

Consent Agenda

2026-88 Authorizing Payment of Behalf of Participants in the Borough of Hightstown Length of Service Award Program (LOSAP)

2026-89 Designating Saturday, April 25, 2026, as Arbor Day in the Borough of Hightstown

2026-90 A Resolution Approving the Arbor Day Events Organized by the Hightstown Borough Environmental Commission and Supporting the Annual Stream Cleanup Organized by the Watershed Institute

2026-91 A Resolution Authorizing the Refund of Unused Escrow Funds to CannaSense in Connection with the Borough's Cannabis Licensing Process

2026-92 A Resolution Authorizing the Refund of Unused Escrow Funds to Piff Industries in Connection with the Borough's Cannabis Licensing Process

2026-93 A Resolution Authorizing the Refund of Unused Escrow Funds to Hello High Dispensary in Connection with the Borough's Cannabis Licensing Process

2026-94 Resolution Authorizing the Borough Engineer to Request An Additional Six-Month Award Extension from the New Jersey Department of Transportation in Connection with the Grant Received for Improvements to Summit Street

2026-95 Authorizing a Shared Services Agreement with Hamilton Township for Certain Health Services (STD Clinic)

2026-96 Resolution Making and Confirming Appointments for the Economic Development Committee

2026-97 A Resolution Approving Porchfest 2026, Organized by the Hightstown Borough Cultural Arts Commission

2026-98 A Resolution Authorizing Participation in a LEAP Implementation Grant Application for Shared EMS Services with Robbinsville Township

Discussion

Cultural Arts Commission Membership

Subcommittee Reports

Mayor/Council/Administrative Updates

Executive Session **Resolution 2026-99** Authorizing a Meeting that Excludes the Public

Attorney Client Privilege

Contract Negotiations

Adjournment

Borough of Hightstown
County of Mercer

2026
MUNICIPAL BUDGET

Resolution 2026-83

Municipal Budget of the BOROUGH of HIGHTSTOWN , County of MERCER for the Fiscal Year 2026.

It is hereby certified that the Budget and Capital Budget annexed hereto and hereby made a part hereof is a true copy of the Budget and Capital Budget approved by resolution of the Governing Body on the

 6th day of April , 2026
and that public advertisement will be made in accordance with the provisions of N.J.S.A. 40A:4-6 and N.J.A.C. 5:30-4.4(d).

Certified by me, this 6th day of April , 2026

 priggio@hightstownborough.com

Clerk

 156 BANK STREET

Address

 HIGHTSTOWN NJ 08520

Address

 (609) 490-5100

Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, and the total of anticipated revenues equals the total of appropriations.

Certified by me, this 6th day of April , 2026

 ddigangi@pkfod.com

Registered Municipal Accountant

 Voorhees, Nj 08043

Address

 601 White Horse Road

Address

 856 435-6200

Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, the total of anticipated revenues equals the total of appropriations and the budget is in full compliance with the Local Budget Law, N.J.S.A. 40A:4-1 et seq.

Certified by me, this 6th day of April , 2026

 cfo@hightstownborough.com

Chief Financial Officer

DO NOT USE THESE SPACES

CERTIFICATION OF ADOPTED BUDGET

(Do not advertise this Certification form)

It is hereby certified that the amounts to be raised by taxation for local purposes has been compared with the approved Budget previously certified by me and any changes required as a condition to such approval have been made. The adopted budget is certified with respect to the foregoing only.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services

Dated: , 2026

By:

Borough of Hightstown
County of Mercer

MUNICIPAL BUDGET NOTICE

Resolution 2026-83

Section 1.

Municipal Budget of the BOROUGH of HIGHTSTOWN, County of MERCER for the Fiscal Year 2026

Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2026;

Be it Further Resolved, that said Budget be published on the official website https://www.hightstownborough.com/public-notices/ on April 16th, 2026;

Also, if applicable, it will be advertised in the following on-line publication of _____ on _____, 2026.

The Governing Body of the BOROUGH of HIGHTSTOWN does hereby approve the following as the Budget for the year 2026:

RECORDED VOTE

(Insert Last Name)

Ayes

Nays

Abstained

Absent

Notice is hereby given that the Budget and Tax Resolution was approved by the COUNCIL MEMBERS of the BOROUGH of HIGHTSTOWN, County of MERCER, on April 6th, 2026.

A Hearing on the Budget and Tax Resolution will be held at HIGHTSTOWN FIREHOUSE, on May 4th, 2026 at 6:30 o'clock P.M. at which time and place objections to said Budget and Tax Resolution for the year 2026 may be presented by taxpayers or other interested persons.

Sheet 2

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Ordinance 2026-07

ORDINANCE REAPPROPRIATING \$40,000 OF PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR THE ACQUISITION OF GARBAGE COLLECTION EQUIPMENT IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY

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

Section 1. Pursuant to N.J.S.A. 40A:2-39, it is hereby determined that the \$40,000 originally appropriated pursuant to Section 3(c)(1) of Bond Ordinance #2022-21 of the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"), finally adopted December 19, 2022, is no longer necessary for the acquisition of an automated garbage truck, including all related costs and expenditures incidental thereto.

Section 2. The \$40,000 appropriation described in Section 1 and made available pursuant to N.J.S.A. 40A:2-39 is hereby reappropriated to provide for the acquisition of garbage collection equipment, including all related costs and expenditures incidental thereto.

Section 3. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 4. This ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

INTRODUCED: March 16, 2026

ADOPTED:

MARGARET RIGGIO
BOROUGH CLERK

SUSAN BLUTH
MAYOR

Borough of Hightstown
County of Mercer

Resolution 2026-84

**A RESOLUTION PROVIDING RELIEF TO SENIOR RESIDENTS BY WAIVING
FEES FOR CERTAIN WASTE DISPOSAL STICKERS**

WHEREAS, pursuant to Article 18-1-5 of the Revised General Ordinances of the Borough of Hightstown, a waste disposal sticker is required for bulky waste items, white goods, and metal items; and

WHEREAS, the Borough Administrator and the Superintendent of Public Works have recommended providing financial relief to senior residents of the Borough; and

WHEREAS, the Mayor and Borough Council recognize the value of supporting senior citizens within the community and reducing financial burdens where feasible; and

WHEREAS, the Borough desires to waive the fee for waste disposal stickers for qualifying senior residents under certain conditions.

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

1. The fee for waste disposal stickers required for bulky waste items, white goods, and metal items shall be waived for Borough residents aged sixty-five (65) years or older.
2. Such waiver shall be limited to a maximum of two (2) waste disposal stickers per household per month.
3. The Borough Administrator and Superintendent of Public Works are hereby authorized to implement and administer this program in accordance with this Resolution.
4. This Resolution shall take effect immediately upon adoption.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-85

A RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF ROBBINSVILLE FOR MUNICIPAL COURT FACILITIES, EMPLOYEES, EQUIPMENT AND SUPPLIES

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes municipalities to enter into agreements to provide or receive shared services; and

WHEREAS, N.J.S.A. 2B:12-1(c) further permits two or more municipalities to agree, by resolution, to share municipal court facilities, employees, equipment, and supplies; and

WHEREAS, the Borough of Hightstown and the Township of Robbinsville desire to continue their shared services relationship for the operation of their respective municipal courts; and

WHEREAS, the parties have negotiated an Agreement entitled “Agreement Between the Borough of Hightstown and the Township of Robbinsville to Share Municipal Court Facilities, Employees, Equipment and Supplies (2026)”, which sets forth the terms and conditions of such shared services arrangement, for a term commencing January 1, 2026 and ending December 31, 2034, unless sooner terminated or replaced; and

WHEREAS, the Governing Body of the Borough of Hightstown has determined that it is in the best interests of the Borough to enter into said Agreement to ensure efficient, cost-effective, and compliant municipal court operations.

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

1. The Mayor and Borough Clerk are hereby authorized and directed to execute the Shared Services Agreement with the Township of Robbinsville for municipal court facilities, employees, equipment, and supplies, in substantially the form attached hereto.
2. The Agreement shall become effective upon execution and upon approval by the Administrative Office of the Courts and the Assignment Judge of the Superior Court of New Jersey, Mercer County, as required.
3. The Municipal Clerk is hereby authorized to forward a certified copy of this Resolution and the executed Agreement to all appropriate parties and agencies as required by law.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

**AGREEMENT BETWEEN THE BOROUGH OF HIGHTSTOWN
AND THE TOWNSHIP OF ROBBINSVILLE TO SHARE MUNICIPAL COURT
FACILITIES, EMPLOYEES, EQUIPMENT AND SUPPLIES
2026**

THIS AGREEMENT made this ____ day of _____, 2026, by and between:

THE BOROUGH OF HIGHTSTOWN (“Hightstown”), a municipal corporation of the State of New Jersey, with its temporary principal offices located at 156 Bank Street, Hightstown, New Jersey 08520; and

THE TOWNSHIP OF ROBBINSVILLE (“Robbinsville”), a municipal corporation of the State of New Jersey, with its principal offices located at 2298 Route 33, Robbinsville, New Jersey 08691.

(Hightstown and Robbinsville will be collectively referred to herein as the “Parties”).

