



Township of Hillsborough

COUNTY OF SOMERSET
THE PETER J. BIONDI BUILDING
379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
(908) 369-4313
www.hillsboroughnj.gov

“ONE OF THE BEST PLACES TO LIVE IN AMERICA”

HILLSBOROUGH TOWNSHIP COMMITTEE AGENDA FOR THE REGULAR MEETING MARCH 10, 2026 AT 7:30 PM

CALL OF THE ROLL

SALUTE TO THE FLAG

MAYOR STATES: Please be advised that in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975, notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 PM on March 10, 2026. Executive Session, if deemed necessary, to begin at 6:30 pm.

EXECUTIVE SESSION

Resolution Authorizing Executive Session

APPROVAL OF MINUTES

1. January 27, 2026 Regular Meeting Minutes
2. February 10, 2026 Regular and Executive Meeting Minutes
3. February 24, 2026 Regular and Executive Meeting Minutes

REPORTS FROM COMMITTEE LIAISONS, AND RECEIPT OF REPORTS, PETITIONS OR COMMUNICATIONS

PERSONNEL ITEMS/APPOINTMENTS

1. Resolution Authorizing the Promotion of Dominick Mazzagatti to the Position of Assistant Building Sub Code Official to the Building Department
2. Resolution Authorizing the Hiring of Kayla Farah to Fill the Open Position of Public Health Nurse in the Health Department as Part of the Strengthening Local Public Health Grant

3. Resolution Authorizing the Salary Adjustment for Richard Granatir Effective 3/2/2026

CONSENT

1. Resolution Authorizing The Transfer Of Earned Amounts From The Subdivision And Site Plan Engineering Trust Accounts To The Treasurer's Account
2. Resolution Authorizing Submission Of Request For Proposal Response On Behalf Of The Township Of Hillsborough To The Somerset County Program Year 2026 Community Development Block Grant Program
3. Resolution Authorizing Release of Cash Escrow in the amount of \$114.68 for Deck Review at 597 Hillsborough Road, Hillsborough, New Jersey
4. Resolution Authorizing The Reimbursement Of Property Taxes For A Qualified 100% Disabled Veteran
5. Resolution Authorizing Refund Of Tax Overpayments
6. Resolution Authorizing Release of Development Review Escrow for High Branch Land, Inc., File BA-13-13
7. Resolution Authorizing Release of Development Review Escrow for 303 Amwell Road, File 21-PB-17-MSPV
8. Resolution Authorizing Release of Development Review Escrow for Amwell Terrace, LLC, File 19-PB-01-MSPV
9. Resolution Authorizing Release of Development Review Escrow for 1170 Millstone, LLC (Redcom), File 22-PB-09-MSPV
10. Resolution Authorizing Release of Development Review Escrow for Harvestate Group, LLC (HARVESTAPL), File BA-23-11
11. Resolution Authorizing The Qualified Purchasing Agent To Solicit Bids for Custodial Services and Banking Services
12. Resolution Authorizing The Economic And Business Development Office To Host A Hillsborough Business Association Networking Event At The Landing On June 17, 2026

13. Resolution Committing To Adopting The Implementing Ordinances And Resolutions Regarding The Township Of Hillsborough's Affordable Housing Obligations For The Fourth (4th) Round
14. Resolution Authorizing Execution Of Second Amendment To Land Sublease Agreement And Easement Agreement With Belle Mead Depot Solar, LLC

PUBLIC HEARINGS

INTRODUCTION OF NEW ORDINANCES

- 2026-03 Ordinance Authorizing Sale Of Development Easement To The State Agriculture Development Committee For Farmland Preservation Of The Property Owned By The Township Of Hillsborough Located At Hamilton Road And Amwell Road And Identified On The Hillsborough Tax Maps As Block 198, Lot 2, Block 198.01, Lot 1, Block 198.02, Lot 1.01, And Block 199.02, Lot 1. Further Consideration And Public Hearing On Tuesday, March 24, 2026.

