	12/27/25 01/07/26	18908	N
	4 INV 18908-TAX EXEMPT		5.73 5-01-26-290-001-034 B Motor Vehicle Parts & Access.	R	12/27/25 01/07/26	18908	N
	5 INV 18845-TRK 101A		3,020.86 5-09-55-501-001-502 B Vehicle Maintenance	R	12/27/25 01/07/26	18845	N
	6 INV 18845-TAX EXEMPT		187.70 5-09-55-501-001-502 B Vehicle Maintenance	R	12/27/25 01/07/26	18845	N
	7 INV 18888-TRK 350 LABOR/PARTS		753.94 5-09-55-501-001-502 B Vehicle Maintenance	R	12/27/25 01/07/26	18888	N
			4,354.44				
	Vendor Total:		4,354.44				

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<b>NATIO040 NATIONAL HIGHWAY PRODUCTS, INC</b>														
25-01621	12/09/25	ONE WAY SIGNS												
	1	QUOTE QT035758-ONE WAY SIGNS	251.00	5-01-26-290-001-126	B Signs & Posts	R	12/09/25	01/07/26		129477&129499	N			
	Vendor Total:		251.00											
<b>N1116 NEW JERSEY PLANNING OFFICIALS</b>														
26-00036	01/07/26	Mandator Member Training/Books												
	1	Mandatory Training	95.00	6-01-21-180-001-042	B Education & Training	R	01/07/26	01/12/26		082028189	N			
	2	New Board Member Bundle	50.00	6-01-21-180-001-033	B BOOKS/PUBLICATIONS	R	01/07/26	01/12/26		082028189	N			
			145.00											
	Vendor Total:		145.00											
<b>N0275 NJ LEAGUE OF MUNICIPALITIES</b>														
26-00079	01/12/26	2026 MEMBERSHIP DUES												
	1	2026 MEMBERSHIP DUES	681.00	6-01-20-110-001-044	B Professional Assoc. Dues	R	01/12/26	01/13/26		214MLK26	N			
26-00080	01/12/26	NJLM MAGAZINE - BLUTH 2026												
	1	NJLM MAGAZINE - BLUTH 2026	25.00	6-01-20-110-001-199	B Miscellaneous	R	01/12/26	01/13/26		IN-007860	N			
	Vendor Total:		706.00											
<b>N0170 NORCIA CORP.</b>														
25-01650	12/18/25	TRK #550 SPREADER ATTACHMENT												
	1	TRK #550 SPREADER ATTACHMENT	724.38	T-12-56-286-000-850	B STORM RECOVERY SNOW,STORM, OTHER	R	12/18/25	01/13/26		86557	N			
26-00074	01/12/26	LABOR/REPAIR ON TRK 550												
	1	INV 86642-REPAIR TO TRK# 550	350.18	5-01-26-315-001-132	B Vehicle Maint. - Public works	R	01/12/26	01/12/26		86642	N			
	Vendor Total:		1,074.56											
<b>00019 O'BRIEN CONSULTING SERVICES</b>														
25-01581	12/09/25	MONTHLY IT FEES NOV 2025												
	1	MONTHLY IT FEES NOV 2025	900.00	5-01-25-240-001-029	B Maint. Contracts - Other	R	12/09/25	12/27/25		25-7162	N			
	2	MONTHLY IT FEES NOV 2025	280.00	5-01-25-240-001-029	B Maint. Contracts - Other	R	12/09/25	12/27/25		25-7162	N			





Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>POLIC005 POLICE &amp; SHERIFFS PRESS, INC</b>												
	25-01592	12/09/25	PHOTO ID - CROSSING GUARD									
	1		PHOTO ID - CROSSING GUARD	20.00	5-01-20-125-001-023	B Printing & Stationary	R	12/09/25	12/27/25			N
	Vendor Total:			20.00								
<b>P1155 PRIOR NAMI BUSINESS SYSTEMS</b>												
	25-01598	12/09/25	QUARTERLY COPY FEES									
	1		QUARTERLY COPY FEES	221.65	5-01-25-240-001-029	B Maint. Contracts - Other	R	12/09/25	12/27/25		0000739301	N
	26-00037	01/07/26	2026 MAINTENANCE CONTRACT									
	1		2026 MAINT. CONTRACT CLERK	1,800.00	6-01-20-140-001-061	B Maint. Agreemt-Copier Equipmt	R	01/07/26	01/07/26		0000739300	N
	2		2025 B & W COPIES	35.70	5-01-20-140-001-061	B Maint. Agreemt-Copier Equipmt	R	01/12/26	01/12/26		0000739300	N
	3		2025 COLOE COPIES CHARGE	304.14	5-01-20-140-001-061	B Maint. Agreemt-Copier Equipmt	R	01/12/26	01/12/26		0000739300	N
				2,139.84								
	Vendor Total:			2,361.49								
<b>QUADI005 QUADIANT, INC.</b>												
	26-00011	01/05/26	2026 POSTAGE MACHINE LEASE		B							
	2		POSTAGE LEASE 12/29/25-3/28/26	507.90	6-01-30-421-001-029	B Meter Rental/Maintance	R	01/05/26	01/07/26		Q2120220	N
	Vendor Total:			507.90								
<b>REDAR005 RED ARROW TECHNOLOGIES, LLC</b>												
	25-01653	12/18/25	VOIP SVC AWWTP&HPD 12/15-1/14									
	1		VOIP SVC AWWTP12/15/25-1/14/26	182.83	5-09-55-501-003-548	B Telephone-	R	12/18/25	12/27/25		20119	N
	2		VOIP SVC HPD 12/15/25-1/14/26	381.50	5-09-55-501-003-548	B Telephone-	R	12/18/25	12/27/25		20119	N
				564.33								
	25-01654	12/18/25	REMOTE DESKTOP GATEWAY SSLCERT									
	1		REMOTE DESKTOP GATEWAY SSLCERT	150.00	5-01-20-140-001-054	B Computer/Printers-Hardware & Software	R	12/18/25	12/27/25		20105	N
	26-00047	01/07/26	FINANCE SET UP OF SCANNERS									
	1		FINANCE SET UP OF SCANNERS	150.00	5-01-20-140-001-094	B Computer Service & Support	R	01/07/26	01/07/26		20134	N
	2		TWAIN DRIVERS FOR SCANNERS	198.00	5-01-20-140-001-094	B Computer Service & Support	R	01/07/26	01/07/26		20134	N
				348.00								

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<b>REDAR005 RED ARROW TECHNOLOGIES, LLC Continued</b>										
	26-00048 01/07/26 VOIP SVCS HFD & MAIN									
	1 VOIP SVCS HFD 1/6/26 - 2/5/26		123.40	6-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	01/07/26	01/07/26	20314	N
	2 VOIP SVCS MAIN 1/6/26-2/5/26		503.26	6-01-31-440-001-085	B Telephone-Block Line Systems, LLC LSI	R	01/07/26	01/07/26	20314	N
			626.66							
	Vendor Total:		1,688.99							
<b>REDFI005 REDFIVE CREATIVE AND MARKETING</b>										
	25-01356 10/16/25 SAFETY/RAIN GEAR									
	1 INV 62791-DPW SAFETY/RAIN WEAR		2,845.12	5-01-26-290-001-189	B Safety Equipment & Testing	R	10/16/25	01/07/26	62791	N
	2 INV 62791-WTP SAFETY/RAIN WEAR		339.00	5-09-55-501-001-507	B Uniforms & Safety Equipment	R	01/07/26	01/07/26	62791	N
			3,184.12							
	25-01484 11/17/25 BOROUGH APPAREL									
	1 BOROUGH APPAREL		4,099.39	G-02-41-736-006-399	B JIF Safety Grant 2016-2024	R	11/17/25	12/27/25	62833	N
	2 EMBROIDERY		820.00	G-02-41-736-006-399	B JIF Safety Grant 2016-2024	R	12/15/25	12/27/25	62833	N
	3 CUSTOMIZED NAMES		380.00	G-02-41-736-006-399	B JIF Safety Grant 2016-2024	R	12/15/25	12/27/25	62833	N
	4 SETUPS/SHIPPING		75.00	G-02-41-736-006-399	B JIF Safety Grant 2016-2024	R	12/15/25	12/27/25	62833	N
			5,374.39							
	Vendor Total:		8,558.51							
<b>R0525 REGISTRARS ASSOC OF NJ</b>										
	26-00078 01/12/26 2026 MEMBERSHIP - P.RIGGIO									
	1 2026 MEMBERSHIP - P.RIGGIO		25.00	6-01-27-330-001-044	B Professional Assoc. Dues	R	01/12/26	01/13/26	14850	N
	Vendor Total:		25.00							
<b>RESOR005 RESORTS CASINO HOTEL</b>										
	25-01659 12/18/25 MCANJ CONF HOTEL ACCOMODATIONS									
	1 02/23/2026 - 02/27/2026		361.72	5-01-20-120-001-041	B Conferences & Meetings	R	12/18/25	01/13/26	Y6JJ5	N
	Vendor Total:		361.72							
<b>R0077 ROBERTS ENGINEERING GRP LLC</b>										
	25-00238 02/20/25 TIER A REQUIREMENTS 2025			B						
	18 TIER A REQUIREMENTS INV 17531		375.00	5-01-20-165-001-106	B Misc. Road & Drainage Issues(B	R	01/06/26	01/06/26	17531	N

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R0077	ROBERTS ENGINEERING GRP LLC			Continued									
25-00244	02/20/25 SUMMIT ST IMP CAPITAL DESIGN			B									
7	SUMMIT ST CAPITAL INV 17724	10,260.00		C-04-55-902-010-447	B 2024-04	SUMMIT ST IMP SECTION 2-20	R	02/20/25	01/06/26		17724	N	
25-00245	02/20/25 SUMMIT ST WATER/SEWER DESIGN			B									
6	SUMMIT ST IMP WATER/SEWER	3,726.00		C-08-55-978-000-544	B 2024-05	SUMMIT ST WATER-SEWER SEC 2-20	R	02/20/25	01/06/26		17725	N	
25-00410	03/31/25 EMERGENCY REPAIR FILTERS WTP			B									
11	EMERGENCY REPAIR FILTERS WTP	785.00		C-08-55-981-025-544	B ORD 2025-04	SECTION 2-20 EXPENSES WTP	R	06/10/25	01/06/26		17720	N	
25-01187	09/08/25 MERCER ST WAREHOUSE TIER A			B									
6	MERCER ST WAREHOUSE INV 17390	30.00		T-12-56-286-000-894	B STORM WATER DET FAC. - MERCER WAREHOUSE		R	09/29/25	01/06/26		17719	N	
25-01407	10/27/25 MAXWELL WATER IMPROVEMENTS			B									
5	MAXWELL WATER IMPROVEMENTS	14,643.00		C-08-55-971-000-544	B MAXWELL AVE WATER-SEWER IMP. SEC 20		R	10/27/25	01/06/26		17723	N	
25-01422	10/27/25 WATERSHED INVENTORY REPORT			B									
6	WATERSHED INVENTORY REPORT	1,763.00		5-09-55-501-001-508	B Engineer		R	10/27/25	01/13/26		17718	N	
7	WATERSHED INVENTORY REPORT	1,763.00		5-01-20-165-001-028	B General Engineering		R	10/27/25	01/13/26		17718	N	
		3,526.00											
25-01567	12/04/25 DESIGN - WTP FILTERS 1 & 2			B									
2	DESIGN - WTP FILTERS 1 & 2	660.00		C-08-55-981-025-617	B ORD 2025-15	REPLACEMENT OF FILTERS 1 & 2	R	12/04/25	01/06/26		17536	N	
3	DESIGN - WTP FILTERS 1 & 2	900.00		C-08-55-981-025-617	B ORD 2025-15	REPLACEMENT OF FILTERS 1 & 2	R	12/04/25	01/06/26		17722	N	
		1,560.00											
25-01599	12/09/25 MISC REQUESTS												
1	MISC REQUESTS INVOICE 17528	625.00		5-01-20-165-001-028	B General Engineering		R	12/09/25	12/27/25		17528	N	
25-01632	12/16/25 Billing through 11/8/2025												
1	Attend PB Mtg & prov comments	535.00		2025-02	P Minor Subdivision		R	12/16/25	12/27/25		17545	N	
25-01661	12/22/25 Billing through 11/8/2025												
1	Review plans;Meet Borough Reps	900.00		2022-01	P 105 Main St - Concept Plan		R	12/22/25	12/27/25		17544	N	
26-00026	01/06/26 Billing through 12/6/2025												
1	Mtg w/ Boro Officials,Plan Rev	1,468.25		2022-01	P 105 Main St - Concept Plan		R	01/06/26	01/12/26		17727	N	