WITNESSETH:

WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1 *et seq.* (the “Act”), authorizes local units of this State to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, N.J.S.A. 2B:12-1(c) provides that “two or more municipalities, by ordinance or resolution, may agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts and to agree to appoint judges and administrators without establishing a joint municipal court”; and

WHEREAS, Hightstown is in need of facilities, employees, equipment and supplies (the “Facilities”, “Employees”, and “Equipment and Supplies”, respectively) in order to provide services (the “Services”) to effectively operate the Hightstown Borough Municipal Court in accordance with all statutory requirements and pursuant to the direction and oversight of the Assignment Judge of Mercer County; and

WHEREAS, Hightstown and Robbinsville have previously entered into Agreements in order to share facilities, employees, and equipment relating to their respective municipal court operations in accordance with N.J.S.A. 2B:12-1(c) in order to conserve resources and to provide for a more efficient and more economically sound municipal court system, while each municipality had maintained its right to appoint its own judge, prosecutor and public defender; and

WHEREAS, the Parties wish to continue and build upon this existing relationship for Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, for the term referenced herein, in accordance with the terms and conditions set forth in the within Agreement, effective upon the following: (1) execution of the within Agreement; and (2) approval of the Administrative Office of the Courts (hereinafter, the “AOC”) and the Assignment Judge of the Superior Court of New Jersey, Mercer County Vicinage (hereinafter, the “Assignment Judge”), whichever occurs later; and

WHEREAS, the Governing Bodies of both Robbinsville and Hightstown find that it is in the best interests of the Parties to continue to collectively provide for and share the Facilities, Employees, Equipment and Supplies, and the provision of Services thereby, under the terms and conditions referenced herein;

NOW, THEREFORE, with the foregoing Recitals incorporated herein by reference and in consideration of the mutual covenants contained herein, Robbinsville and Hightstown, intending to be legally bound, hereby agree as follows:

1. Provision of Space within the Robbinsville Municipal Court Area. Robbinsville shall provide Hightstown with space in the Robbinsville Municipal Court Area in which to conduct Hightstown’s Municipal Court (the “Area”) and the Parties agree to share the Area referenced herein, pursuant to N.J.S.A. 2B:12-1(c), in accordance with the terms and conditions set forth herein.

A. Judge’s Chambers. Each Party recognizes and understands that the area delegated as the Judge’s chambers is for the sole use of the Judge of each Party. No other individual shall use that office without written approval from the Court Administrator of Robbinsville.

2. Provision of Staff within the Robbinsville Municipal Court Building.

A. Municipal Judge. Each Party shall appoint its own individual(s) to serve as municipal judge and shall be responsible for the direct and indirect expenses relating to the salary compensation thereof. If at any time during this Agreement the Parties agree to utilize the same individual(s) for municipal judge, a new agreement governing the terms of same shall be adopted by both municipalities and shall be submitted to the AOC and Assignment Judge for approval.

B. Municipal Prosecutor and Public Defender. The offices of municipal prosecutor and public defender for each Party shall be governed by Section 3 below.

C. Certified Court Administrator, Deputy Court Administrator and Violations Clerks. The offices of certified court administrator, deputy court administrator, and violations clerks for each Party shall be governed by Section 3 below.

D. Security. While the Robbinsville and Hightstown Municipal Courts operate under COVID-19 protocols established by the New Jersey Judiciary, security for weapons screening at the entry of the courtroom prior to and during any court sessions held

in-person, and within the courtroom during all in-person court sessions as per the approved court security plan, shall be provided by Robbinsville for Robbinsville court sessions and Hightstown for Hightstown court sessions. Upon the Robbinsville and Hightstown Municipal Courts resuming full in-person sessions, Robbinsville shall be responsible for providing security for both Robbinsville and Hightstown Court sessions. Provisions of employment for security staff shall be governed by Section 3 below.

- E. Prisoner Transportation. Hightstown shall be responsible for the transport of all persons held in custody on warrants or summons and sentencing emanating from Hightstown. Robbinsville shall permit the temporary use of custodial facilities while court is in session for any session occurring prior to Hightstown's occupancy of its new police facilities located at 2300 Route 33, Robbinsville. Once Hightstown occupies its new police facilities as referenced above, it shall have equal use of the custodial facilities located therein pursuant to a separate agreement.
- F. Designated Court Dates/Times. Robbinsville shall provide the use of its Facilities to Hightstown on the first and third Wednesdays of each month for sessions at 4:00 p.m. and 5:00 p.m., and the second and fourth Wednesdays of each month for sessions at 1:00 p.m., or at such times as mutually agreed to by the Parties.

3. Provision of Employees to Provide the Services.

- A. Municipal Prosecutor and Public Defender.
 - i. Robbinsville shall contract for and appoint a municipal prosecutor and public defender in accordance with all statutory requirements.
 - ii. Within thirty (30) days of the execution of this Agreement by both Parties Hightstown shall appoint to its respective offices the municipal prosecutor and public defender appointed by Robbinsville.
 - iii. The municipal prosecutor and public defender shall be considered contracted professionals of Robbinsville and Hightstown depending upon the municipal court same is appearing before during a particular session. Robbinsville shall be responsible for compensation to the municipal prosecutor and public defender in accordance with the terms and rates set forth in the applicable professional services agreements.
 - iv. In return for the provision of the Services referenced herein, Hightstown agrees to pay to Robbinsville the per session cost, as set forth in the applicable professional services agreements, for each session the municipal prosecutor and public defender is appearing before the Hightstown Borough Municipal Court.

- v. Notwithstanding the provisions set forth in subsections i through iv, above, Hightstown reserves the right to appoint its own municipal prosecutor and public defender (i.e., a separate professional who is not also appointed by Robbinsville) and to enter into contractual arrangements therewith, in accordance with all applicable statutory requirements. In the event that Hightstown elects to exercise this right, it shall notify Robbinsville in writing no less than thirty (30) days prior to the effective date of the intended change. Upon opting to appoint its own separate municipal prosecutor or public defender (who is not likewise appointed by Robbinsville), Hightstown shall be responsible for directly paying any and all contractual costs charged by that professional; Robbinsville shall have no role or responsibility in Hightstown's contractual relationship with its professional. In the event that Hightstown chooses to appoint solely either a prosecutor or public defender who is not likewise appointed by Robbinsville, the terms applicable to the attorney in common with Robbinsville shall remain unaltered, consistent with the stipulations delineated in subsections i through iv above.

B. Certified Court Administrator, Deputy Court Administrator and Violations Clerks.

- i. Robbinsville shall provide the Services to Hightstown, through the use of the Robbinsville employees ("Robbinsville Employees"), in order to administer, manage and oversee all operations of the Hightstown Borough Municipal Court, in accordance with all statutory requirements and subject to the direction and oversight of the Assignment Judge of Mercer County.
- ii. The Robbinsville Employees shall have the powers and perform the duties of Certified Court Administrator, Deputy Court Administrator, and Violations Clerk, respectively, in the same manner as if they were employed by Hightstown. These powers and duties shall include, but not be limited to, those set forth in N.J.S.A 2B:12-13, *et seq.*
- iii. The Robbinsville Employees shall maintain their status as employees of Robbinsville and shall not be considered employees of Hightstown. Robbinsville shall be responsible for direct salary compensation to the Robbinsville employees and continue to pay all indirect expenses relating to salary compensation, including but not limited to payroll taxes, pension, worker's compensation, healthcare coverage, etc., for same (inclusively the "Costs").
- iv. The Services referenced herein shall be provided to Hightstown by Robbinsville, through the Robbinsville Employees, based upon a split reflecting the percentage of work performed by the Robbinsville Employees in relation to the Robbinsville Municipal Court and Hightstown Municipal Court in a given year. For each calendar year the split shall be determined by calculating the percentage of work performed in relation to the

Robbinsville Municipal Court and Hightstown Municipal Court in the immediate preceding year. For example, for 2027, the percentage split shall be based upon the percentage of work performed in relation to the Robbinsville Municipal Court and Hightstown Municipal Court in 2026. For calendar year 2026 (“CY2026”), the percentage split is Eighty/Twenty Percent (80%/20%), with Robbinsville being responsible for Eighty Percent (80%) of the Costs and Hightstown being responsible for Twenty Percent (20%) of the Costs. For CY2026, the salaries of the Robbinsville Employees shall be those as set forth in Exhibit A attached hereto and made part hereof.

Additionally, for each hour worked by the Robbinsville Employees in excess of 35 total hours per week, on matters exclusive to the Hightstown Borough Municipal Court, the hourly rates as specified in Exhibit A shall apply during CY2026.

- v. For any after-hours call on a matter exclusive to the Hightstown Borough Municipal Court, the OT hourly rates as specified in Exhibit A shall apply during CY2026. For purposes of this Agreement, an after-hours call is any call received by the Court Administrator or Deputy Court Administrator outside of 8:30 AM – 4:30 PM, Monday through Friday, or outside of any court session, from any judicial or law enforcement agency that is related to a Court matter.
 - vi. Robbinsville reserves the right to employ a part time Violations Clerk during the term of this Agreement. If such employment is made in CY2026, it shall be at the hourly salary as set forth in Exhibit A attached hereto and made part hereof.
 - vii. Each year, Exhibit A shall be updated to reflect the applicable salaries, hourly rates and OT hourly rates that shall be used to determine the Costs for that given year. Robbinsville shall effort to update the salaries, hourly rates and OT hourly rates as set forth in Exhibit A by March 1 of each year for which the salaries, hourly rates and OT hourly rates shall apply.
 - viii. It is understood that the Robbinsville Employees are not being appointed by Hightstown, but rather, their services as Certified Court Administrator, Deputy Court Administrator, and Violations Clerks are controlled by this Agreement.
- C. Security. While the Robbinsville and Hightstown Municipal Courts operate under COVID-19 protocols established by the New Jersey Judiciary, Robbinsville police officers shall provide court security for all sessions of the Robbinsville Township Municipal Court and Hightstown police officers shall provide court security for all sessions of the Hightstown Borough Municipal Court as per the approved court security plan. Upon the Robbinsville and Hightstown Municipal Courts resuming

full in-person sessions, Robbinsville shall be responsible for providing security for both Robbinsville and Hightstown Court sessions as follows:

- i. Robbinsville shall provide to Hightstown, through the use of Robbinsville Employees, security for weapons screening at the entry of the courtroom prior to and during, and within the courtroom during all court sessions of the Hightstown Borough Municipal Court as per the approved court security plan (“Security Services”).
- ii. The Robbinsville Employees, consisting of a bailiff and court officer, shall have the powers and perform their security duties in the same manner as if they were employed by Hightstown.
- iii. The Robbinsville Employees shall maintain their status as employees of Robbinsville and shall not be considered employees of Hightstown. Robbinsville shall be responsible for direct salary compensation to the Robbinsville Employees and continue to pay all indirect expenses relating to salary compensation, including but not limited to payroll taxes, pension, worker’s compensation, healthcare coverage, etc., for same (inclusively the “Costs”).
- iv. The Security Services referenced herein shall be provided to Hightstown by Robbinsville, through the Robbinsville Employees, for each session of the Hightstown Borough Municipal Court. Hightstown shall be responsible for all of the Costs accrued during each session, based upon the hourly rates then applicable to the Bailiff and Court Officer. These hourly rates do not include indirect expenses, which Hightstown shall be responsible for in addition to the direct hourly rate. In the event Robbinsville raises the salary of any Robbinsville Employees, these hourly rates shall increase accordingly.
- v. It is understood that the Robbinsville Employees are not being appointed by Hightstown, but rather, their services are controlled by this Agreement.

4. Provision of Equipment and Supplies.

- A. Robbinsville shall provide the necessary Equipment and Supplies to Hightstown in order to allow Hightstown to effectively operate the Hightstown Borough Municipal Court
- B. In return for the provision of the Equipment and Supplies referenced herein by Robbinsville to Hightstown, Hightstown agrees to pay Twenty Percent (20%) of the costs associated with the provided Equipment and Supplies.
- C. For any equipment and supplies that are Court-specific, including but not limited to letterhead and envelopes, the Party whose court the Court-specific equipment and

supplies are for is responsible for procuring same and shall pay One Hundred Percent (100%) of the costs associated with such equipment and supplies.

- D. For purchases of equipment that shall be used by each Party and are expected to exceed Six Thousand Dollars (\$6,000.00) each Party agrees to split the cost of same equally. Robbinsville shall initiate the purchasing process and shall allow Hightstown an opportunity to review the proposed purchase and approve of same prior to making such purchase.

5. Bank Accounts. In accordance with N.J.S.A. 2B:12-1, *et seq.*, the Parties each will maintain their own general and bail account. These accounts will be maintained according to standardized financial procedures established to process and track all monies received in the municipal courts. The Parties will receive and appropriately distribute all fines generated by all cases on their respective dockets. Robbinsville and Hightstown will maintain dedicated funds in accordance with the Parking Offenses Adjudication Act (POAA) and Alcohol Education Rehabilitation and Enforcement (DWI) Act, which will be made available to their respective Municipal Courts.

6. Liabilities. Any liability associated with or concerning Robbinsville or Hightstown determined to exist prior to or after the Effective Date of this Agreement shall be the sole responsibility of the Party that incurred such liability.

7. Caption. In accordance with N.J.S.A. 2B:12-1, *et seq.*, the identities of the individual courts shall continue to be expressed in the captions of orders and process.

8. Term. The term of this Agreement shall commence on January 1, 2026 (the “Effective Date”) and terminate on December 31, 2034, or the date upon which the Parties execute a new agreement governing the subject matter hereof, whichever occurs sooner.

9. Consideration.

- A. During the term of this Agreement Hightstown shall pay to Robbinsville a quarterly fee of Eighteen Thousand Dollars (\$18,000.00) for use of the Area, such fee being null and void while Hightstown makes Annual Costs payments pursuant to Section 8 of the existing agreement by and between Hightstown and Robbinsville, entitled Shared Services Agreement Between the Borough of Hightstown and the Township of Robbinsville for the Renovation and Sharing of a New Police / Municipal Court Facility, entered into in February 2025.
- B. During the term of this Agreement payment shall be made by Hightstown to Robbinsville for the Robbinsville Employees on a quarterly basis, in accordance with invoices provided by Robbinsville to Hightstown, which detail(s) the number of hours performed by the Robbinsville Employees for Hightstown during the prior quarter, and based upon the provisions of Section 3 above.
- C. During the term of this Agreement payment shall be made by Hightstown to Robbinsville for the Equipment and Supplies on a quarterly basis, in accordance

with invoices provided by Robbinsville to Hightstown based upon the provisions of Section 4 above.

- D. Administrative Fee. For CY2026, Hightstown shall pay to Robbinsville a quarterly fee of Two Thousand Dollars (\$2,000.00) as consideration for the drafting and administration of the provisions of this Agreement. For each remaining year of this Agreement after CY2026, Hightstown shall pay to Robbinsville a quarterly fee of One Thousand Five Hundred Dollars (\$1,500.00) as consideration for the administration of the provisions of this Agreement.
- E. Payment by Hightstown to Robbinsville shall be made within thirty (30) days of the date of each invoice or the next business day if the thirtieth day falls on a weekend or holiday designated by Robbinsville.
- F. Robbinsville, based upon its best available information and knowledge, shall effort to provide to Hightstown by January 1, an estimate of the total payment to be made by Hightstown under this Agreement for the following year.

10. Hold Harmless/Indemnification.

Hightstown shall defend, indemnify and hold harmless Robbinsville, its officers, employees and agents, from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, including reasonable attorney's fees, sustained by any person or persons, including but not limited to employees of the municipality arising out of or in any way connected with Hightstown's intentional or negligent acts or omissions in connection with this Agreement.

Robbinsville shall defend, indemnify and hold harmless Hightstown, its officers, employees and agents from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, including reasonable attorney's fees, sustained by any person or persons, including but not limited to employees of the municipality arising out of or in any way connected with Robbinsville's intentional or negligent acts or omissions in connection with this Agreement.

11. Insurance. Robbinsville and Hightstown shall each be responsible for insuring their own officers, directors, employees, volunteers, and agents against any demand or claim, assertion of liability, or any action founded thereon, including reasonable attorneys' fees, arising out of, or alleged to have arisen out of the performance of any activity under the terms of this Agreement.

12. Accounting. Accounting and records maintenance for the Parties shall be the responsibility of each Party to whom the records apply.

13. Communications Between the Parties.

- A. Communications between the Parties regarding the provision of the Area, Employees, Equipment and Supplies under this Agreement shall be directed to the

Business Administrator of the respective Party; however, nothing contained within this paragraph shall prevent the Business Administrator or Mayor of either Party from contacting their counterpart for the other Party with information or suggestions regarding the Facilities, Employees, Equipment and Supplies provided hereunder.

- B. The Parties agree to meet at least annually to discuss the provision of the Facilities, Employees, Equipment and Supplies under this Agreement, the costs associated with the same, and any other matters that are relevant to the within Agreement.

14. Termination. This Agreement may be terminated only upon mutual written consent of the Parties.

15. Notices. All notices, statements, or other documents required by this Agreement shall be hand-delivered or mailed to the following designated municipal representatives:

- A. The designated municipal representative for Robbinsville is:

Township Clerk
Township of Robbinsville
2298 Route 33
Robbinsville, New Jersey 08691

- B. The designated municipal representative for Hightstown is:

Borough Clerk
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

16. Choice of Law. Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

17. Venue. Any dispute regarding the terms of this Agreement shall be venued in New Jersey Superior Court, Mercer County.

18. Assignment and Waiver. The rights, duties and obligations of this Agreement may not be assigned without either Party's prior written consent and it is agreed that a failure or delay in the enforcement of any of the provisions of this Agreement by either Party shall not constitute a waiver of those provisions.

19. Entire Agreement. This Agreement sets forth the entire understanding of the Parties and cannot be changed or modified orally.

20. Modification. This Agreement may only be supplemented, amended or revised in writing, which has been duly authorized by the Parties and signed by the proper authorized representatives thereof.

21. Mutually Drafted. The Parties hereto acknowledge that the drafting of this Agreement is a mutual effort between the Parties and that this Agreement is not to be construed against either Party as the drafter.

22. Severability. In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable, in any respect, by any court of competent jurisdiction, the rest of this Agreement shall nevertheless remain in full force and effect.

23. AOC and Assignment Judge Approval. The Parties acknowledge and agree that this Agreement is contingent upon and subject to the approval of the AOC and the Assignment Judge, and that the Agreement shall not become effective until such approval(s) have been received.

24. Filing. A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and have caused this Agreement to be dated as of the day and year written above.