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>R0077 ROBERTS ENGINEERING GRP LLC Continued</b>										
	26-00026 01/06/26 Billing through 12/6/2025	Continued								
	2 App review;prep & issue letter		2,020.00	2025-04	P	01/06/26	01/12/26		17728	N
			3,488.25							
<b>26-00043 01/07/26 ACTIVATED SLUDGE TANK/DRY WELL</b>										
	1 ACTIVATED SLUDGE TANK/DRY WELL		1,020.00	C-08-55-972-000-544	B	01/07/26	01/07/26		17721	N
<b>26-00044 01/07/26 DUTCH NECK RD IMPRV-DESIGN B</b>										
	2 DUTCH NECK RD IMPRV-DESIGN		4,097.00	C-04-55-908-001-447	B	01/07/26	01/08/26		17543	N
	3 DUTCH NECK RD IMPRV-DESIGN		7,242.50	C-04-55-908-001-447	B	01/07/26	01/08/26		17726	N
			11,339.50							
<b>26-00045 01/07/26 DAWES PARK DESIGN &amp; INSPECTION B</b>										
	2 DAWES PARK DESIGN & INSPECTION		1,050.00	C-04-55-906-001-447	B	01/07/26	01/08/26		17134	N
	<b>Vendor Total:</b>		<b>53,862.75</b>							
<b>R0039 RR DONNELLEY</b>										
	25-01524 11/26/25 SAFETY PAPER-VITAL STATISTICS									
	1 REG-42A CERTIFIED COPY PAPER		106.50	5-01-27-330-001-036	B	11/26/25	01/12/26		577014584	N
	2 REG-42B CERTIFIED COPY PAPER		106.50	5-01-27-330-001-036	B	11/26/25	01/12/26		577014584	N
			213.00							
	<b>Vendor Total:</b>		<b>213.00</b>							
<b>R0114 RUTGERS, THE STATE UNIVERSITY</b>										
	25-01658 12/18/25 MCANJ CONF 2026									
	1 MCANJ 2026 EDUCATION CONF		308.00	5-01-20-120-001-042	B	12/18/25	12/27/25			N
	<b>Vendor Total:</b>		<b>308.00</b>							
<b>SHERW010 SHERWIN WILLIAMS PAINT</b>										
	25-01644 12/18/25 PAINT AND SUPPLIES AWWTP									
	1 GALLON B90W111		115.49	5-09-55-501-002-503	B	12/18/25	01/07/26		2918-2	N
	2 STORE DISCOUNT		57.75	5-09-55-501-002-503	B	12/18/25	01/07/26		2918-2	N
	3 AMORSEAL HAZE GRAY		19.91	5-09-55-501-002-503	B	12/18/25	01/07/26		2918-2	N
	4 QUART ASE OIL WHITE PRIMER		24.31	5-09-55-501-002-503	B	12/18/25	01/07/26		2918-2	N

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SHERW010 SHERWIN WILLIAMS PAINT Continued										
25-01644 12/18/25 PAINT AND SUPPLIES AWTP Continued										
	5 7 INCH 996000550 STRIPE WOVEN		17.49	5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/18/25	01/07/26	2918-2	N
	6 STORE DISCOUNT		5.25	5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/18/25	01/07/26	2918-2	N
	7 9INCH ALTITUDE 3/8 3PK		17.09	5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/18/25	01/07/26	2918-2	N
	8 STORE DISCOUNT		5.13	5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/18/25	01/07/26	2918-2	N
			126.16							
25-01656 12/18/25 GALLON GREY PAINT BLDNG FLOORS										
	1 GALLON GREY PAINT BLDNG FLOORS		57.74	5-09-55-501-002-503	B Sewer Plant Maintenance	R	12/18/25	01/07/26	0E0065302A70282	N
	Vendor Total:		183.90							
S1096 STAPLES BUSINESS ADVANTAGE										
25-01614 12/09/25 OFFICE SUPPLIES										
	1 CENTRAL OFFICE SUPPLIES		466.23	5-01-20-125-001-036	B Office Supplies	R	12/09/25	12/27/25		N
	2 JANITORIAL SUPPLIES		187.99	5-01-20-125-001-035	B Paper Products/Janitorial	R	12/09/25	12/27/25		N
	3 EQUIPMENT - FINANCE OFFICE		379.99	5-01-20-120-001-053	B EQUIPMENT	R	12/09/25	12/27/25		N
			1,034.21							
25-01688 12/27/25 OFFICE SUPPLIES										
	1 CENTRAL OFFICE SUPPLIES		320.48	5-01-20-125-001-036	B Office Supplies	R	12/27/25	01/07/26	7008091127/1688	N
	Vendor Total:		1,354.69							
S0240 STATE OF N.J.-DEPT OF TREASURY										
26-00016 01/06/26 JAN HEALTH INSURANCE 2026										
	1 JAN HEALTH INSURANCE 2026		62,398.33	6-01-23-210-003-115	B Medical Ins-Emp] Grp Health	R	01/06/26	01/07/26		N
	2 JAN HEALTH INSURANCE 2026 WTP		4,074.21	6-09-55-501-001-514	B INSURANCE	R	01/06/26	01/07/26		N
	3 JAN HEALTH INS 2026 AWTP		17,368.99	6-09-55-501-002-514	B Insurance	R	01/06/26	01/07/26		N
			83,841.53							
	Vendor Total:		83,841.53							

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	Item Description	Amount	Charge Account	Acct Type Description							
<b>STATE025 STATE OF NEW NJ DEPT OF LAW &amp;</b>											
	25-01580	12/09/25	LICENSING FEES								
	1		LICENSING FEES	400.00	5-01-25-240-001-042	R	B Education & Training	12/09/25	12/27/25	11075	N
	Vendor Total:			400.00							
<b>STEVE015 STEVE WHITE</b>											
	26-00010	01/05/26	CELL PHONE REIMBURSEMENT 2025								
	1		CELL PHONE REIMBURSEMENT 2025	270.00	5-09-55-501-003-548	R	B Telephone-	01/05/26	01/07/26	RES 2025-252	N
	Vendor Total:			270.00							
<b>S0375 STEVENSON SUPPLY CO.</b>											
	26-00070	01/12/26	PRESSURE GAUGE, GAURD, NPL/BSH								
	1		INV 706989-PRESSURE GAUGE,	316.83	5-09-55-501-001-535	R	B Hydrants and Line Repair	01/12/26	01/12/26	706989	N
	Vendor Total:			316.83							
<b>ENVIR020 SYNAGRO TECHNOLOGIES, INC</b>											
	25-00297	03/06/25	SLUDGE DISPOSAL RES 2024-186		B						
	11		OCTOBER SLUDGE REMOVAL	6,865.84	5-09-55-501-002-538	R	B Sludge Removal/Disposal-Waste Management	03/06/25	01/07/26	62632	N
	25-00298	03/06/25	GRIT & SCREENING RES 2024-187		B						
	4		GRIT & SCREENING REMOVAL 11/1	3,648.13	5-09-55-501-002-540	R	B Grit/Screening Disposal-Waste Mgmt	08/01/25	01/07/26	62633	N
	Vendor Total:			10,513.97							
<b>TMOBI005 T-MOBILE</b>											
	26-00004	01/05/26	STOCKTON LOT CAMERA 12/20/25								
	1		STOCKTON LOT CAMERA 12/20/25	62.70	5-01-33-195-002-029	R	B Computer Software/Maint/Equip	01/05/26	01/07/26	1657-12202025	N
	Vendor Total:			62.70							
<b>TELCO005 TELCO BILL CENTER INC.</b>											
	26-00013	01/05/26	POTSOLVE RECURRING FOR 2026		B						
	2		POTSOLVE RECURRING JAN 2026	401.25	6-01-31-440-001-085	R	B Telephone-Block Line Systems, LLC LSI	01/05/26	01/07/26	8947	N
	Vendor Total:			401.25							

Vendor #	Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>T0001 THE J.P. COOKE CO.</b>														
		25-01578	12/09/25	2026 DOG & CAT TAGS										
		1		2026 DOG TAGS	102.00	T-13-56-286-000-824		B RESERVE-ANIMAL CONTROL TRUST	R	12/09/25	12/27/25		9092-18	N
		2		2026 CAT TAGS	64.00	T-13-56-286-000-824		B RESERVE-ANIMAL CONTROL TRUST	R	12/09/25	12/27/25		9092-18	N
		3		SHIPPING	31.95	T-13-56-286-000-824		B RESERVE-ANIMAL CONTROL TRUST	R	12/09/25	12/27/25		9092-18	N
					<u>197.95</u>									
				Vendor Total:	197.95									
<b>T0972 TIMBERWOLF TREE SERVICE</b>														
		25-01270	09/29/25	TREE REMOVAL MORRISON/LINCOLN										
		2		ESTIMATE 8554-310 MORRISON AVE	400.00	5-01-26-290-001-129		B Maint.& Replace-Street Trees	R	09/29/25	12/27/25		4885	N
				Vendor Total:	400.00									
<b>T0060 TOWNSHIP OF ROBBINSVILLE</b>														
		26-00046	01/07/26	HPD FURNITURE ROBBINSVILLE										
		1		HPD FURNITURE ROBBINSVILLE	42,174.84	C-04-55-925-014-103		B ORD 2025-14 POLICE DEPT FURNITURE	R	01/07/26	01/12/26			N
				Vendor Total:	42,174.84									
<b>USBAN040 U.S. BANK NATIONAL ASSOCIATION</b>														
		26-00081	01/12/26	NOV 2025 3508/6091/3105/8670										
		1		EZ PASS - POLICE DEPT.	52.26	5-01-25-240-001-199		B Miscellaneous	R	01/12/26	01/13/26			N
		2		TARGET - CHARGED IN ERROR	476.99	5-01-25-240-001-199		B Miscellaneous	R	01/12/26	01/13/26			N
		3		NJSACOP WINTER CONFERENCE	265.00	5-01-25-240-001-042		B Education & Training	R	01/12/26	01/13/26			N
		4		AMAZON - LITHIUM BATTERIES	194.95	5-01-25-240-001-117		B Ammunition & Target Practice	R	01/12/26	01/13/26			N
		5		AMAZON - SENTRY STRAP RIFLE	572.43	5-01-25-240-001-117		B Ammunition & Target Practice	R	01/12/26	01/13/26			N
		6		UPS NEXT DAY SHIPMENT	64.50	5-01-25-240-001-093		B Medical Exams/Hepatitis B Shot	R	01/12/26	01/13/26			N
		7		UPS - ADJUSTMENT	4.64	5-01-25-240-001-093		B Medical Exams/Hepatitis B Shot	R	01/12/26	01/13/26			N
		8		AMAZON - EXIT SIGN STICKERS	75.05	5-01-26-310-001-024		B Building Maintenance	R	01/12/26	01/13/26			N
		9		AMAZON - SALT SPREADER MOTOR	196.01	T-12-56-286-000-850		B STORM RECOVERY SNOW,STORM, OTHER	R	01/12/26	01/13/26			N
		10		NJ MVC - FIRE CHIEF TRUCK	60.00	5-01-25-252-002-056		B Fire & Other Safety Equipment	R	01/12/26	01/13/26			N
		11		AMAZON - PUBLIC WORKS OFFICE	65.78	5-01-26-310-001-050		B DPW Work Equipment	R	01/12/26	01/13/26			N
		12		AMAZON - DPW TRUCK PARTS	44.95	5-01-26-310-001-050		B DPW Work Equipment	R	01/12/26	01/13/26			N
		13		TRACTOR SUPPLY - MOTOR REPLACE	526.49	T-12-56-286-000-850		B STORM RECOVERY SNOW,STORM, OTHER	R	01/12/26	01/13/26			N
		14		AMAZON - KOMATSU EXCAVATOR	133.80	5-01-26-310-001-050		B DPW Work Equipment	R	01/12/26	01/13/26			N
		15		AMAZON - OFFICE FURNITURE	26.61	5-01-26-310-001-050		B DPW Work Equipment	R	01/12/26	01/13/26			N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>USBAN040 U.S. BANK NATIONAL ASSOCIATION Continued</b>											
26-00081	01/12/26	NOV 2025	3508/6091/3105/8670	Continued							
16	WALMART - PICTURE FRAMES	17.84	5-01-20-125-001-036	B Office Supplies	R	01/12/26	01/13/26				N
17	AMAZON - OUTDOO MENORAH	329.00	5-01-30-420-001-199	B Miscellaneous/Parade	R	01/12/26	01/13/26				N
18	AMAZON - SCAN SNAP SCANNERS	599.78	5-01-20-120-001-053	B EQUIPMENT	R	01/12/26	01/13/26				N
19	AMAZON - MICR TONER CARTRIDGE	409.33	5-01-20-125-001-036	B Office Supplies	R	01/12/26	01/13/26				N
20	AMAZON - REFUND	8.87	5-01-20-125-001-036	B Office Supplies	R	01/12/26	01/13/26				N
21	AMAZON - CENTRAL OFFICE SUPPLY	59.45	5-01-20-125-001-036	B Office Supplies	R	01/12/26	01/13/26				N
22	AMAZON - ENGRAVED NAME PLATES	47.43	5-01-20-110-001-199	B Miscellaneous	R	01/12/26	01/13/26				N
23	21ST NEWS MEDIA GROUP	11.20	5-01-20-120-001-021	B Advertisements	R	01/12/26	01/13/26				N
24	AMAZON - MOUNT IT! UNIVERSAL	142.49	5-01-25-256-002-034	B VEHICLE PARTS	R	01/12/26	01/13/26				N
		<u>4,367.11</u>									
Vendor Total:		4,367.11									
<b>UNIFI005 UNIFIRST CORPORATION</b>											
25-01648	12/18/25	UNIFORMS	NOVEMBER 2025								
1	INV 1260829187	11/6/2025	57.68	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	12/18/25	01/07/26		1260829187	N
2	INV 1260832464	11/13/25	57.68	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	12/18/25	01/07/26		1260832464	N
3	INV 1260836325	11/20/25	57.68	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	12/18/25	01/07/26		1260836325	N
4	INV 1260839691	11/27/25	57.68	5-09-55-501-002-507	B Uniforms & Safety Equipment	R	12/18/25	01/07/26		1260839691	N
			<u>230.72</u>								
26-00051	01/08/26	UNIFORMS	DECEMBER 2025								
1	12/4/25	UNIFORMS	AWWTP	57.68	6-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/08/26	01/08/26	1260843094	N
2	12/11/25	UNIFORMS		57.68	6-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/08/26	01/08/26	1260846548	N
3	12/18/25	UNIFORMS		57.68	6-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/08/26	01/08/26	1260850099	N
4	12/25/25	UNIFORMS		57.68	6-09-55-501-002-507	B Uniforms & Safety Equipment	R	01/08/26	01/08/26	1260853430	N
			<u>230.72</u>								
Vendor Total:		461.44									
<b>VECT0010 VECTOR SECURITY, INC.</b>											
26-00038	01/07/26	FIRE ALARM SYSTEM	DPW 2026		B						
2	FIRE ALARM SYSTEM	DPW 3/23/26	309.00	6-01-26-310-001-024	B Building Maintenance	R	01/07/26	01/07/26		77097733	N
Vendor Total:		309.00									

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
<b>VERIZ015 VERIZON FIOS</b>											
	26-00017	01/06/26	155-504-140-0001-53	12/9/25							
	1	155-504-140-0001-53	12/9/25	205.29	5-01-20-140-001-060	B Internet Services and Web Services	R	01/06/26	01/07/26	0153-12092025	N
	Vendor Total:			205.29							
<b>VIKIN005 VIKING TERMITE &amp; PEST CONTROL</b>											
	25-01651	12/18/25	DEC 2025 SRVS MUNICIPAL/DPW								
	1	INV 903487071-DEC 2025 SRVS		23.50	5-01-26-310-001-029	B Maintenance Contracts	R	12/18/25	01/07/26	903487071	N
	25-01652	12/18/25	DEC 2025 SRVS POLICE DEPT								
	1	INV 903487080-DEC 2025 SRVS		23.70	5-01-26-310-001-029	B Maintenance Contracts	R	12/18/25	01/07/26	903487080	N
	Vendor Total:			47.20							
<b>W0071 WASTE MGMT OF NEW JERSEY, INC.</b>											
	25-01189	09/09/25	DUMPSTER YR 1 RES 2025-116		B						
	17	BOROHALL/FIREHOUSE 11/1-11/30		386.50	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/07/26	3305477-0502-1	N
	18	HOUSING AUTH 11/1/25-11/30/25		489.58	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/07/26	3305475-0502-5	N
	19	HOUSING AUTH 11/1/25-11/30/25		455.75	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/07/26	3305475-0502-5	N
	20	MUNI PARKING 11/1/25-11/30/25		1,886.85	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/07/26	3305476-0502-3	N
	21	MUNI PARKING 11/1/25-11/30/25		1,040.94	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/07/26	3305476-0502-3	N
	22	MUNICIPAL PK LOT DEC 2025		1,886.85	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/12/26	3311396-0502-5	N
	23	MUN. PK LOT DEC 2025 RECYCLING		1,040.94	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/12/26	3311396-0502-5	N
	24	BORO HALL/FIRE HOUSE DEC 2025		386.50	5-01-26-305-001-029	B Contract-Dumpsters	R	11/20/25	01/12/26	3311397-0502-3	N
	25	HOUSING AUTH DEC 2025 BLDG 4		489.58	5-01-26-305-001-029	B Contract-Dumpsters	R	11/20/25	01/12/26	3311397-0502-7	N
	26	HOUSING AUTH DEC 2025 SR SIDE		455.75	5-01-26-305-001-029	B Contract-Dumpsters	R	09/09/25	01/12/26	3311397-0502-7	N
				8,519.24							
	Vendor Total:			8,519.24							
<b>W0008 WEBER SCIENTIFIC</b>											
	25-01554	12/02/25	PIPETTE, ACCUMAX, AUTOCLAVABLE								
	1	PIPETTE, ACCUMAX, AUTOCLAVABLE		94.36	5-09-55-501-002-506	B Lab. Equipment & Supplies	R	12/02/25	12/27/25	50300884	N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
<b>W0008 WEBER SCIENTIFIC Continued</b>										
	25-01554 12/02/25 PIPETTE, ACCUMAX, AUTOCLAVABLE	Continued								
	2 SHIPPING		35.86	5-09-55-501-002-506	B Lab. Equipment & Supplies	R	12/02/25	12/27/25	50300884	N
			<u>130.22</u>							
	Vendor Total:		130.22							
<b>W0100 WITMER PUBLIC SAFETY GROUP INC</b>										
	25-01319 10/09/25 HPD DUTY & AMMO SUPPLIES									
	1 HPD DUTY & AMMO SUPPLIES		72.00	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
	2 HPD DUTY & AMMO SUPPLIES		61.76	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
	3 HPD DUTY & AMMO SUPPLIES		154.35	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
	4 HPD DUTY & AMMO SUPPLIES		63.24	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
	5 HPD DUTY & AMMO SUPPLIES		38.24	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
	6 HPD DUTY & AMMO SUPPLIES		116.88	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
	7 HPD DUTY & AMMO SUPPLIES		77.92	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
	8 HPD DUTY & AMMO SUPPLIES		92.82	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV795196	N
	9 HPD DUTY & AMMO SUPPLIES		70.32	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV795196	N
	10 HPD DUTY & AMMO SUPPLIES		92.82	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV795196	N
	11 HPD DUTY & AMMO SUPPLIES		174.36	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV795196	N
	12 HPD DUTY & AMMO SUPPLIES		15.50	5-01-25-240-001-117	B Ammunition & Target Practice	R	10/09/25	12/27/25	INV785659	N
			<u>1,030.21</u>							
	Vendor Total:		1,030.21							
<hr/>										
Total Purchase Orders:	137	Total P.O. Line Items:	280	Total List Amount:	1,382,384.65	Total Void Amount:	0.00			

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	5-01	71,719.54	0.00	71,719.54	0.00	0.00	0.00	71,719.54
	5-09	62,832.35	0.00	62,832.35	0.00	0.00	0.00	62,832.35
	Year Total:	134,551.89	0.00	134,551.89	0.00	0.00	0.00	134,551.89
CURRENT FUND	6-01	883,843.03	0.00	883,843.03	0.00	0.00	0.00	883,843.03
	6-09	26,139.06	0.00	26,139.06	0.00	0.00	0.00	26,139.06
	6-21	0.00	0.00	0.00	0.00	0.00	12,556.83	12,556.83
	Year Total:	909,982.09	0.00	909,982.09	0.00	0.00	12,556.83	922,538.92
GENERAL CAPITAL	C-04	274,497.98	0.00	274,497.98	0.00	0.00	0.00	274,497.98
WATER/SEWER CAPITAL	C-08	43,710.44	0.00	43,710.44	0.00	0.00	0.00	43,710.44
	Year Total:	318,208.42	0.00	318,208.42	0.00	0.00	0.00	318,208.42
	G-02	5,374.39	0.00	5,374.39	0.00	0.00	0.00	5,374.39
TRUST OTHER - FUND #12	T-12	1,513.08	0.00	1,513.08	0.00	0.00	0.00	1,513.08
ANIMAL CONTROL TRUST FUND #13	T-13	197.95	0.00	197.95	0.00	0.00	0.00	197.95
	Year Total:	1,711.03	0.00	1,711.03	0.00	0.00	0.00	1,711.03
Total of All Funds:		1,369,827.82	0.00	1,369,827.82	0.00	0.00	12,556.83	1,382,384.65

Project Description	Project No.	Rcvd Total	Held Total	Project Total
105 Main St - Concept Plan	2022-01	4,463.33	0.00	4,463.33
480 MERCER STREET WAREHOUSE	2022-06	64.00	0.00	64.00
Minor Subdivision	2025-02	2,510.75	0.00	2,510.75
Peddie Football Field & Track	2025-04	4,652.50	0.00	4,652.50
Site Plan Application #2020-01	3PRCLLC	866.25	0.00	866.25
Total of All Projects:		<u>12,556.83</u>	<u>0.00</u>	<u>12,556.83</u>

**Hightstown Borough Council  
January 20, 2026 Meeting**

**Date: January 20, 2026**

**To: Mayor and Council**

**From: Finance Office**

**Re: Manual Bill List for 01/20/2026**

<u>CURRENT ACCOUNT</u>	<u>DATE ISSUED</u>	<u>PO #</u>	<u>CHECK #</u>	<u>Amount</u>
AT & T Mobility	1/7/2026	26-00014	38869	\$ 910.52
Comcast	1/7/2026	26-00022	38870	\$ 195.30
JCP & L	1/7/2026	26-00024	38871	\$ 4,222.67
JCP & L	1/7/2026	26-00025	38872	\$ 53.82
JCP & L	1/7/2026	26-00023	38873	\$ 2,685.74
Treasurer, State of NJ, DCA	1/7/2026	26-00003	38874	\$ 1,334.00
PSE&G	1/7/2026	26-00018	38875	\$ 1,369.27
PSE&G	1/7/2026	26-00019	38876	\$ 921.89
Verizon	1/7/2026	26-00015	38877	\$ 429.46
Verizon Wireless	1/7/2026	26-00020	38878	\$ 266.09
<b>TOTAL</b>				<b><u><u>\$ 12,388.76</u></u></b>
 <b><u>WATER AND SEWER OPERATING</u></b>				
At&T Mobility	1/7/2026	26-00014	17258	\$ 124.90
Comcast Business	1/7/2026	26-00021	17259	\$ 136.70
JCP&L	1/7/2026	26-00040	17260	\$ 177.12
PSE&G	1/7/2026	26-00018	17261	\$ 3,154.09
PSE&G	1/7/2026	26-00019	17262	\$ 113.42
State of NJ - SFWTR	1/7/2026	26-00001	17263	\$ 402.50
Verizon	1/7/2026	26-00015	17264	\$ 189.00
<b>TOTAL</b>				<b><u><u>\$ 4,297.73</u></u></b>
 <b><u>ESCROW</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>GRANT</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>TRUST- OTHER</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>ANIMAL CONTROL TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>LAW ENFORCEMENT TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>UNEMPLOYMENT TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>PUBLIC DEFENDER TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>TAX LIEN TRUST</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>GENERAL CAPITAL</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
 <b><u>WATER AND SEWER CAPITAL</u></b>				
<b>TOTAL</b>				<b><u><u>\$ -</u></u></b>
<b>MANUAL TOTAL</b>				<b><u><u>\$ 16,686.49</u></u></b>