ATTEST:

BOROUGH OF HIGHTSTOWN

Peggy Riggio, Municipal Clerk

Susan Bluth, Mayor

ATTEST:

TOWNSHIP OF ROBBINSVILLE

Michele Seigfried, Municipal Clerk

Michael J. Todd, Mayor

Exhibit A

CY2026 Annual Salaries

Court Administrator	\$89,000.00
Deputy Court Administrator	\$65,000.00
Senior Violations Clerk	\$45,000.00
Violations Clerk No. 2	\$40,000.00
Violations Clerk No. 3 (Part Time)	N/A

CY2026 Hourly Salaries

Court Administrator	\$48.90
Deputy Court Administrator	\$35.71
Senior Violations Clerk	\$24.73
Violations Clerk No. 2	\$21.98
Violations Clerk No. 3 (Part Time)	\$18.00

CY2026 OT Hourly Rates*

Court Administrator	\$73.35
Deputy Court Administrator	\$53.57

* Minimum one (1) hour OT per After-Hours Call.

Borough of Hightstown
County of Mercer

Resolution 2026-86

AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HIGHTSTOWN AND THE TOWNSHIP OF ROBBINSVILLE FOR EMERGENCY MEDICAL SERVICES

WHEREAS, the Borough of Hightstown (“Hightstown”) and the Township of Robbinsville (“Robbinsville”) are authorized pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., to enter into agreements for the joint provision of services; and

WHEREAS, Hightstown has determined that it is in the best interest of the Borough to contract with Robbinsville for the provision of emergency medical ambulance services (EMS Services); and

WHEREAS, Robbinsville has agreed to provide EMS Services to Hightstown under the terms and conditions set forth in a Shared Services Agreement; and

WHEREAS, the Agreement provides for a term commencing January 1, 2026 and expiring December 31, 2034; and

WHEREAS, the Agreement further provides that Hightstown shall pay Robbinsville an annual fee of \$40,000 for the years 2026 through 2028, and thereafter an amount equal to the salary and benefits of the lowest cost Robbinsville EMT for each year through 2034; and

WHEREAS, the Agreement also includes the sale of Hightstown’s ambulance to Robbinsville for a total sum of \$100,000, payable over three years; and

WHEREAS, the Governing Body has reviewed the Agreement and finds it to be in the best interest of the Borough of Hightstown to enter into same.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that the Mayor and Borough Clerk are hereby authorized and directed to execute the Shared Services Agreement with the Township of Robbinsville for EMS Services, in substantially the form attached hereto.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

**SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF
ROBBINSVILLE AND BOROUGH OF HIGHTSTOWN – EMS SERVICES**

THIS SHARED SERVICES AGREEMENT (“Agreement”) is entered into on _____, 2026, by and between the **TOWNSHIP OF ROBBINSVILLE**, a municipal corporation of the State of New Jersey, with offices at 2298 Route 33, Robbinsville, New Jersey, 08691 hereinafter referred to as “Robbinsville”, and the **BOROUGH OF HIGHTSTOWN**, a municipal corporation of the State of New Jersey, with offices at 156 Bank Street, Hightstown, New Jersey, 08520, hereinafter referred to as “Hightstown” (collectively, Robbinsville and Hightstown are hereinafter referred to as the “Parties”).

Witnesseth that:

Whereas, Hightstown desires to contract with Robbinsville for the provision of emergency medical ambulance services (hereinafter “EMS Services”); and

Whereas, Robbinsville is agreeable to providing said EMS Services to Hightstown for a fee and certain specified conditions; and

Whereas, Robbinsville desires to contract with Hightstown for the acquisition of an ambulance owned by Hightstown to aid in the provision and expansion of the EMS Services; and

Whereas, Hightstown is agreeable to selling its ambulance to Robbinsville for a certain price; and

Whereas, the *Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.* permits local units of this State to enter into a contract with any other local unit for the joint provisions within their combined jurisdictions of any service which any party to the agreement is empowered to render within its jurisdiction; and

Whereas, Robbinsville and Hightstown have authorized and approved of this Agreement by resolution duly adopted pursuant to *N.J.S.A. 40A:65-5* of the *Uniform Shared Services Consolidation Act*;

Now, Therefore, in consideration of the mutual agreements and covenants contained herein, the Parties hereto agree as follows:

- 1. Term.** This Agreement shall take effect January 1, 2026, and expire December 31, 2034.
- 2. Scope of Services.** During the term of this Agreement Robbinsville shall provide the requested EMS Services to Hightstown through EMTs employed directly by Robbinsville and operated under the purview of the Robbinsville Township Division of Fire. Additionally, Robbinsville shall acquire Hightstown’s ambulance, as identified in Section 4 below, to aid in the provision and expansion of the EMS Services.

3. **Fees.** For calendar years 2026, 2027, and 2028, Hightstown shall pay Robbinsville an annual fee of Forty Thousand Dollars (\$40,000.00) for the provision of EMS Services under this Agreement. For calendar years 2029 through 2034, Hightstown shall pay Robbinsville an annual fee equivalent to the calendar year salary and benefits costs of the lowest cost Robbinsville EMT for each particular calendar year.

4. **Hightstown Ambulance.** Hightstown shall transfer clear title to its ambulance bearing VIN **1FDXE4FS6GDC18054** (“Ambulance”), and any appurtenances thereto, to Robbinsville within thirty (30) days of the date of mutual approval of this Agreement. In consideration for such transfer of title, Robbinsville shall pay Hightstown the total sum of One Hundred Thousand Dollars (\$100,000.00) for the Ambulance, payable as follows:

CY2026: Forty Thousand Dollars (\$40,000.00)

CY2027: Thirty Thousand Dollars (\$30,000.00)

CY2028: Thirty Thousand Dollars (\$30,000.00)

In conjunction with the sale and acquisition of the Ambulance by Hightstown and Robbinsville, respectively, Hightstown and Robbinsville agree to join in an application for a FY2026 LEAP grant by the State of New Jersey for the rebranding and outfitting of the Ambulance. The Parties agree to fulfill any application requirements thereof.

5. **Billing and Payment.** For the annual fee, Robbinsville shall provide Hightstown with itemized billings on a quarterly basis for services rendered. Payment shall be due from Hightstown within thirty (30) days of the date of billing and all payments shall be made payable to the Township of Robbinsville.

For the annual payment for the Ambulance, Robbinsville shall pay Hightstown the applicable calendar year payment by July 1 of the year for which the payment is due. For example, Robbinsville shall pay Hightstown \$40,000.00 by July 1, 2026, for the CY2026 Ambulance payment.

6. **Hold Harmless/Indemnification.**

Hightstown shall defend, indemnify and hold harmless Robbinsville, its officers, employees and agents, from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, including reasonable attorney’s fees, sustained by any person or persons, including but not limited to employees of the municipality arising out of or in any way connected with Hightstown’s intentional or negligent acts or omissions in connection with this Agreement.

Robbinsville shall defend, indemnify and hold harmless Hightstown, its officers, employees and agents from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, including reasonable attorney’s fees, sustained by any person or persons, including but not limited to employees of the municipality arising out of or in any way connected

with Robbinsville's intentional or negligent acts or omissions in connection with this Agreement.

7. **Insurance.** Robbinsville and Hightstown shall each be responsible for insuring their own officers, directors, employees, volunteers, and agents against any demand or claim, assertion of liability, or any action founded thereon, including reasonable attorneys' fees, arising out of, or alleged to have arisen out of the performance of any activity under the terms of this Agreement.
8. **Extension or Termination.** Each party shall notify the other in writing at least ninety (90) days prior to expiration of this Agreement if it desires to extend the contract. This Agreement may be terminated prior to the expiration of the term upon mutual written consent of the Parties. Additionally, this Agreement may be terminated by either Party upon written notice to the other Party in the event the other Party is in material default of its obligations under this Agreement, including, but not limited to, failure to provide EMS Services, loss, suspension, or revocation of any license, certification, approval, or other legal authority necessary to provide the EMS Services contemplated herein, or failure to make timely payment of any fee specified hereunder, and such default is not cured within ninety (90) days after written notice from a Party specifying the nature of the default.
9. **Notices.** All notices, statements, or other documents required by this Agreement shall be hand-delivered or mailed to the following designated municipal representatives:
 - A. The designated municipal representative for Robbinsville is:

Township Clerk
Township of Robbinsville
2298 Route 33
Robbinsville, NJ 08691
 - B. The designated municipal representative for Hightstown is:

Borough Clerk
Borough of Hightstown
156 Bank Street
Hightstown, NJ 08520
10. **Choice of Law.** Any dispute arising under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.
11. **Entire Agreement.** This Agreement sets forth the entire understanding of the Parties and cannot be changed or modified orally.
12. **Modification.** This Agreement may only be supplemented, amended or revised in writing, which has been duly authorized by the Parties and signed by the proper authorized representatives thereof.

13. Severability. In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable, in any respect, by any court of competent jurisdiction, the rest of this Agreement shall nevertheless remain in full force and effect.

14. Existing Agreements. The terms of the existing agreement entitled First Amended Shared Services Agreement Between the Township of Robbinsville and Borough of Hightstown – EMS Services, dated May 2025, shall be supplanted in full by the terms of this Agreement.