Borough of Hightstown  
County of Mercer

Resolution 2026-39

**RESCINDING RESOLUTION 2025-228 AND APPROVING AND AUTHORIZING EXECUTION OF THE NEW MEMORANDUM OF AGREEMENT AND COLLECTIVE BARGAINING AGREEMENT WITH FOP LODGE 140, RANK & FILE**

**WHEREAS**, on November 3, 2025, the Borough Council adopted Resolution 2025-228, which ratified a Memorandum of Agreement (“MOA”) with the Hightstown Police Officers FOP Lodge 140 – Fraternal Order of Police/New Jersey Labor Council; and

**WHEREAS**, the Borough of Hightstown and FOP Lodge 140, Rank & File, have since negotiated a revised Memorandum of Agreement covering the period January 1, 2026 through December 31, 2026; and

**WHEREAS**, the newly negotiated MOA has been reviewed by all parties and ratified by FOP Lodge 140, Rank & File; and

**WHEREAS**, the Mayor and Council wish to rescind Resolution 2025-228 and formally approve and accept the revised MOA; and

**WHEREAS**, it is the desire of the Mayor and Council to authorize the Borough Administrator to execute the new MOA, and to authorize the Mayor to execute, and the Borough Clerk to attest, a new Collective Bargaining Agreement (“CBA”) with the FOP so long as the CBA incorporates all terms of the approved MOA and is satisfactory to the Borough’s Labor Counsel.

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

1. Resolution 2025-228 is hereby rescinded in its entirety.
2. The newly negotiated Memorandum of Agreement between the Borough of Hightstown and FOP Lodge 140, Rank & File is hereby approved and accepted.
3. The Borough Administrator is hereby authorized to execute, and the Borough Clerk to attest, the approved Memorandum of Agreement.
4. The Mayor is hereby authorized to execute, and the Borough Clerk is hereby authorized to attest, a new Collective Bargaining Agreement with FOP Lodge 140, Rank & File, provided that said CBA includes all terms and conditions contained in the approved MOA and is satisfactory to the Borough’s Labor Counsel.
5. A certified copy of this Resolution shall be provided to:
  - o FOP Lodge 140, Rank & File

Borough of Hightstown  
County of Mercer

Resolution 2026-39

- John Francis Roman, Borough Administrator
- Robert Merryman, Esq., Borough Labor Counsel

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 January 20, 2026.

---

Margaret Riggio, Borough Clerk

**MEMORANDUM OF AGREEMENT BETWEEN  
THE BOROUGH OF HIGHTSTOWN AND FOP LODGE 140, RANK AND FILE**

Representatives of FOP Lodge 140, Rank and File Officers and the Borough of Hightstown agree to recommend the following modifications to the collective negotiations agreements with a term from January 1, 2022 through December 31, 2025:

Duration for new agreement – 1 year – January 1, 2026 through December 31, 2026.

**Article XI.**

Amend Sections B and C as follows:

The current salary guide will be frozen with officers in the guide moving to the next step in 2026.

The Top two steps on the Guide will be increased as follows:

Step 13 - \$117,500

Step 14 - \$125,000

Step 15 will be eliminated

Salary guide set forth below.

Amend Section D as follows:

Detective stipend will be increased to \$2,500.00.

**Article XII**

Section C.

Any Detective working the Monday through Friday schedule will be off on the following holidays

New Year's Day

Memorial Day  
Independence Day  
Labor Day  
Thanksgiving  
Christmas Day

**Article XVIII Hospital and Medical Insurance**

**Section A** will be revised to change the reference “the State Health Benefits Program” to “the State Health Benefits Program, or an alternative health insurance program”

The parties agree to continue the State Health Benefits Program for 2026 until such time that a new plan/program can be agreed upon and implemented.

For officers who switch to the High Deductible plans at the commencement of 2026, the following amounts will be contributed to a Health Savings Account for the calendar year as follows:

**High Deductible Low**

Family Plan, H/W and P/C - \$1,700 to be paid into an HSA in January 2026.

Single Plan - \$850 to be paid into an HSA in January 2026.

**High Deductible High**

Family Plan, H/W and P/C - \$4,200 to be paid into an HSA in January 2026.

Single Plan - \$2,100 to be paid into an HSA in January 2026.

The HSA contributions are based on the current plans within the New Jersey Health Benefits Program. If the parties agree to change to a new program/or plan, the amount of contributions to an HSA, if any, will be subject to negotiation and the Borough will not be locked into the above noted contributions.

**Article XV. Sick Leave**

Based no current or future members of the Bargaining unit being hired **prior** to May 20, 2010, the following language will be removed from the parties' agreement

**Section A.** All language after the first sentence.

**Section C.** Eliminate entire section

**Section D.** Eliminate entire section.

The complete agreement is subject to ratification by the FOP LODGE 140, PATROL OFFICERS UNIT and formal approval by the Borough's governing body.

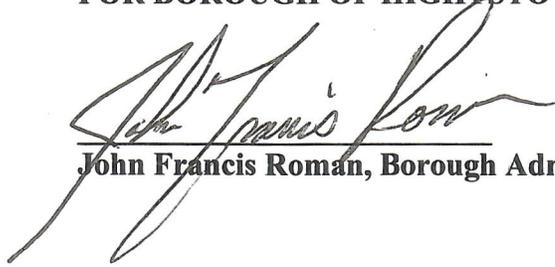
**FOR FOP LODGE 140**

**(Rank and File)**

  
\_\_\_\_\_

  
Vincent Doe II

**FOR BOROUGH OF HIGHTSTOWN**

  
\_\_\_\_\_

**John Francis Roman, Borough Administrator**

<b>Step</b>	<b>2025 Salary</b>	<b>2026 Salary</b>
A/P	\$45,000	\$50,000
1	\$55,000	\$55,000
2	\$60,000	\$60,000
3	\$65,000	\$65,000
4	\$70,000	\$70,000
5	\$75,000	\$75,000
6	\$80,000	\$80,000
7	\$85,000	\$85,000
8	\$90,000	\$90,000
9	\$95,000	\$95,000
10	100,000	\$100,000
11.	105,000	\$105,000
12	110,000	\$110,000
13	\$113,300	\$117,500
14.	\$116,699	\$125,000
15	\$120,200	

Borough of Hightstown  
County of Mercer

Resolution 2026-40

**RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, AMENDING RESOLUTION 2025-208 TO EXPAND THE STUDY AREA TO INCLUDE ALL OF BLOCK 39 AND AUTHORIZING AND DIRECTING THE BOROUGH PLANNING BOARD TO DETERMINE WHETHER SUCH AREA CONSTITUTES AN AREA IN NEED OF REDEVELOPMENT**

**WHEREAS**, on October 20, 2025, the Borough Council adopted Resolution 2025-208, entitled “Resolution of the Borough of Hightstown, in the County of Mercer, Authorizing and Directing the Borough Planning Board to Determine Whether Certain Property Constitutes an Area in Need of Redevelopment”; and

**WHEREAS**, Resolution 2025-208 authorized a preliminary investigation of Block 39, Lots 28, 6, and 5 as the Study Area; and

**WHEREAS**, the Borough now desires to amend Resolution 2025-208 so that the entire Block 39, as shown on the Borough’s Tax Map, is included in the Study Area to be evaluated for possible designation as an area in need of redevelopment pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “Redevelopment Law”); and

**WHEREAS**, the Borough Council finds it appropriate and in the public interest to expand the Study Area and formally amend Resolution 2025-208 to reflect this change.

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

1. Resolution 2025-208 is hereby amended to replace the Study Area originally identified therein (Block 39, Lots 28, 6, and 5) with a new Study Area consisting of the entirety of Block 39 as shown on the Borough’s Tax Map.
2. The Planning Board is authorized and directed to undertake a preliminary investigation and conduct a public hearing to determine whether all of Block 39 meets the criteria necessary for designation as an area in need of redevelopment under the Redevelopment Law and, if so, to recommend whether it should be so designated.
3. Brian Slauch, PP, AICP, of Clarke Caton Hintz, the Borough’s professional planner, is authorized and directed to undertake the Study of the entirety of Block 39 and present findings and recommendations to the Planning Board in accordance with the Redevelopment Law.
4. In the event the governing body shall designate Block 39 as a redevelopment area, the Borough shall be authorized to use all powers provided under the Redevelopment Law

Borough of Hightstown  
County of Mercer

Resolution 2026-40

- for use in a redevelopment area, except for the power of eminent domain, consistent with Resolution 2025-208 as amended.
5. Except as expressly amended herein, all other provisions of Resolution 2025-208 shall remain in full force and effect.
  6. A copy of this resolution shall be forwarded to the Secretary of the Planning Board for action consistent herewith.

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 January 20, 2026.

---

Margaret Riggio, Borough Clerk



## Borough of Hightstown Planning Board

156 Bank Street, Hightstown, NJ 08520

(609) 490-5100 Ext 617

[Planning@HightstownBorough.com](mailto:Planning@HightstownBorough.com)

[www.hightstownborough.com](http://www.hightstownborough.com)

**TO:** Peggy Riggio, Borough Clerk

**FROM:** Jane Davis, Planning Board Secretary 

**SUBJECT:** Resolution 2025-208 – Possible Area in Need of Redevelopment

**DATE:** January 14, 2026

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At the January 12, 2026 Planning Board meeting, the Board discussed the study that Clark Caton Hintz was authorized to conduct for Block 39, Lots 5, 6, and 28. During the discussion, the Board determined that expanding the study to include the entirety of Block 39—specifically Lots 1, 5, 6, 28, and 29—would be more beneficial. Including all lots within Block 39 may broaden opportunities and flexibility for future development.

The Board is requesting that Council amend Resolution 2025-208 to authorize the expansion of the study's scope as described above. Please feel free to reach out with any questions or if additional information is needed.

Thank you.

Borough of Hightstown  
County of Mercer

Resolution 2026-41

**APPROVING CHANGE ORDER NO. 1 FOR THE MAXWELL AVENUE  
IMPROVEMENT PROJECT – EARLE ASPHALT**

**WHEREAS**, the Borough of Hightstown previously awarded a contract for Improvements to Maxwell Avenue to Earle Asphalt, of Farmingdale, New Jersey, in the original contract amount of \$1,698,413.13, as set forth in Resolution 2025-161, adopted August 18, 2025; and

**WHEREAS**, during construction, it was discovered that an existing fire hydrant located at 351 Franklin Street, which was outside the original project scope, was damaged and in need of replacement; and

**WHEREAS**, the hydrant replacement was required to safely and properly continue project work and maintain system functionality, and therefore resulted in the need for a contract modification; and

**WHEREAS**, the Borough Engineer has reviewed and recommended approval of Change Order No. 1, which increases the contract price by \$4,355.04, representing 0.26% of the original award amount; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for this modification in budget appropriation line C-08-55-976-000-541.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, Change Order No. 1 to the contract with Earle Asphalt for Improvements to Maxwell Avenue is hereby approved, increasing the total contract amount by \$4,355.04, representing 0.26% of the original contract award.

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 January 20, 2026.