15. Filing. A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

IN WITNESS WHEREOF, parties of the Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

ATTEST: (Affix Seal)

TOWNSHIP OF ROBBINSVILLE

MICHELE SEIGFRIED
Township Clerk

MICHAEL J. TODD, Mayor

ATTEST: (Affix Seal)

HIGHTSTOWN BOROUGH

MARGARET RIGGIO
Borough Clerk

SUSAN BLUTH, Mayor

Borough of Hightstown
County of Mercer

Resolution 2026-87

**RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR THE
AAWWTP INFLUENT PUMP STATION DRYWELL UPGRADES PROJECT**

WHEREAS, the Borough of Hightstown previously awarded a contract to Sovereign Consulting, Inc., Robbinsville, New Jersey, for the AWWTP Influent Pump Station Drywell Upgrades Project in the amount of \$224,000.00, pursuant to Resolution 2025-233; and

WHEREAS, the project is funded through the New Jersey Water Bank program administered by the New Jersey Department of Environmental Protection (NJDEP) and the New Jersey Infrastructure Bank (NJIB); and

WHEREAS, the Borough Engineer has reviewed and recommended approval of Change Order No. 1 to the contract; and

WHEREAS, Change Order No. 1 provides for the rental of a temporary bypass pump, including delivery and pickup, to maintain continuous operation of the Influent Pump Station while existing pumps are removed and refurbished; and

WHEREAS, the original project specifications anticipated that the Borough would provide the bypass pump; however, due to cost considerations and operational needs, the Borough requested that the Contractor provide the bypass pump rental as a pass-through cost without markup; and

WHEREAS, Change Order No. 1 adds supplemental items for bypass pump delivery, pickup, and a six (6) month rental period, resulting in an increase to the contract in the amount of \$25,000.00, representing an 11% increase; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose through appropriation line C-08-55-972-000-542.

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. Change Order No. 1 for the AWWTP Influent Pump Station Drywell Upgrades Project is hereby approved in the amount of \$25,000.00.
2. The adjusted contract amount is hereby increased from \$224,000.00 to \$249,000.00.
3. The Mayor, Borough Clerk, and other appropriate Borough officials are hereby authorized to execute Change Order No. 1 and any related documents.

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 April 6, 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-08-55-972-000-542	W/S Capital Drywell	\$25,000 – Change Order #1

Donna Condo, CFO DATE



Roberts
ENGINEERING GROUP LLC

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

March 26, 2026

Mayor and Council
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520
Email: administrator@hightstownborough.com

Re: Change Order Review
AWWTP Influent Pump Station Drywell Upgrades
NJIB No.: S340915-08 (Contract 2 of 2)
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1684

Dear Mayor and Council:

Enclosed for your review, please find the following:

- Copy of NJDEP Contract Modification No. 1, signed by Sovereign Consulting Inc. and Roberts Engineering Group, LLC, dated March 25, 2026.

As you know, the contract for the above-mentioned project was awarded in December 2025. The Contractor, Sovereign Consulting, is preparing for mobilization on site.

The scope of work will require the installation of a temporary Bypass Pump. The existing Influent Pump Station contains two (2) pumps which will be removed one at a time and sent to be refurbished at a third-party repair shop. There must be a Bypass Pump installed for the duration of the project to provide a redundant backup while each existing pump is being refurbished. The Contractor will install a Bypass Pump to divert the influent flow past the Influent Pump Station and discharge directly to the grit chamber.

The Bypass Pump was discussed with the Plant Operator during the design phase, and the bypass pumping was originally going to be provided by the Borough as stated in the project specifications. Recently the Operator intended to rent a bypass pump. However, the rental fee exceeded his estimated budget.

Once the construction was awarded, the Borough requested that the Bypass Pump Rental be provided by the Contractor instead of through the Plant's operating budget. The Contractor has agreed to add this rental fee as a pass-through cost without additional markup.

The Bypass Pump Rental will be added to the contract as the following Supplemental Items: Item No. S1 for the Delivery and Pickup, and Item No. S2 for the monthly rental fee. These supplemental items equal \$25,000.00. The fee is based on a 6-month rental which exceeds the anticipated time needed to refurbish and deliver the two existing pumps. If refurbishment is delayed an extended rental may be needed.

I recommend the Borough approve Change Order No. 1 in the amount of \$25,000.00 (11%).

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Cameron Corini", is written over a light gray rectangular background.

Cameron Corini, PE, CME, CPWM
Borough Engineer

cc: John Francis Roman, Borough Administrator
Mairead Thompson, Borough Assistant Business Administrator
Peggy Riggio, RMC, CMR, Borough Clerk
Ken Lewis, Borough Public Works Department
Steve White, Borough AWWTP Superintendent
Justin Streleckis, PE, Roberts Engineering Group, LLC
Carmela Roberts, PE, CME, CPWM

CCS-002

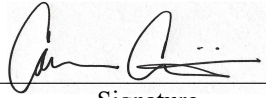
CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

1. ISSUING OFFICE Borough of Hightstown	2. PROJECT NO. S340915-08	3. CONTRACT NO. 2 of 2	4. MODIFICATION NO. 01
5. TO (CONTRACTOR) Sovereign Consulting, Inc. 111 North Gold Drive Robbinsville, NJ 08691		6. PROJECT LOCATION AND DESCRIPTION Borough of Hightstown AWWTP Influent Pump Station Drywall Upgrades	

7. A proposal is required for making the hereinafter described change in accordance with specification and drawing revisions cited herein or listed in attachment hereto. Submit your proposal in space indicated on page 2, attach detailed breakdown of prime and sub-contract costs (See the clause of this contract entitled, "Changes". DO NOT start work under this proposed change until you receive a copy signed by the Contracting Officer or a directive to proceed).

3/26/26
Date

Cameron Corini, P.E., Borough Engineer
Type Name and Title


Signature

8. DESCRIPTION OF CHANGE: Pursuant to the clause of this contract covering changes, the contractor shall furnish all labor and material, and all work necessary to accomplish the following described work:

The project specifications called for the Bypass Pump to be provided by the Borough.

This contract modification is for the payment of the Bypass Pump Rental fees for 6 months. See attached quotation for reference.

The cost for the Bypass Pump Rental is \$3,950 per month, plus delivery(\$650) and pickup(\$650).

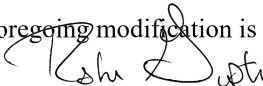

As a result of the above, the contract price is revised as follows:

ITEM NO.	ITEM DESCRIPTION	UNIT PRICE	ESTIMATED QUANTITY	TOTAL COST
S1	Bypass Pump Delivery and Pickup	\$ 1,300.00	1.00	\$ 1,300.00
S2	Bypass Pump Rental	\$ 3,950.00	6.00	\$ 23,700.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

TOTAL COST OF THIS MODIFICATION \$ 25,000.00

The contract time is hereby: increase decrease or remains the same by 0 calendar days as a result of this modification.

The foregoing modification is hereby accepted:

	CONTRACTOR	OWNER	(NJPE SEAL)		ENGINEER
BY: <u>Sovereign Consulting Inc.</u>	BY: _____	BY: <u>Cameron Corini, P.E.</u>			
DATE: <u>03/16/2026</u>	DATE: _____	DATE: <u>03/26/26</u>			

APPROVAL:

STATE OF NEW JERSEY

DATE

CCS-002

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

9. ISSUING OFFICE Borough of Hightstown	10. PROJECT NO. S340915-08	11. CONTRACT NO. 2 of 2	12. MODIFICATION NO. 01
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13. CONTRACTOR'S PROPOSAL – CHANGE IN CONTRACT PRICE
 (Detailed breakdown, attach additional sheets as necessary)


(Proposed)

Standby/Backup Pump Rental for Influent Pumping Station (Monthly Rental)

Perform the following work:

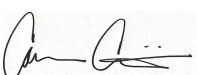
<u>Description</u>	<u>Unit Price</u>
• 6" Godwin 6" Pump CD150M, open diesel, trailer or skid mounted, "Standby" (12 hours or less run time/month) - Monthly Rental Fee	\$3,950
• (6) 6" OD 90 deg elbows	
• (6) 6" OD 45 deg elbows	
• (1) 6" x 3" OD air relief valve	
• (1) 6" check valve	
• (3) 6" suction hoses	
• (6) 6" x 20' OD pipe	
• (1) 6" x 3" drain pipes	
• (3) 6" x 10' QD pipe	
• (1) 6" x 10' flanged discharge hose	
• (3) 6" x 3' OD pipe	
• (1) set of float switches	
• Delivery	\$650
• Pick up	\$650

NET INCREASE \$ <u>\$ 25,000.00</u>	NET DECREASE \$ _____	CALENDER DAYS INCREASE <u>0</u> DAYS
--	--------------------------	---

DATE: 3/25/2026	TYPE NAME AND TITLE: Rishi Gupta- Senior Project Manager	SIGNATURE: 
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CCS-002

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

14. ISSUING OFFICE & PROJECT NO. Borough of Hightstown S340915-08	15. CONTRACT NO. 2 of 2	16. MODIFICATION NO. 01
17. ORIGINAL CONTRACT BID PRICE \$ <u>224,000.00</u> TOTAL OF PREVIOUS CHANGE ORDERS \$ <u>0.00</u> TOTAL CONTRACT COST INCLUDING CHANGE ORDERS ... \$ <u>224,000.00</u>		
18. NECESSITY FOR CHANGE AND REASON FOR OMISSION FROM PLANS AND SPECIFICATIONS: The Bypass Pump was discussed with the Plant Operator during the design phase, and the pump was to be provided by the Borough as stated in the project specifications. There is an existing bypass pump owned by the Borough, however it is old and not reliable. Instead of using that existing pump, the Plant Operator recommended renting a bypass pump for the construction project. Once the construction was awarded, the Borough requested that the Bypass Pump Rental be provided by the Contractor instead of through the Plant's operating budget.		
19. OTHER IMPACTS RESULTANT OF THIS CHANGE: There are no other impacts resulting from the change. The bid specifications and recommended sequence of construction already included the installation and operation of a bypass pump while each of two existing pumps is removed one at a time for refurbishment. The bypass pump was a planned component of the project and this change only adds the rental fees.		
20. RESUME OF NEGOTIATIONS OR RECOMMENDATIONS (Loanee's Representative) : The Borough has requested that the Contractor add this rental fee as a pass-through cost without additional markup. The pump was selected by the Plant Operator, and the rental company is a preferred vendor for both the Contractor and the Operator, which makes the coordination easier for all parties. The contract already included the installation and assistance with the bypass pump. This contract modification only adds the rental fees.		
DATE: 3/26/26	TYPE NAME AND TITLE OF LOANEE'S REPRESENTATIVE: Cameron Corini, P.E., Borough Engineer	SIGNATURE: 

Borough of Hightstown
County of Mercer

Resolution 2026-88

**AUTHORIZING PAYMENT ON BEHALF OF PARTICIPANTS IN THE BOROUGH OF
HIGHTSTOWN LENGTH OF SERVICE AWARD PROGRAM (LOSAP)**

WHEREAS, the Borough of Hightstown instituted a Length of Service Award Program (LOSAP) with the adoption of Ordinance 1999-20 on August 2, 1999 and its subsequent approval by referendum at the November 1999 general election; and

WHEREAS, said LOSAP became effective January 1, 2000; and

WHEREAS, in accordance with *N.J.S.A.* 40A:14-191, the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 have submitted certified listings of all volunteer members who qualified for credit under the LOSAP program for the year 2024; and

WHEREAS, certain volunteers are also eligible to redeem amounts “banked” during prior years of qualified service; and

WHEREAS, the listing of all employees who qualified for credit under the LOSAP program during 2024 and/or are eligible to redeem amounts banked during prior years of qualified service is attached hereto as Schedule “A”; and

WHEREAS, *N.J.A.C.* 5:30-14.10 requires that these listings be approved by Resolution of the governing body;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the certified listings set forth on the attached Schedule A of volunteer members of the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 who qualified for credit under the LOSAP program for the year 2024 are hereby approved, and the Borough CFO is directed to take all steps necessary to provide payment on their behalf to Lincoln Financial Group in accordance with the provisions and requirements of *N.J.S.A.* 40A:14-191 and *N.J.A.C.* 5:30-14.1 *et seq*; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Hightstown First Aid Squad and Hightstown Engine Co. No. 1; and

BE IT FURTHER RESOLVED that, in accordance with *N.J.S.A.* 40A:14-192, copies of the approved listings shall be posted for a period of not less than 30 days in the Borough Clerk’s office, at the Hightstown Firehouse and at the Hightstown First Aid Squad building.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-88

Schedule "A" – Page 1 of 2

The following volunteers qualified by points earned during the year 2023 for credit in the Borough of Hightstown Length of Service Awards Program (LOSAP), AND/OR are eligible to redeem amounts "banked" during prior years of qualified service. Points were earned in accordance with the point system established in Ordinance 1999-20 and certified by the Fire Chief and First Aid Squad President. Total allowable contribution for each year of qualified service is \$750.00. Total allowable payment into fund on behalf of any one volunteer in any one year, including current year contribution, buyback of prior year service and/or redemption of amounts banked during prior years of qualified service, is \$1,150.00.

Hightstown Engine Co. No. 1

Bennett, Ryan
Brink, Kevin
Derr, Donald
Derr, Stephanie
Evers, Gary
Frank, Austin
Gerber, Robin
Gratkowski, Susan
Krakowski, Scott
Lidke, Theresa
Madonia, Mark
Mastriano, Richard
Miller, Emily
Montalvan, Jimmy
Reed, Chad
Rivera, Jhon
Seip, Alexandria
Seip, Joseph
Sugg, Charles
Suk, Christopher
Ward, Cynthia
Weisel, Albert
Yanez, Eduardo

Borough of Hightstown
County of Mercer

Resolution 2026-88

Schedule "A" – Page 2 of 2

Hightstown First Aid Squad

Curran, Jessica

Gibbons, Colleen

Shakelly, Sidhanth

Stackhouse, Keith

Sukhadia, Sneah

Borough of Hightstown
County of Mercer

Resolution 2026-89

**DESIGNATING SATURDAY, APRIL 25, 2026, AS
ARBOR DAY IN THE BOROUGH OF HIGHTSTOWN**

WHEREAS, it is widely reported as historical fact that, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, the Borough is a designated Tree City USA by the Arbor Foundation; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, raw material for sculpture and painting and limitless works of art, and source materials for countless other wood products; and

WHEREAS, trees in our Borough increase property values, enhance the economic vitality of business areas, and beautify our community and spiritual renewal; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown hereby does proclaim and designate Saturday, April 25, 2026, as **ARBOR DAY** in the Borough of Hightstown and to observe this occasion a tree planting ceremony will take place on this day.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Hightstown, that all residents and members of our community are urged and encouraged to support efforts to protect our trees, walkways, riparian banks and woodlands throughout our Borough and our surrounding environment;

BE IT FURTHER RESOLVED that all residents and members of our community are urged and encouraged to plant trees where appropriate, to gladden hearts and promote the well-being of present and future generations.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-90

**A RESOLUTION APPROVING THE ARBOR DAY EVENTS ORGANIZED BY THE
HIGHTSTOWN BOROUGH ENVIRONMENTAL COMMISSION AND
SUPPORTING THE ANNUAL STREAM CLEAN UP ORGANIZED BY THE
WATERSHED INSTITUTE**

WHEREAS, the Environmental Commission is a recognized commission of Hightstown Borough pursuant to Article 2-32 entitled “Environmental Commission” of “The Revised General Ordinances of the Borough of Hightstown”; and

WHEREAS, as set forth in Article 2-32, the commission is established for the protection, development or use of natural resources, including water resources, located within the territorial limits of the Borough of Hightstown; and

WHEREAS, annually, the Environmental Commission organizes a Shredding Event and the planting of a tree in a Borough Park in honor of Arbor Day; and

WHEREAS, the Environmental Commission supports the annual stream clean up organized by the Watershed Institute; and

WHEREAS, this year, Hightstown Borough has proclaimed Saturday, April 25, 2026, Arbor Day; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby approve the Shredding Event and Tree Planting as Borough-sponsored and covered events; support the Stream Cleanup organized by the Watershed Institute; and look forward to another successful Arbor Day celebration organized by the Hightstown Borough Environmental Commission.

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 March 17, 2025

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-91

**A RESOLUTION AUTHORIZING THE REFUND OF UNUSED ESCROW FUNDS TO
CANNASENSE IN CONNECTION WITH THE BOROUGH'S CANNABIS LICENSING
PROCESS**

WHEREAS, CannaSense submitted an application to the Borough of Hightstown in connection with the Borough's cannabis licensing process and, as part of that process, paid a non-refundable application fee and deposited escrow funds in the amount of Five Thousand Dollars (\$5,000.00) for professional review costs; and

WHEREAS, the Borough has completed its review of the application and determined that the application will not be selected to move forward in the licensing process; and

WHEREAS, the Borough has determined that the unused escrow balance remaining for the applicant is \$4,268.75; and

WHEREAS, the Borough finds it appropriate to refund said unused escrow funds to CannaSense.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that the Chief Financial Officer is hereby authorized to refund the amount of \$4,268.75 to CannaSense, representing the unused portion of the escrow deposit; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Chief Financial Officer and any other appropriate Borough officials.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-92

A RESOLUTION AUTHORIZING THE REFUND OF UNUSED ESCROW FUNDS TO PIFF INDUSTRIES IN CONNECTION WITH THE BOROUGH'S CANNABIS LICENSING PROCESS

WHEREAS, Piff Industries submitted an application to the Borough of Hightstown in connection with the Borough's cannabis licensing process and, as part of that process, paid a non-refundable application fee and deposited escrow funds in the amount of Five Thousand Dollars (\$5,000.00) for professional review costs; and

WHEREAS, the Borough has completed its review of the application and determined that the application will not be selected to move forward in the licensing process; and

WHEREAS, the Borough has determined that the unused escrow balance remaining for the applicant is \$4,236.25; and

WHEREAS, the Borough finds it appropriate to refund said unused escrow funds to Piff Industries.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that the Chief Financial Officer is hereby authorized to refund the amount of \$4,236.25 to Piff Industries, representing the unused portion of the escrow deposit; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Chief Financial Officer and any other appropriate Borough officials.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-93

A RESOLUTION AUTHORIZING THE REFUND OF UNUSED ESCROW FUNDS TO HELLO HIGH DISPENSARY IN CONNECTION WITH THE BOROUGH'S CANNABIS LICENSING PROCESS

WHEREAS, Hello High Dispensary submitted an application to the Borough of Hightstown in connection with the Borough's cannabis licensing process and, as part of that process, paid a non-refundable application fee and deposited escrow funds in the amount of Five Thousand Dollars (\$5,000.00) for professional review costs; and