---

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
C-08-55-976-000-541	Maxwell Ave	\$4,355.04

Donna Condo, CFO      DATE \_\_\_\_\_

Borough of Hightstown  
County of Mercer

Resolution 2026-42

**APPROVING PAYMENT NO. 1 TO EARLE ASPHALT COMPANY FOR  
IMPROVEMENTS TO MAXWELL AVENUE**

**WHEREAS**, the Borough of Hightstown awarded a contract for Improvements to Maxwell Avenue to Earle Asphalt Company, of Farmingdale, New Jersey, in the original contract amount of \$1,698,413.13, as set forth in Resolution 2025-161 adopted August 18, 2025; and

**WHEREAS**, the contractor has submitted Payment No. 1 for work performed through November 30, 2025, covering mobilization, site clearing, traffic control, construction signs, excavation test pits, and a fire hydrant assembly;

**WHEREAS**, the Borough Engineer recommends Payment No. 1 in the total amount of \$122,888.51, with the payment funded \$104,092.07 from the Capital Fund and \$18,796.44 from the Water/Sewer Fund.

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

1. Payment No. 1 to Earle Asphalt Company for the Improvements to Maxwell Avenue project is hereby approved in the amount of \$122,888.51.
2. Payment No. 1 shall be charged as follows: \$104,092.07 – Capital Fund; \$18,796.44 – Water/Sewer Fund.
3. The Chief Financial Officer is authorized and directed to process the payment in accordance with applicable law and Borough procedures.

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 January 20, 2026.

---

Margaret Riggio, Borough Clerk



**MEMORANDUM**

**TO:** Mayor and Council  
Borough of Hightstown

**FROM:** Carmela Roberts, PE, CME, CPWM *CR*  
Borough Engineer

**DATE:** January 6, 2026

**RE:** Improvements to Maxwell Avenue  
Payment No. 1  
Our File No.: H1805

Attached please find the following in reference to Payment No. 1 and Contract Modification No. 1, which is a partial payment through November 30, 2025, for mobilization, site clearing, traffic control, construction signs, excavation test pits, and fire hydrant assembly:

1. Payment No. 1
2. Invoice No. 1
3. Contract Modification No. 1
5. Certified Payrolls
6. Monthly Project Workforce Reports

Contract Modification No. 1 increases the contract price by \$4,355.04 (0.26%). Contract Modification No. 1 includes the addition of the following supplemental item:

Supplemental Pay Item No. 1: Hydrant Installation - 351 Franklin St.  
Install Hydrant & Gate Valve @ 351 Franklin St. This cost includes labor and bedding material. The new hydrant, valve, and pipe were provided to the Contractor by Hightstown Water Department. This additional hydrant replacement was requested by the Borough during construction. The existing hydrant was outside of the project scope, but has recently been found to be damaged and in need of replacement

The total recommended amount of \$122,888.51 is funded as follows:

Capital Fund:	\$104,092.07
Water/Sewer Fund:	\$18,796.44

I recommend payment be made to Earle Asphalt Company in the amount of \$122,888.51.

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

cc: John Francis Roman, Borough Administrator  
Peggy Riggio, RMC, CMR, Borough Clerk  
Mairead Thompson, Assistant Borough Administrator  
Donna Condo, Borough CFO  
Mike Corsi, Earle Asphalt Company  
Amir Khan, Earle Asphalt Company  
Edward Manganiello, Earle Asphalt Company  
Bill Mead, Earle Asphalt Company  
Tyler Becht, Earle Asphalt Company  
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC  
Justin Streleckis, PE, Roberts Engineering Group, LLC  
Giovanni Zangrilli, Roberts Engineering Group, LLC  
Stephanie Katz, Roberts Engineering Group, LLC



**PAYMENT No. 1**  
**IMPROVEMENTS TO MAXWELL AVENUE**  
**Borough of Hightstown, Mercer County, New Jersey**  
January 6, 2026  
File No.: H1805

Item No.	Description	Units	Contract Quantity	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
1	Mobilization	LS	1.00	0.50	0.50	\$60,000.00	\$30,000.00
2	Clearing Site	LS	1.00	0.50	0.50	\$133,000.00	\$66,500.00
3	Project Video	LS	1.00	0.00	0.00	\$1,500.00	\$0.00
4	Traffic Director, Flagger	HOUR	175.00	0.00	0.00	\$90.00	\$0.00
5	Uniform Traffic Director	HOUR	350.00	37.26	37.26	\$140.00	\$5,216.40
6	Drums	UNIT	30.00	0.00	0.00	\$0.01	\$0.00
7	Traffic Cones	UNIT	30.00	0.00	0.00	\$0.01	\$0.00
8	Breakaway Barricade	UNIT	9.00	0.00	0.00	\$0.01	\$0.00
9	Construction Sign 'B' (60"x30")	UNIT	3.00	0.00	0.00	\$500.00	\$0.00
10	Construction Sign 'C' (72"x60")	UNIT	5.00	4.00	4.00	\$1,000.00	\$4,000.00
11	Construction Sign 'D' (24"x18")	UNIT	2.00	0.00	0.00	\$0.01	\$0.00
12	Construction Sign 'E' (24"x18")	UNIT	2.00	0.00	0.00	\$0.01	\$0.00
13	Construction Sign 'F' (24"x18")	UNIT	4.00	0.00	0.00	\$0.01	\$0.00
14	Construction Sign 'G' (30"x18")	UNIT	4.00	0.00	0.00	\$0.01	\$0.00
15	Construction Sign 'H' (30"x18")	UNIT	4.00	0.00	0.00	\$0.01	\$0.00
16	Construction Sign 'I' (30"x18")	UNIT	1.00	0.00	0.00	\$0.01	\$0.00
17	Construction Sign 'J' (24"x24")	UNIT	4.00	0.00	0.00	\$0.01	\$0.00
18	Construction Sign 'K' (24"x24")	UNIT	4.00	0.00	0.00	\$0.01	\$0.00
19	Construction Sign 'L' (48"x48")	UNIT	1.00	1.00	1.00	\$500.00	\$500.00
20	Inlet Filter, Type 2	UNIT	9.00	0.00	0.00	\$150.00	\$0.00
21	Excavation, Test Pit	CY	550.00	93.00	93.00	\$25.00	\$2,325.00
22	Stump Removal	UNIT	2.00	0.00	0.00	\$650.00	\$0.00
23	Tree Removal, Over 6" to 12" Diameter	UNIT	6.00	0.00	0.00	\$750.00	\$0.00
24	Tree Removal, Over 18" to 24" Diameter	UNIT	3.00	0.00	0.00	\$1,125.00	\$0.00
25	Tree Removal, Over 30" to 36" Diameter	UNIT	1.00	0.00	0.00	\$1,500.00	\$0.00
26	Tree Planting, 2" Cal.	UNIT	10.00	0.00	0.00	\$500.00	\$0.00
27	Type 'B' Inlet with Bicycle Safe Frame and Grate	UNIT	2.00	0.00	0.00	\$6,000.00	\$0.00
28	Type 'E' Inlet with Bicycle Safe Frame and Grate	UNIT	1.00	0.00	0.00	\$5,900.00	\$0.00
29	Bicycle Safe Frame and Grate, Type 'B'	UNIT	6.00	0.00	0.00	\$425.00	\$0.00
30	10" Type 'N' Eco Curb Piece	UNIT	6.00	0.00	0.00	\$675.00	\$0.00
31	8" Type 'N' Eco Curb Piece	UNIT	1.00	0.00	0.00	\$675.00	\$0.00
32	4" Type 'N' Eco Curb Piece	UNIT	3.00	0.00	0.00	\$675.00	\$0.00
33	Manhole Frame and Cover, Storm	UNIT	1.00	0.00	0.00	\$1,050.00	\$0.00
34	6" HDPE Storm Pipe	LF	725.00	0.00	0.00	\$85.00	\$0.00
35	Connect to Existing Inlet	UNIT	1.00	0.00	0.00	\$2,150.00	\$0.00
36	8" HDPE Water Main	LF	1,185.00	0.00	0.00	\$290.50	\$0.00
37	1" Type K Copper Water Service	LF	1,500.00	0.00	0.00	\$12.50	\$0.00
38	3/4" Type K Copper Water Service	LF	2,800.00	0.00	0.00	\$40.00	\$0.00
39	Curb Valve and Box	UNIT	24.00	0.00	0.00	\$3,500.00	\$0.00
40	Fire Hydrant Assembly, Complete	UNIT	4.00	1.00	1.00	\$12,500.00	\$12,500.00
41	6" Wet Tap and Valve	UNIT	1.00	0.00	0.00	\$12,500.00	\$0.00
42	8"x8" Cut-In Tee	UNIT	1.00	0.00	0.00	\$7,500.00	\$0.00
43	8" Gate Valve	UNIT	4.00	0.00	0.00	\$4,000.00	\$0.00
44	8" Insertion Valve	UNIT	1.00	0.00	0.00	\$15,000.00	\$0.00
45	6" Insertion Valve	UNIT	1.00	0.00	0.00	\$12,403.41	\$0.00
46	8"x6" Reducer	UNIT	1.00	0.00	0.00	\$635.00	\$0.00
47	6" Cap	UNIT	4.00	0.00	0.00	\$500.00	\$0.00
48	8"X8"X6" Tee	UNIT	1.00	0.00	0.00	\$1,250.00	\$0.00
49	Permanent Trench Restoration	LF	35.00	0.00	0.00	\$85.00	\$0.00
50	Permanent Trench Restoration	LF	25.00	0.00	0.00	\$75.00	\$0.00
51	Remove and Fill Existing Manhole	UNIT	1.00	0.00	0.00	\$2,500.00	\$0.00
52	4' Diameter Precast Manhole with Frame and Cover, Sanitary Sewer	UNIT	3.00	0.00	0.00	\$10,500.00	\$0.00
53	Manhole Frame and Cover, Sanitary	UNIT	8.00	0.00	0.00	\$1,050.00	\$0.00
54	8" PVC Sanitary Sewer Main	LF	25.00	0.00	0.00	\$350.00	\$0.00
55	Concrete Encasement	LF	25.00	0.00	0.00	\$20.00	\$0.00
56	Connect to Existing Manhole	UNIT	1.00	0.00	0.00	\$2,000.00	\$0.00
57	6"x8"x18" Concrete Vertical Curb	LF	2,205.00	0.00	0.00	\$55.00	\$0.00
58	8"x9"x18" Concrete Vertical Curb	LF	75.00	0.00	0.00	\$60.00	\$0.00
59	8"X10"X36" Concrete Vertical Curb	LF	85.00	0.00	0.00	\$135.00	\$0.00