WHEREAS, the Borough has completed its review of the application and determined that the application will not be selected to move forward in the licensing process; and

WHEREAS, the Borough has determined that the unused escrow balance remaining for the applicant is \$3,862.50; and

WHEREAS, the Borough finds it appropriate to refund said unused escrow funds to Hello High Dispensary.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that the Chief Financial Officer is hereby authorized to refund the amount of \$3,862.50 to Hello High Dispensary, representing the unused portion of the escrow deposit; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Chief Financial Officer and any other appropriate Borough officials.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-94

RESOLUTION AUTHORIZING THE BOROUGH ENGINEER TO REQUEST AN ADDITIONAL SIX-MONTH AWARD EXTENSION FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION IN CONNECTION WITH THE GRANT RECEIVED FOR IMPROVEMENTS TO SUMMIT STREET

WHEREAS, on or about November 2023, the New Jersey Department of Transportation ("NJDOT") awarded the Borough of Hightstown, County of Mercer, State of New Jersey (the "Borough") a municipal aid grant in the amount of \$478,710.00 for road and sidewalk improvements to Summit Street (the "Improvements to Summit Street Project"); and

WHEREAS, under the terms of the municipal aid grant, the Borough is required to make an award of a contract to complete the project on or before November 1, 2025; and

WHEREAS, under the terms of the municipal aid grant, the Borough has acquired a six-month award extension from the New Jersey Department of Transportation to complete the project on or before April 30, 2026; and

WHEREAS, the project has been delayed as a result of delays due to ongoing reviews by the NJ Infrastructure Bank as well as the NJDOT Permitting Division. As the Borough is in the process of securing NJDOT approvals, the NJDOT funded contract must be delayed by 6-months; and

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Hightstown, County of Mercer, State of New Jersey that the Borough Engineer, Roberts Engineering Group, LLC, is hereby authorized to request an extension from the New Jersey Department of Transportation in connection with the Borough's municipal aid grant in the amount of \$478,710.00 for FY2024.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Mayor, Council-President, and Roberts Engineering Group, LLC.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Moved by:

Seconded by:

	YES	NO	ABSTAIN	ABSENT
CICALESE				
FOWLER				
FRANTZ				
GULATI				
MONTFERRAT				
SPANN				

Borough of Hightstown
County of Mercer

Resolution 2026-95

**AUTHORIZING A SHARED SERVICES AGREEMENT WITH HAMILTON
TOWNSHIP FOR CERTAIN HEALTH SERVICES (STD CLINIC)**

WHEREAS, the Borough of Hightstown is responsible by law for the protection of public health and wishes to provide certain clinic services relative to sexually transmitted diseases (STDs); and

WHEREAS, the Township of Hamilton is agreeable to providing clinic services relative to STDs to the Borough of Hightstown for the period January 1, 2026 through December 31, 2026 for a fee of \$100.00 per patient; and

WHEREAS, it is the desire of the Borough Council to enter into a shared services agreement with the Township of Hamilton for provision of these services; and

WHEREAS, such agreements are authorized pursuant to *N.J.S.A. 40A:65-1 et seq*; and

WHEREAS, funds for this purpose shall be provided for in the 2026 budget.

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

1. A shared services agreement between the Borough of Hightstown and the Township of Hamilton for the provision of professional health clinic services for sexually transmitted diseases for the period January 1, 2026 through December 31, 2026 is hereby authorized and accepted.
2. The Mayor and Borough Clerk are authorized and directed to execute said agreement.

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on April 6, 2026.

Margaret Riggio, Borough Clerk

*Hamilton Township Resolution No. 25-500
Borough of Hightstown Resolution No.*

**SHARED SERVICES AGREEMENT FOR HEALTH SERVICES
TOWNSHIP OF HAMILTON & THE BOROUGH OF HIGHTSTOWN**

January 1, 2026 to December 31, 2026

This Agreement made this **16th** day of **December, 2025**, by and between the **Township of Hamilton**, County of Mercer, a municipal corporation of the State of New Jersey, with principal offices located at 2090 Greenwood Avenue, Hamilton, New Jersey 08650; and the **Borough of Hightstown**, County of Mercer, a municipal corporation of the State of New Jersey, with principle offices located at 156 Bank Street, Hightstown, New Jersey 08520.

Witnesseth:

Whereas, the Borough of Hightstown is responsible by law for the protection of public health and wishes to provide certain health services for its residents; and

Whereas, the Borough of Hightstown desires to contract with the Township of Hamilton for the provision of those health services; and

Whereas, the Township of Hamilton is agreeable to providing health services to the Borough of Hightstown for a fee and upon certain specified conditions; and

Whereas, the *Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq.*, permits local units of this State to enter into a contract with any other local unit for the joint provision within their combined jurisdictions of any service which any party to the Agreement is empowered to render within its own jurisdiction; and

Whereas, the Township of Hamilton and the Borough of Hightstown have authorized and approved this Agreement by their respective Resolutions, duly adopted pursuant to *N.J.S.A. 40A:65-1, et seq.* of the *Uniform Shared Services and Consolidation Act*, annexed hereto as **Exhibit A**;

Now, Therefore, in consideration of the mutual agreements and covenants herein contained, the parties agree as follows:

1. **Scope of Services:** The Township of Hamilton agrees to provide to the Borough of Hightstown, for the benefit of the residents of the Borough of Hightstown, certain health services on an as needed basis.

2. **Fees:** The fees payable by the Borough of Hightstown to the Township of Hamilton for the performance of health services shall be as set forth in *Code of the Township of Hamilton, New Jersey, Chapter 215, Fees, § 215-6. Department of Health, Recreation, Senior and Veterans Services § 215-6A(10)* annexed hereto as **Exhibit B**.
3. **Billing and Payment:** The Township of Hamilton will issue quarterly bills for services rendered to the Borough of Hightstown. The bills will be issued by the fifteenth (15th) day of the succeeding quarter and will be payable within thirty (30) days of issuance. The first quarter will run from January 1st – March 31st; the second quarter will run from April 1st – June 30th; the third quarter will run from July 1st – September 30th; and the fourth quarter will run from October 1st – December 31st.
4. **Liability:** The Township of Hamilton and the Borough of Hightstown shall be responsible for acts of their own negligence consistent with the provisions of the *New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq.*, arising out of or related to performance of any activity under the terms of this Agreement.
5. **Effective Date/Termination:** This Agreement shall be for twelve (12) months effective January 1, 2026 and ending December 31, 2026.
6. Each party shall notify the other in writing sixty (60) days before expiration of this Agreement if it desires to continue services and negotiate a new contract for the 2027 Calendar Year.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the respective date indicated below:

TOWNSHIP OF HAMILTON

BOROUGH OF HIGHTSTOWN

JEFFREY S. MARTIN, MAYOR

SUSAN BLUTH, MAYOR

ATTEST:

ATTEST:

ALISON SABO, RMC
MUNICIPAL CLERK

PEGGY RIGGIO, RMC, CMR
MUNICIPAL CLERK

DATED:

DATED:

EXHIBIT A

TOWNSHIP OF HAMILTON COUNTY OF MERCER, NEW JERSEY

RESOLUTION

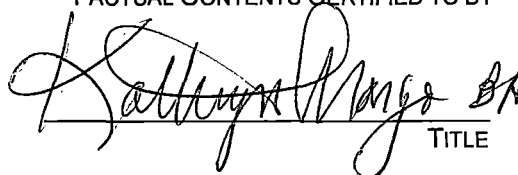
No. 25-500

APPROVED AS TO FORM AND LEGALITY



TOWNSHIP ATTORNEY

FACTUAL CONTENTS CERTIFIED TO BY



TITLE

RESOLUTION AUTHORIZING AND APPROVING A 2026 SHARED SERVICES CONTRACT FOR HEALTH SERVICES BETWEEN THE TOWNSHIP OF HAMILTON AND THE BOROUGH OF HIGHTSTOWN

Whereas the Borough of Hightstown desires to contract with the Township of Hamilton for the provision of certain professional health clinic services for the period January 1, 2026 to December 31, 2026; and

Whereas the Township of Hamilton has agreed to provide certain health services to the Borough of Hightstown pursuant to the fees outlined in the *Code of the Township of Hamilton, New Jersey*, Chapter 215, Fees, § 215-6, *Department of Health, Recreation, Senior and Veterans Services*, § 215-6A(10); and

Whereas such agreements are authorized pursuant to N.J.S.A. 40A:65-1 et seq.; and

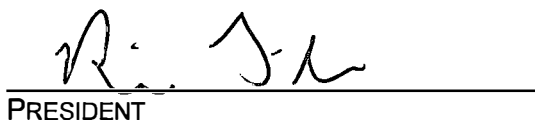
Whereas this contract is in the best interest of the Township of Hamilton;

Now, Therefore, Be It Resolved by the Council of the Township of Hamilton, in the County of Mercer and State of New Jersey, that the shared services contract between the Township of Hamilton and the Borough of Hightstown for the provision of certain professional health clinic services is authorized and accepted, and that the proper officials of the Township of Hamilton are authorized to execute said contract.


Be It Further Resolved that the contract shall take effect upon the adoption of the appropriate resolution by the Borough of Hightstown and the execution of the contract by the parties in accordance with N.J.S.A. 40A:65-1 et seq.

Be It Further Resolved that a copy of this resolution and agreement shall be forwarded to the Director of the Division of Local Government Services as per N.J.S.A. 40A:65-4(3)b.

ADOPTED BY COUNCIL ON _____ DECEMBER 16, 2025 _____



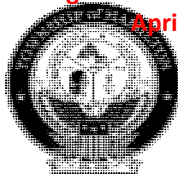
PRESIDENT



MUNICIPAL CLERK

RECORD OF VOTE						
COUNCIL	AYE	NAY	N.V.	A.B.	RES.	SEC.
ANTHONY P. CARABELLI, JR.	✓				✓	
NANCY PHILLIPS	✓					
CHARLES F. WHALEN				✓		
PASQUALE "PAT" PAPERIO, JR.	✓					✓
RICHARD L. TIGHE, JR	✓					
X – Indicates Vote A.B. – Absent N.V. – Not Voting RES. – Moved SEC. – Seconded						

Jeffrey S. Martin
Mayor



Public Health
Prevent. Promote. Protect.

Kathleen Fitzgerald, Director
Chris Hellwig, Health Officer

TOWNSHIP OF HAMILTON
DEPARTMENT OF HEALTH, RECREATION, SENIORS, AND VETERANS SERVICES

DIVISION OF HEALTH – 2100 Greenwood Avenue, Hamilton, NJ 08609 *Office (609) 890-3828 *Fax (609) 890-6093

2026 Fee Schedule for Certain Clinical Services

Fees found in Section 215-6 (10) of the Hamilton Township Code

For current Division of Health clinic schedules, please visit www.hamiltonnj.com/health.

Exposure control plan

Name / description	Current Fee
BBP Plan	\$300
TB Plan	\$300
Both Plans	\$500

Blood borne pathogen/TB training

Name / description	Current Fee
Initial training session	\$500 for up to 30 employees; \$10 per each additional employee over 30
Initial TB training only	\$250 for up to 30 employees; \$10 per each additional employee over 30
Yearly retraining	\$300 for up to 30 employees; \$10 per each additional employee over 30

Hepatitis B vaccine

Name / description	Current Fee
Hepatitis B vaccine	\$70 per vaccination
Twinrix (Hepatitis A and Hepatitis B)	\$100 per vaccination

Mantoux tuberculin testing (PPD)

Name / description	Current Fee
PPD administration	\$30 per employee

Sexually transmitted disease (STD) clinic services

Name / description	Current Fee
Contracted STD clinic visit	\$100 per patient as per contract

Pneumonia/flu

Name / description	Current Fee
Non-Township residents, private sector and businesses	\$200

Blood lead investigations

Name / description	Current Fee
Investigation and follow-up	\$60 per hour

Child health conferences

Name / description	Current Fee
Assessment, counseling, examination and immunizations	\$100 per patient as per contract

Health education services

Name / description	Current Fee
Assessment, planning and implementation	\$200 per hour

Borough of Hightstown
County of Mercer

Resolution 2026-96

**RESOLUTION MAKING AND CONFIRMING APPOINTMENTS FOR THE
ECONOMIC DEVELOPMENT COMMITTEE**

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

Economic Development Committee

Karen Abad	2 Years	December 31, 2027
Chelsea Frost	2 Years	December 31, 2027
Joan McMahan	2 Years	December 31, 2027
Lee Stults	2 Years	December 31, 2027
Tom Davidson	1 Years	December 31, 2026
Jeffrey Mohr	1 Years	December 31, 2026
Scott Wilson	1 Years	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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-97

**A RESOLUTION APPROVING PORCHFEST 2026, ORGANIZED BY THE
HIGHTSTOWN BOROUGH CULTURAL ARTS COMMISSION**

WHEREAS, the Cultural Arts Commission is a recognized commission of Hightstown Borough pursuant to Article 2-48 entitled “Cultural Arts” of “The Revised General Ordinances of the Borough of Hightstown”; and

WHEREAS, one of the obligations of the Cultural Arts Commission as set forth in the in Article 2-48 is to sponsor artistic activities for the benefit of the Hightstown Community; and

WHEREAS, one such activity planned and sponsored by the Cultural Arts Commission is entitled “Porchfest”, a walkable music festival where neighbors offer their front porches as DIY concert venues. Local performers play rotating sets throughout the neighborhood during this day-long celebration of music while attendees stroll from porch to porch; and

WHEREAS, Porchfest is scheduled to take place on May 9, 2026, from 12:00 p.m. – 5:00 p.m. at various homes located on Broad Street and at the Art Station located on Monmouth Street; and

WHEREAS, the Art Station will be hosting artist demonstrations from 12:00 p.m. – 4:00 p.m.; and

WHEREAS, homes participating and the Art Station must submit a Certificate of Insurance or copy of the insurance policies declaration page as required by Statewide Insurance prior to the day of the event; and

WHEREAS, all bands participating must submit an executed hold harmless agreement as required by Statewide Insurance prior to the day of the event; and

WHEREAS, proper Police Coverage has been secured to handle traffic control and security.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown approve Porchfest 2026 as a Hightstown Borough sponsored and covered event and look forward to another successful community event organized by the Cultural Arts Commission.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

Borough of Hightstown
County of Mercer

Resolution 2026-98

**RESOLUTION AUTHORIZING PARTICIPATION IN A LEAP
IMPLEMENTATION GRANT APPLICATION FOR SHARED EMS
SERVICES WITH ROBBINSVILLE TOWNSHIP**

WHEREAS, the State of New Jersey has appropriated \$2 million for Shared Services and Implementation, Challenge, and County Shared Services Coordinator Grants to assist local units with the study, development, and implementation of new shared and regional services; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) is tasked with administering these grant funds through the Local Efficiency Achievement Program (LEAP); and

WHEREAS, LEAP Implementation Grants exist to support costs associated with shared service implementation to ensure that meaningful, efficiency generating initiatives are not hindered by short term transitional expenses; and

WHEREAS, the Township of Robbinsville and the Borough of Hightstown propose to enter into a shared services agreement, but face certain expenses associated with implementation that present a burden to the local units; and

WHEREAS, the purpose of this shared services agreement is for Robbinsville Township to increase its EMS capacity by expanding its ambulance fleet to facilitate expanded EMS Services coverage to Hightstown Borough, which will increase efficiency, enhance public safety and provide cost savings to both municipalities, ultimately benefiting the residents of both participating local units; and

WHEREAS, the Township of Robbinsville has agreed to be the lead agency in this program and will submit the application to DLGS on behalf of all participating units; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, that the Borough of Hightstown does hereby join with Township of Robbinsville in applying for a LEAP Implementation Grant in the amount of \$79,889.43 (75% of the \$106,519.24 total cost) to support implementation of this shared service.

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 April 6, 2026.

Margaret Riggio, Borough Clerk

The Cultural Arts Commission would like to expand their membership to 10 members plus alternates. Below are the proposed changes. Please note that the removal of the Parks and Recreation Commission member and any mention of the Parks and Recreation Commission are housekeeping changes that should have been made when the Parks and Rec was removed from the code.

CULTURAL ARTS COMMISSION

§ 2-48-2. Composition; Qualifications; Chair; Terms. [Ord. No. 2014-10]

- A. Membership qualification. The Cultural Arts Commission shall be composed of ~~nine-ten~~ members and up to four alternates, designated as "Alternate No. 1" and "Alternate No. 2," etc., who shall meet the following criteria:
- (1) Each member of the Commission shall be appointed by the Borough Council.
 - (2) One member of the Commission ~~shall be a member of the Parks and Recreation Commission; one member~~ shall be a member of the Peddie School Staff; and one member shall be a member of the Hightstown-East Windsor Regional School Staff or Board of Education. These members shall serve one-year appointments.
- B. Chair and members; terms of office.
- (1) The Commission shall designate one of its members to serve as Chair and presiding officer of the Commission.
 - (2) The Commission shall appoint a secretary and other officers as it deems necessary and appropriate.
 - (3) The terms of office of the first Commissioners shall be as follows:
 - (a) ~~Three-Two~~ members as set forth in Subsection A(2) above for one-year terms.
 - (b) Three members who are artists or affiliated with art organizations, but not necessarily residents of Hightstown, for two-year terms.
 - (c) ~~Three-Five~~ members who are residents of Hightstown and hold an appreciation for the arts for three-year terms.
 - (4) Up to four alternate members for one year terms with half of this number composed of youth members as defined below. The remaining alternate members shall satisfy the criteria of either Subsection B(3)(b) or (c) above.
 - (a) Youth members shall be aged 15 to 18 and shall be students at either Hightstown-East Windsor Regional High School or the Peddie School.
 - ~~(5) The Parks and Recreation Commission member appointed to serve on this Commission shall not be appointed beyond the expiration of his/her term of office as a member of the Parks and Recreation Commission.~~
 - ~~(6)~~(5) The successors of the first Commissioners shall be appointed by the Borough Council and shall serve for terms of three years except for those members appointed annually pursuant to Subsection A(2) above and except for the four alternates who shall be appointed for one-year terms.

Borough of Hightstown
County of Mercer

Resolution 2026-99

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on April 6, 2026, at the Hightstown Firehouse Hall, 140 North Main Street, that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

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

Attorney Client Privilege

Contract Negotiations

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public July 6, 2026, or when the need for confidentiality no longer exists.

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

I hereby certify this to be a true copy of a resolution adopted by the Borough Council of the Borough of Hightstown at a meeting held on April 6, 2026.

Margaret Riggio, Borough Clerk