Item No.	Description	Units	Contract Quantity	Total As-Built Quantity	As-Built This Period	Unit Price	Total Cost
60	Brick Paver Sidewalk	SY	2.00	0.00	0.00	\$200.00	\$0.00
61	Concrete Sidewalk, 4" Thick	SY	761.00	0.00	0.00	\$100.00	\$0.00
62	Reinforced Concrete Sidewalk, 6" Thick	SY	300.00	0.00	0.00	\$140.00	\$0.00
63	Hot Mix Asphalt Driveway, 2" Thick	SY	200.00	0.00	0.00	\$65.00	\$0.00
64	Stone Driveway	SY	100.00	0.00	0.00	\$35.00	\$0.00
65	Brick Paver Driveway	SY	5.00	0.00	0.00	\$200.00	\$0.00
66	Detectable Warning Surface	SY	12.00	0.00	0.00	\$400.00	\$0.00
67	Excavation, Unclassified, 12" Depth or Less	SY	675.00	0.00	0.00	\$20.00	\$0.00
68	Pavement Milling, 3" or Less	SY	6,840.00	0.00	0.00	\$9.88	\$0.00
69	HMA Pavement Repair	SY	680.00	0.00	0.00	\$30.00	\$0.00
70	Tack Coat	GAL	733.00	0.00	0.00	\$0.01	\$0.00
71	Hot Mix Asphalt Surface Course 9.5M64, 2" Thick	TON	890.00	0.00	0.00	\$115.00	\$0.00
72	Hot Mix Asphalt Leveling Course 9.5M64, Variable Thickness	TON	123.00	0.00	0.00	\$50.00	\$0.00
73	Hot Mix Asphalt Base Course 19M64, 6" Thick	TON	115.00	0.00	0.00	\$110.00	\$0.00
74	Select Fill	CY	70.00	0.00	0.00	\$15.00	\$0.00
75	Compacted Dense Graded Aggregate, 6" Thick	SY	130.00	0.00	0.00	\$15.00	\$0.00
76	1-1/2" Clean Stone, If & Where Directed	CY	50.00	0.00	0.00	\$30.00	\$0.00
77	30"x30" Regulatory Sign, R1-1 'Stop'	UNIT	5.00	0.00	0.00	\$280.00	\$0.00
78	18"x6" Regulatory Plaque, R1-3P 'All Way'	UNIT	3.00	0.00	0.00	\$40.00	\$0.00
79	30"x24" Regulatory Sign, R2-1 'Speed Limit 25'	UNIT	4.00	0.00	0.00	\$225.00	\$0.00
80	30"x30" Regulatory Sign, R5-1 'Do Not Enter'	UNIT	1.00	0.00	0.00	\$280.00	\$0.00
81	30"x30" Regulatory Sign, R9-20 'Bicycle Allowed Use of Full Lane'	UNIT	7.00	0.00	0.00	\$280.00	\$0.00
82	30"x24" Regulatory Sign, R10-11a 'No Turn on Red'	UNIT	1.00	0.00	0.00	\$225.00	\$0.00
83	30"x24" Regulatory Sign, R12-1 'Weight Limit 3 Tons'	UNIT	2.00	0.00	0.00	\$225.00	\$0.00
84	18"x12" Regulatory Sign, 'No Stopping or Standing'	UNIT	3.00	0.00	0.00	\$150.00	\$0.00
85	24"x24" Warning Sign, W11-1 'Bicycle'	UNIT	7.00	0.00	0.00	\$180.00	\$0.00
86	30"x30" Warning Sign, W12-1 'Double Arrow'	UNIT	1.00	0.00	0.00	\$280.00	\$0.00
87	30"x30" Warning Sign, W15-2 'Watch Children'	UNIT	2.00	0.00	0.00	\$280.00	\$0.00
88	Street Signs	UNIT	4.00	0.00	0.00	\$310.00	\$0.00
89	Traffic Marking, 24" Wide White	LF	596.00	0.00	0.00	\$6.00	\$0.00
90	Traffic Marking, 8" Wide White	LF	605.00	0.00	0.00	\$2.00	\$0.00
91	Traffic Marking, Symbol, Shared Lane Marking	SF	198.00	0.00	0.00	\$35.00	\$0.00
92	Long Life Epoxy Resin Curb Marking, Yellow	LF	715.00	0.00	0.00	\$5.25	\$0.00
93	Traffic Striping, 4" Wide Yellow	LF	300.00	0.00	0.00	\$1.00	\$0.00
94	Topsolling, 5" Thick	SY	875.00	0.00	0.00	\$15.00	\$0.00
95	Fertilizing and Seeding, Type A-3	SY	875.00	0.00	0.00	\$1.00	\$0.00
96	Fuel Price Adjustment	DOLLAR	6,500.00	0.00	0.00	\$1.00	\$0.00
97	Asphalt Price Adjustment	DOLLAR	4,000.00	0.00	0.00	\$1.00	\$0.00
98	Allowance	DOLLAR	20,000.00	0.00	0.00	\$1.00	\$0.00
S-1	Hydrant Installation - 351 Franklin Street	LS	1.00	1.00	1.00	\$4,355.04	\$4,355.04
<b>TOTAL WORK COMPLETED</b>							<b>\$125,396.44</b>
LESS: RETAINAGE 2%							\$2,507.93
<b>SUBTOTAL</b>							<b>\$122,888.51</b>
LESS: PREVIOUS PAYMENTS							\$0.00
<b>TOTAL AMOUNT DUE</b>							<b>\$122,888.51</b>
AMOUNT OF ORIGINAL CONTRACT							\$1,698,413.13
AMOUNT OF ORIGINAL CONTRACT ADJUSTED BY CHANGE ORDER NO. 1 (0.26%)							\$1,702,768.17

Borough of Hightstown  
County of Mercer

Resolution 2026-43

**RESOLUTION MAKING AND CONFIRMING PROSECUTOR AND PUBLIC  
DEFENDER FOR 2026**

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

**Public Defender**

John W. Hartmann	1 yr.	December 31, 2026
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**Alternate Public Defender**

Mario Zopicchi	1 yr.	December 31, 2026
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**Prosecutor**

Christopher Koutsouris	1 yr.	December 31, 2026
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**Alternate Prosecutors**

Carol Gold, Esq.	1 yr.	December 31, 2026
Katherine Gomolson, Esq	1 yr.	December 31, 2026
Kevin Holleran, Esq.	1 yr.	December 31, 2026
Joanna Perilli, Esq.	1 yr.	December 31, 2026
Eugene Racz, Esq.	1 yr.	December 31, 2026

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 January 20, 2026.

---

Margaret Riggio, Borough Clerk

Borough of Hightstown  
County of Mercer

Resolution 2026-44

**DECLARING PERSONAL PROPERTY SURPLUS  
NO LONGER NEEDED FOR PUBLIC USE**

**WHEREAS**, the Borough of Hightstown has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

**WHEREAS**, the Purchasing Agent has determined that the fair market value of Schedule A, in its entirety, does not exceed 15% of the Borough's bid threshold (\$7,950.00) and therefore can be sold privately; and

**WHEREAS**, any funds received from the sale of the property listed in Schedule A will be deposited in the Borough's current fund account.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Hightstown in the County of Mercer, State of New Jersey, that the Borough is hereby authorized to sell the surplus personal property as indicated on Schedule A through private sale pursuant to N.J.S.A. 40A:11-36.

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 January 20, 2026.

---

Margaret Riggio, Borough Clerk

Borough of Hightstown  
County of Mercer

Resolution 2026-44

**Schedule "A"**  
**Hightstown Borough**  
**Surplus of Personal Property**  
**January 20, 2026**

<b><u>DESCRIPTION</u></b>	<b><u>VIN #</u></b>
2001 Ford Crown Victoria	2FAFP71W81X178622
1978 Ford Bucket Truck	F60DVCC0917
1998 Dodge Dump	3B6MC3657WM250777
1986 GMC Crane Truck	1GDL7D1B5DV505388
1982 Galion Roller Vibrostatic	VOS2-66A
Electric Fork Lift	ERC100HBN48SB090SR
1981 Asphalt Reclaimer	

Borough of Hightstown  
County of Mercer

Resolution 2026-45

**APPOINTING MATTHEW WAGNER AS FIRE SUBCODE OFFICIAL**

**WHEREAS**, due to the retirement of Robert Weber, the Borough of Hightstown requires the appointment of a new Fire Subcode Official to ensure continued administration and enforcement of the New Jersey Uniform Construction Code; and

**WHEREAS**, pursuant to N.J.S.A. 52:27D-126(a), the governing body of a municipality is required to appoint the necessary subcode officials to administer and enforce the Uniform Construction Code; and

**WHEREAS**, the State of New Jersey further provides under N.J.S.A. 52:27D-126.1 that fire prevention subcode officials must be appointed by the appropriate municipal authority and must meet all qualification requirements established under the “State Uniform Construction Code Act,” P.L.1975, c. 217; and

**WHEREAS**, Matthew Wagner possesses a valid New Jersey Fire Protection Subcode Official License No. 013303, effective February 24, 2025 through July 31, 2028, satisfying all licensing and qualification standards required under N.J.A.C. 5:23-5.7 for fire protection subcode officials; and

**WHEREAS**, the Borough finds Mr. Wagner to be fully qualified and capable of fulfilling the responsibilities of Fire Subcode Official.

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

1. Matthew Wagner is hereby appointed as the Fire Subcode Official for the Borough of Hightstown.
2. This appointment shall be effective January 1, 2026.
3. Mr. Wagner shall exercise all powers, duties, and responsibilities set forth under the New Jersey Uniform Construction Code, the “State Uniform Construction Code Act,” and applicable municipal ordinances.
4. A certified copy of this resolution shall be provided to the New Jersey Department of Community Affairs, the Construction Office, and any other agencies as required by statute or regulation.

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 January 20, 2026.

---

Margaret Riggio, Borough Clerk

Borough of Hightstown  
County of Mercer

Resolution 2026-46

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR SPECIAL COUNSEL  
RONALD P. MONDELLO, ESQ.**

**WHEREAS** there exists a need for special counsel services for 2026 relating to municipal cannabis issues; and

**WHEREAS**, the Borough Council wishes to appoint Ronald P. Mondello, Esq. of Fair Lawn, New Jersey, to perform said services effective January 1, 2026; and

**WHEREAS**, the cost for the proposed services shall not exceed \$10,000.00 without further approval by the Borough Council; and,

**WHEREAS**, funds for this purpose will be made available in the 2026 budget; and,

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

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

**WHEREAS**, it has been determined that the value of this contract may exceed \$17,500, and therefore the contract is also subject to the provisions of the State’s Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.5, *et seq.*; and

**WHEREAS**, the anticipated term of this contract is for one (1) year, or until the appointment and qualification of a successor, and it may only be renewed upon further action of the Borough Council; and

**WHEREAS**, this contract is intended to be awarded as a “non-fair and open contract” pursuant to and in accordance with the Local Unit Pay-to-Play Law;

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

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

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement

Borough of Hightstown  
County of Mercer

Resolution 2026-46

between the Borough of Hightstown and Ronald P. Mondello, Esq. regarding the above-referenced professional legal services, as set forth herein.

2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Mr. Mondello is authorized by law to practice a recognized profession.
3. That this contract is being awarded in accordance with the Local Unit Pay-to-Play Law, and the Business Disclosure Entity Certification, and other certifications required pursuant to same shall be placed on file with the contract.

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 January 20, 2026.

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Margaret Riggio, Borough Clerk

ARTICLE 2-46  
**Economic Development Committee**

**§ 2-46-1. Economic Development Committee. [Ord. No. 2005-38]**

- A. Establishment. There is hereby created in and for the Borough of Hightstown an Economic Development Committee having the powers and duties enumerated herein.
- B. Members; Residency and Selection Requirements. The Economic Development Committee shall consist of seven regular members to be nominated by the Mayor and appointed with the advice and consent of the Borough Council. The members shall be residents of the Borough of Hightstown except that there may be a total of two nonresidents so long as such nonresident owns or is employed by a business located in the Borough. In addition to the regular members, there shall be two ex officio members: the Mayor shall serve as an ex officio member and one member of the Borough Council, to be named by the Council, shall also serve as an ex officio member. Vacancies shall be filled for the unexpired term in the same manner as the initial appointments were made.
- C. Chairperson of the Committee. The Committee shall choose from among its members a Chairman and such other officers as it may deem necessary.
- D. Terms of Office. All members of the Committee shall be appointed for a term of two years, except that the terms of the first appointed members shall be as follows: three of the initial members shall be appointed for a one-year term and four of the initial members shall be appointed for a two-year term. Thereafter, all members shall be appointed for two year terms.
- E. Compensation. The members of the Committee shall serve without compensation.
- F. Powers and Duties. The Committee shall have the following powers and duties:
  - (1) To study and analyze various businesses, industries and professions with a view toward ascertaining opportunities for expansion of such businesses, industries and professions within the Borough.
  - (2) To encourage expansion of existing businesses, industries and professions within the Borough, as well as the establishment of new businesses, industries and professions within the Borough, and to generally promote the economic well-being of the Borough.
  - (3) To coordinate efforts with State, County and local agencies, and in particular, County, State and local Economic Development Agencies, as well as with private agencies, regarding business, industrial and professional opportunities for the Borough.
  - (4) To recommend to the Borough Council advertising the economic advantages and opportunities and availability of real estate in the Borough, and to encourage and accomplish business, industrial and professional settlement within the Borough.
  - (5) To prepare, develop, and distribute any and all types of material and data advertising the advantages of the Borough to new businesses, industries and professions.
  - (6) To meet with prospective developers regarding potential business, industrial and professional settlement within the Borough, and to make recommendations to the

Council regarding opportunities for growth and expansion of business, industrial and professional ventures within the Borough.

- (7) To make periodic progress reports to the Council, on an as needed basis, as to the status of the Committee's efforts with respect to the matters set forth above.
  - (8) To make annual reports to the Council setting forth and detailing therein the activities and operations of the Committee during the preceding year.
- G. **Limitation on Powers.** The Economic Development Committee shall not have any powers other than those set forth, and specifically shall have no power to pledge the credit of the municipality or to enter into contracts or to otherwise create debts except as herein authorized, and shall operate within the appropriation made by the Borough Council in its annual budget.
- H. **Meetings.** The Economic Development Committee shall meet at least once per month, and its meetings shall be advertised and open to the public. Minutes of all meetings shall be kept and placed on file in the Borough Clerk's office. The operations of the Committee shall in all respects be subject to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.
- I. **Attendance; Removal.** In the event that any member of the Economic Development Committee shall miss three consecutive meetings, the Committee shall report such absences to the Mayor and Council. If the Mayor and Council, after due inquiry, are satisfied that the absences were not occasioned by reasonable cause, then the Committee member may be removed by Resolution of the Council.
- J. **Assistance.** The Economic Development Committee shall receive from all officials and all authorized boards, departments, and offices of the Borough such assistance as may be required by the Committee in performing its duties.
- K. **Funds.** There shall be appropriated in each annual budget of the Borough such sum as may be determined by the Council to be necessary for the purpose of advertising the advantages of the Borough, and the Committee is authorized to use and expend such funds for such purposes upon the adoption of the annual budget.



## Borough of Hightstown Construction Department

156 Bank Street, Hightstown, NJ 08520  
(609) 490-5100, ext. 622  
construction@hightstownborough.com  
www.hightstownborough.com

**TO:** Mayor & Council  
**FROM:** Vincent Gerald, Construction Official  
**SUBJECT:** Construction & Housing Fees  
**DATE:** January 14, 2026

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The purpose of this memorandum is to request consideration of an adjustment to Hightstown's construction-related fees in order ensure adequate funding for departmental operations.

The current fee structure does not currently offset this departments costs. An adjustment to construction fees would help ensure that the department remains financially sustainable, and reduces reliance on the general fund to support routine operations. The proposed increase is intended solely to recover actual service costs and is not designed to generate excess revenue.

Because Hightstown is largely built out, the majority of construction permits involve minor or small-scale projects. Additionally, three of the six district public schools are located in Hightstown, each of which undergoes significant annual renovation work and are 100% exempt from fees.

Housing inspection fees have remained unchanged for the past decade. However, office expenses, the need to implement specialized software, and the overall increase in the cost of living have substantially impacted operational costs. As a result, a revision of housing fees is required to ensure continued efficiency and service standards.

I respectfully request that the Mayor and Council consider this matter and evaluate the proposed revised fee schedule for introduction and possible adoption. Please feel free to contact our office should you require additional information or wish to discuss this request in more detail.

**Chapter 12 Building and Construction**  
**ARTICLE 12-1**

**§ 12-1-3. Office location. [1991 Code § 81-4]**

The public shall have the right to do business with the enforcing agency at one office location, except for emergencies and unforeseen or unavoidable circumstances. Such office location shall be at the Hightstown Borough Municipal Building, ~~148 North Main~~156 Bank Street, Hightstown.

[...]

**ARTICLE 12-2**

**§ 12-2-1. Construction permit fees. [1991 Code § 81-14; Ord. No. 847; Ord. No. 1996-6; Ord. No. 2000-19; Ord. No. 2001-16; Ord. No. 2000-19; Ord. No. 2004-31; Ord. No. 2008-09; Ord. No. 2015-18; 2-22-2022 by Ord. No. 2022-02]**

The fee for a construction permit shall be the sum of the subcode fees listed in Subsections A through E and shall be paid before the permit is issued. The fee for a reinspection, of the same type, of any subcode, after a second failure (third inspection), shall be \$80 for each subsequent time. The fee shall be submitted prior to the inspection occurring.

A. Building Subcode fees. The building subcode fees shall be:

- (1) For new construction, the permit fees shall be computed at the rate of ~~\$0.040~~\$0.070 per cubic foot of volume up to 50,000 cubic feet, and \$0.050 per cubic foot thereafter. However, structures falling into S-1 or S-2 categories shall be charged at the rate of ~~\$0.030~~\$0.050 per cubic foot; except that the minimum fee in all cases shall be ~~\$75~~\$250.
- (2) For alterations, renovations and repairs, the permit fees shall be based upon the estimated cost of the work and shall be in the amount of ~~\$35~~\$50 per \$1,000 of estimated cost, up to and including \$50,000; from \$50,001 to and including \$100,000, the additional fee shall be in the amount of ~~\$28~~\$40 per \$1,000 of estimated cost; above \$100,000, the additional fee shall be in the amount of ~~\$24~~\$35 per \$1,000 of estimated cost. For the purpose of determining estimated cost, the applicant shall submit to the enforcing agency, if available, cost data produced by the architect or engineer of record or by a recognized estimate firm or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The enforcing agency shall make the final decision regarding estimated cost. There shall be a minimum of ~~\$75~~\$150 for any permit under this section.
- (3) For additions, permit fees shall be computed the same as for new construction, ~~\$0.040 per cubic foot of volume, except that the minimum fee shall be \$75.~~and the minimum fee shall be \$250.
- (4) For additions and alterations, permit fees shall cost the sum of respective fees for alterations and additions computed separately.

(5) The fee for an above-ground swimming pool shall be ~~\$100~~\$150. The fee for a ~~an~~ residential in-ground swimming pool shall be ~~\$260~~\$350. The fee for a ~~an~~ non-residential in-ground pool ~~with a surface area greater than 550 square feet~~ shall be ~~\$400~~\$500.

(6) Retaining walls.

(a) ~~Group R-5: \$75.~~ The fee shall be \$1 per square foot of wall or \$150 whichever is greater.

~~(b) All other groups: \$35 per \$1,000.~~

(7) Gazebos: and Sheds.

(a) ~~Group R-5: \$75.~~ The fee shall be \$0.070 per cubic foot of volume or \$150 whichever is greater.

~~(b) All other groups: \$150.~~

(8) Decks, Raised Patios, platforms & stairs.

(a) The fee shall be \$1 per square foot or \$150, whichever is greater.

(9) Tents and membrane structure.

(a) The fee shall be \$250.

~~(8)~~(10) Asbestos hazard abatement fee.

(a) An administrative fee of ~~\$118~~\$200 for each construction permit issued for an asbestos hazard abatement project.

(b) An administrative fee of ~~\$24~~\$40 for each certificate of occupancy issued following the successful completion of an asbestos hazard abatement project.

~~(9)~~(11) Lead abatement fee.

(a) The fee for a permit for lead hazard abatement work shall be ~~\$196~~\$250.

(b) The fee for a lead abatement clearance certificate shall be \$39\$100.

~~(b)~~(12) There shall be a minimum fee of \$150 for any permit in this subsection.

B. Plumbing Subcode fees. Fees for the plumbing subcode shall be as follows:

Type	Fee
Water closet	<del>\$25</del> <u>\$40</u>
Urinal/bidet	<del>\$25</del> <u>\$40</u>
Lavatory	<del>\$25</del> <u>\$40</u>
Shower	<del>\$25</del> <u>\$40</u>
Floor drain	<del>\$25</del> <u>\$40</u>
Sink	<del>\$25</del> <u>\$40</u>

Dishwasher	<del>\$25</del> <u>\$40</u>
Drinking fountain	<del>\$25</del> <u>\$40</u>
Washing machine	<del>\$25</del> <u>\$40</u>
Hose bib	<del>\$25</del> <u>\$40</u>
Water heater	<del>\$25</del> <u>\$40</u>
Fuel oil piping	<del>\$25</del> <u>\$40</u>
Gas piping	<del>\$25</del> <u>\$40</u>
Steam boiler	<del>\$85</del> <u>\$110</u>
Hot water boiler	<del>\$85</del> <u>\$110</u>
Sewer pump	<del>\$100</del> <u>\$125</u>
Interceptor/separator	<del>\$85</del> <u>\$110</u>
Backflow preventer	<del>\$85</del> <u>\$110</u>
Sewer connection	<del>\$100</del> <u>\$150</u>
Water service connection	<del>\$100</del> <u>\$150</u>
Stacks	<del>\$25</del> <u>\$40</u>
Air admittance valve (AAV)	<del>\$50</del> <u>\$70</u>
Furnace	<del>\$85</del> <u>\$110</u>
Air conditioning unit	<del>\$25</del> <u>\$40</u>
Air conditioning coil	<del>\$25</del> <u>\$40</u>

Type	Fee
Split system	<del>\$25</del> <u>\$50</u>
There shall be a minimum fee of <del>\$65</del> <u>\$120</u> for this subsection.	

C. Electrical Subcode fees. Fees for the electrical subcode shall be as follows:

Type	Fee
Lighting fixtures, receptacles, switches, detectors, light poles, motors (fractional, h.p.), emergency and exit lights, communication points, and alarm devices which are less than 20 amps:	
First 50 units	<del>\$70</del> <u>\$120</u>
Each 10 units additional	<del>\$13</del> <u>\$25</u>
Pool permit (lights included)	<del>\$125</del> <u>\$175</u>
Storable pool/spa/hot tub	<del>\$125</del> <u>\$175</u>
Electrical range	<del>\$25</del> <u>\$40</u>
Electrical water heater	<del>\$25</del> <u>\$40</u>
Electrical dryer	<del>\$25</del> <u>\$40</u>
Dishwasher	<del>\$25</del> <u>\$40</u>
Air conditioning unit	<del>\$25</del> <u>\$40</u>
Space heater	<del>\$25</del> <u>\$40</u>
Baseboard heater (each)	<del>\$25</del> <u>\$40</u>
Motor or electrical device	
1 to 10 HP or 1 kw to 10 kw	<del>\$25</del> <u>\$40</u>
10 to 50 HP or 10 kw to 50 kw	<del>\$125</del> <u>\$150</u>
50 to 100 HP or 50 kw to 100 kw	<del>\$200</del> <u>\$250</u>
100+ HP or 100+ kw	<del>\$640</del> <u>\$800</u>
KW transformers/generators (under 225 amps)	<del>\$125</del> <u>\$175</u>
KW transformers/generators (225 to 1,000 amps)	<del>\$200</del> <u>\$250</u>
KW transformers/generators (over 1,000 amps)	<del>\$640</del> <u>\$800</u>
Service entrance (amp service)	Same as transformers/generators
<del>Smoke and heat detectors (one and two-family dwellings)</del>	<del>\$55</del>

Type	Fee
KW electric signs, outline lights	<del>\$70</del> <u>\$100</u>
Photovoltaic systems	
1 to 50 kilowatts	<del>\$125</del> <u>\$150</u>
51 to 100 kilowatts	<del>\$200</del> <u>\$250</u>
Greater than 100 kilowatts	<del>\$640</del> <u>\$800</u>
<u>Underground wire</u>	
<u>Upto 100 linear feet</u>	<u>\$50</u>
<u>Each 50 linear feet additional</u>	<u>\$25</u>
There shall be a minimum fee of <del>\$70</del> <u>\$120</u> for any permit in this subsection.	

D. Fire Subcode fees. The fees for the fire subcode shall be as follows:

Type	Fee
For plan review to establish fire safety	<del>\$50</del> <u>\$120</u>
<del>For inspection of new homes</del>	<del>\$50</del>
For inspection of newly installed wood stoves or fireplaces or new or rebuilt chimneys	<del>\$100</del> <u>\$150</u>
For inspection of smoke detectors:	
<b>Number of Detectors</b>	
1 to <del>20</del> <u>10</u>	<del>\$100</del> <u>\$150</u>
<del>21 to 100</del> <u>11 to 20</u>	<del>\$234</del> <u>\$250</u>
<del>101 to 200</del>	<del>\$448</del>
<del>201 to 400</del>	<del>\$856</del>
<del>401 to 1,000</del>	<del>\$1,605</del>
<del>Over 1,000</del> <u>\$75 for each additional 25 devices thereafter</u>	<del>\$2,048</del>
For inspection of storage tanks: <u>(Removal, replacement or installation of)</u>	
Up to 100 gallons, not to include drums or gas cans	<del>\$100</del> <u>\$200 Residential</u> <u>\$300 Commercial/Non-Residential</u>
For each additional 500 gallons or fraction thereof	<del>\$50</del> <u>\$100</u>
For inspection of sprinkler systems:	

**Number of Heads**

1 to 20	<del>\$100</del> <u>\$200</u>
21 to 100	<del>\$234</del> <u>\$300</u>
101 to 200	<del>\$448</del> <u>\$500</u>
201 to 400	<del>\$856</del> <u>\$1,000</u>

Type	Fee
401 to 1,000	<del>\$1,605</del> <u>\$2,000</u>
Over 1,000 <u>thereafter</u>	<del>\$2,048</del> <u>\$2,000 plus \$300 for each block of 100</u>
Independent pre-engineered systems (per system)	<del>\$165</del> <u>\$250</u>
Gas or oil-fired appliance which is not connected to the plumbing system (per appliance):	
Use Group R-5	<del>\$100</del> <u>\$150</u>
All other groups	<del>\$165</del> <u>\$225</u>
Smoke control system or fire alarm control panel replacement (per system)	<del>\$165</del> <u>\$200</u>
Supervisory devices	<del>\$100</del> <u>\$150</u>
Signaling devices	<del>\$165</del> <u>\$200</u>
Kitchen exhaust system (per system)	<del>\$165</del> <u>\$200 Residential; \$300 Commercial</u>
Engineered suppressions pre-action systems, or dry pipe/alarm valves	<del>\$165</del> <u>\$225</u>
Standpipe, hydrant or fire pump (each)	<del>\$325</del> <u>\$450</u>
Underground water service for protection (per service)	\$400

There shall be a minimum fee of \$120 for any permit in this subsection.

E. Mechanical Subcode fees. The fees for the mechanical subcode shall be as follows:

Type	Fee
Furnace	<del>\$85</del> <u>\$110</u>
Boiler, hot water or steam	<del>\$85</del> <u>\$110</u>
Water heater	<del>\$25</del> <u>\$40</u>
Air conditioning unit	<del>\$25</del> <u>\$40</u>
Air conditioning coil	<del>\$25</del> <u>\$40</u>
Split system	<del>\$25</del> <u>\$40</u>
Fuel oil equipment	<del>\$85</del> <u>\$110</u>
Gas or fuel oil piping	<del>\$25</del> <u>\$40</u>
Oil tank	<del>\$65</del> <u>\$100</u>

Temporary LPG tank	<del>\$25</del> <u>\$100</u>
Fireplace insert	<del>\$65</del> <u>\$100</u>
There shall be a minimum fee of <del>\$65</del> <u>\$120</u> for any permit in this subsection.	

**§ 12-2-2. Plan review fees. [1991 Code § 81-15; Ord. No. 847; Ord. No. 1996-6; Ord. No. 2000-19; 2-22-2022 by Ord. No. 2022-02]**

The fee for plan review shall be ~~5%~~20% of the amount charged for the construction permit. The fee for the plan review of a consultative nature where no immediate construction is planned shall be 20% of the estimated cost of the construction ~~work permit~~ or ~~\$75~~\$120, whichever is higher.

The fee for permit updates shall be \$120 or \$50 per \$1,000 of increased building costs, whichever is greater. The fee for a change of contractor only shall be \$120.

**§ 12-2-3. Demolition fees. [1991 Code § 81-16; Ord. No. 847; Ord. No. 2015-18; Ord. No. 2000-19; 2-22-2022 by Ord. No. 2022-02]**

~~A.~~—The fee for a permit for demolition of a building or structure shall be ~~\$260~~\$350 for one-family or two-family residences, ~~\$75~~\$125 for garage or storage sheds, and ~~\$300~~\$400 for all other buildings or structures. Up to 5,000 square feet & \$150 for each additional 2,500 square feet thereafter.

~~B.~~ The fee for a permit for underground storage tank removal shall be ~~\$100~~\$200 for a residential property, ~~\$250~~\$400 for all other uses.

**§ 12-2-4. Building removal; structural inspection of existing dwelling fees. [1991 Code § 81-17; Ord. No. 847; Ord. No. 2000-19; 2-22-2022 by Ord. No. 2022-02]**

~~A.~~ The fee for a permit for the removal of a building or structure from one lot to another or to a new location on the same lot shall be \$10 per \$1,000 of the sum of the estimated costs for moving, for new foundations and for placement in a complete condition in the new location, except that the minimum fee shall be \$75. The fee for setting a modular building or relocating a building shall be \$50 per \$1,000 of cost of all on site building costs, including setting, attaching, new stairs, any rehabilitation, foundation improvements or the like shall have a minimum fee of \$250. The cost of a new foundation shall be \$0.070 of the cubic volume, or \$250 whichever is greater.

~~B.~~ The fee for structural inspection of an existing dwelling shall be ~~\$75~~\$250.

**§ 12-2-5. Sign construction fees. [1991 Code § 81-18; Ord. No. 847; Ord. No. 2000-19; Ord. No. 2004-31; 2-22-2022 by Ord. No. 2022-02]**

The fee for a permit to construct a sign shall be \$4 per square foot of the surface area of the sign, except that the minimum fee shall be ~~\$75~~\$120.

**§ 12-2-6. Certificates of occupancy fees. [1991 Code § 81-19; Ord. No. 847; Ord. No. 2000-19; Ord. No. 2004-31; 2-22-2022 by Ord. No. 2022-02]**

The following fees shall be charged for certificates of occupancy:

Type	Fee
New home	<del>10%</del> <u>20%</u> of the construction permit fee, but not less than <del>\$65</del> <u>\$120</u>
Additions, etc.	<del>\$65</del> <u>\$120</u>
Change of use	<del>\$100</del> <u>\$200</u>
Continued occupancy	<del>\$65</del> <u>\$120</u>
Temporary occupancy	<del>None</del> <u>No charge for the first, \$120 each thereafter</u>

**§ 12-2-7. Biannual report to Borough Council recommending fee schedule. [1991 Code § 81-21; Ord. No. 847; Ord. No. 2000-19]**

The Construction Official shall, with the advice of the subcode officials, prepare and submit to the Borough Council biannually a report recommending a fee schedule based on the operating expenses of the agency and any other expenses of the municipality fairly attributable to the enforcement of the State Uniform Construction Code Act.

**§ 12-2-8. Surcharge. [1991 Code § 81-22; Ord. No. 847; Ord. No. 2000-19; 2-22-2022 by Ord. No. 2022-02]**

As required by the Department of Community Affairs, the enforcing agency shall collect, in addition to the fees specified above, a surcharge fee of \$0.00371 per cubic foot of volume of new construction, and \$1.90 per \$1,000 of construction costs of all other permits. Such surcharge fee shall be remitted to the Bureau of Housing Inspection, Department of Community Affairs, on a quarterly basis for the fiscal quarters ending March 31, June 30, September 30 and December 3, and not later than one month next succeeding the end of the quarter for which it is due. In the fiscal year in which the regulations first become effective, such fee shall be collected and remitted for the third and fourth quarters only. No fee shall be collected for work in accordance with N.J.A.C. §5:23-4.19. The minimum permit surcharge shall be \$1.00.

**§ 12-2-9. Report of fees collected. [1991 Code § 81-23; Ord. No. 847; Ord. No. 2000-19]**

The enforcing agency shall report annually, at the end of each fiscal year, to the Bureau of Housing Inspection, and not later than July 31, the total amount of the surcharge fee collected in the fiscal year. In the fiscal year in which the regulations first become effective, such report shall be for the third and fourth quarters only.

**§ 12-2-10. (Reserved)<sup>2</sup>**

**§ 12-2-11. Application for variation. [Ord. No. 1997-1; Ord. No. 2008-09; 2-22-2022 by Ord. No. 2022-02]**

The fee for an application for a variation in accordance with the Uniform Construction Code shall be:

Type	Fee
Group R-5	<del>\$150</del> <u>\$250</u>
All other Class 3	<del>\$165</del> <u>\$300</u>
Class 2	<del>\$165</del> <u>\$300</u>
Class 1	<del>\$820</del> <u>\$1,000</u>
Resubmissions, Class 2 and Class 3	<del>\$90</del> <u>\$120</u>
Resubmission, Class 1	

[...]

**Chapter 13 Housing  
 ARTICLE 13-7  
 Transfer of Property**

**§ 13-7-2. Fees; inspections.** [1991 Code § 121-47; Ord. No. 823; Ord. No. 94-6; Ord. No. 2004-31; Ord. No. 2008-09; Ord. No. 2015-22; Ord. No. 2018-03; amended at time of adoption of Code (see Ch. 1, General Provisions, Art. 1-8)]

The Housing Code Certificate required by § 13-7-1 hereof shall be secured from the Borough Housing Inspector. At the time of the fully completed application for such certificate, a fee of ~~\$100~~150 shall be paid, if submitted a minimum of 10 business days prior to the closing date. For fully completed applications submitted less than 10 business days prior to the closing date, a fee of ~~\$150-200~~ shall be paid. For fully completed applications submitted less than five business days prior to the closing date, a fee of ~~\$200~~\$250 shall be paid. The fee shall cover the application and initial inspection of the premises and the issuance of the certificate. In the event that any additional inspections of the premises are required because of a failure of the owner to comply with the provisions of this chapter, an additional fee of ~~\$50~~\$75 shall be paid for each additional inspection required. All fees shall be made payable to the Borough of Hightstown and be delivered to the Borough Offices and turned over to the Borough Chief Financial Officer. In the event of cancellation of a requested inspection, the Construction Office must be notified within 24 hours prior to the scheduled inspection time. Failure to do so will result in forfeiture of the inspection fee.

**ARTICLE 13-8**

**Certificate of Compliance Requirement for Changes in Occupancy of Rented Dwellings**

**§ 13-8-2. Fees; inspections.** [1991 Code § 121-49; Ord. No. 823; Ord. No. 2004-31; Ord. No. 2015-22; amended at time of adoption of Code (see Ch. 1, General Provisions, Art. 1-8)]

The Housing Code Certificate required by § 13-8-1 hereof shall be secured from the Borough Housing Inspector. At the time of the application for such certificate, a fee of ~~\$100~~\$150 shall be

paid. The fee shall cover the application and initial inspection of the premises and the issuance of the certificate. In the event that any additional inspections of the premises are required because of a failure of the landlord or owner to comply with the provisions of this chapter, an additional fee of ~~\$50~~\$75 shall be paid for each additional inspection required. All fees shall be made payable to the Borough and be delivered to the Construction Office and turned over to the Borough Chief Financial Officer. In the event of cancellation of a requested inspection, the Construction Office must be notified within 24 hours prior to the scheduled inspection time. Failure to do so will result in forfeiture of the inspection fee.

[...]

**ARTICLE 13-12**  
**Registration of Residential Rental Properties**

**§ 13-12-3. Fees. [Ord. No. 2015-22; Ord. No. 2021-14]**

- A. At the time of registration, the owner or agent of the owner must pay a one-year registration fee as follows:
- (1) For one- to three-unit dwellings: ~~\$100~~\$150 per unit.
  - (2) For dwellings of more than three but not more than 50 units: ~~\$90~~\$120 per unit, to a maximum fee of \$2,500.
  - (3) For dwellings which include more than 50 units: ~~\$80~~\$100 per unit, to a maximum fee of \$7,500.
    - (a) Inspection for rental properties with 25 and more units will consist of: common areas and a minimum of 20% of rental units, chosen by the Housing inspector, will be inspected. If units fail another 20% will be chosen and inspected until all units pass or entire complex has been inspected.
- B. Inspection at change of tenant must be completed and certificate of occupancy issued prior to tenant moving in.
- C. One re-inspection is included within the fees listed above, provided that the re-inspection occurs within 15 days of the initial inspection. Otherwise, re-inspection fees shall be ~~\$50~~\$75 per unit.
- D. If the owner of the property is a Senior Citizen who resides in one unit of a two-unit property and rents out the remaining unit, and who would otherwise qualify under the State of New Jersey property tax deduction under N.J.S.A. 54:4-8.41, there shall be no fee.
- E. The completed rental registration process must be received by April 30th. Beginning May 1st a late fee of \$25 per month/per unit will be assessed on all Rental Renewal applications.