CLAIMS LIST

2026-05

NEW BUSINESS

PROCLAMATIONS / APPOINTMENTS

1. Proclamation Honoring the Life and Service of Salvatore "Sal" Ritorto
2. Proclamation Recognizing Girl Scout Week
3. Proclamation Recognizing Red Cross Month

PRESENTATIONS

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

ADJOURNMENT



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Resolution Authorizing Executive Session

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough in the County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - o Affordable Housing
3. The Township Committee may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This Resolution shall take effect immediately.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.

Minutes of the January 27, 2026 Township Committee Meeting of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 PM on January 27, 2026.

CALL OF THE ROLL

Upon call of the roll, the following Committee members were recorded present: Mayor Catherine Payne , Deputy Mayor Shawn Lipani, Committeeman Robert Britting, Jr., Committeewoman Jill Gomez and Committeewoman Samantha Hand. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Sarah Brake and Township Attorney William Willard.

SALUTE TO THE FLAG

EXECUTIVE SESSION

1. RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough in the County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - o Litigation/Attorney Client Privilege - Affordable Housing
3. The Township Committee may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This Resolution shall take effect immediately.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, the aforesaid resolution was unanimously approved upon call of the role. The Township Committee went into Executive Session at 6:35 pm.

Upon a motion by Committeeman Robert Britting, seconded by Committeewoman Samantha Hand, the public meeting was re-opened at 7:30 pm.

MAYOR STATES

Please be advised that in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975, notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at Tuesday, January 27, 2026. Executive Session, if deemed necessary, to begin at 6:30 pm.

APPROVAL OF MINUTES

1. OCTOBER 14, 2025 REGULAR MEETING MINUTES

Upon a motion by Committeewoman Samantha Hand, seconded by Committeeman Robert Britting, the October 14, 2025 Regular Meeting Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

2. NOVEMBER 25, 2025 REGULAR MEETING MINUTES

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, the November 25, 2025 Regular Meeting Minutes were approved upon the call of the roll. Committeeman Robert Britting and Committeewoman Jill Gomez abstained.

3. DECEMBER 9, 2025 EXECUTIVE SESSION MINUTES

Upon a motion by Committeewoman Samantha Hand, seconded by Deputy Mayor Shawn Lipani, the December 9, 2025 Executive Session Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

4. DECEMBER 9, 2025 REGULAR MEETING MINUTES

Upon a motion by Committeeman Robert Britting, seconded by Committeewoman Samantha Hand, the December 9, 2025 Regular Meeting Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

5. DECEMBER 15, 2025 SPECIAL MEETING MINUTES AND DECEMBER 15, 2025 EXECUTIVE MEETING MINUTES

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, the December 15, 2025 Special Meeting Minutes and the Executive Session Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

REPORTS FROM COMMITTEE LIAISONS, AND RECEIPT OF REPORTS, PETITIONS OR COMMUNICATIONS

Committeeman Britting

Committeeman Britting highlighted new business Bagel Bazaar.

Committeeman Britting advised that Recreation Summer Camp 2026 is open for registration.

Committeeman Britting further advised that Hillsborough Recreation 2026 Spring programs are open for registration.

Committeeman Britting stated his thoughts and prayers go out to Iron Peak for the damage to the dome during the storm.

Committeeman Britting informed residents that donations to the Community Assistance Network C.A.N. food pantry have dropped down significantly since the holidays.

Committeewoman Gomez

Committeewoman Gomez reminded residents that it's time to renew dog licenses. The deadline is February 28th to avoid late charges.

Committeewoman Gomez relayed that Children's Week is happening now through January 30th in Hillsborough. The event highlights programs, activities, and services for children.

Committeewoman Gomez announced that Hillsborough is hiring.

Committeewoman Gomez stated that the Assessor's 2026 Tax List will be finalized on February 17, 2026 and the Proof Book will be available for viewing on the Assessor's webpage on February 2, 2026.

Committeewoman Gomez acknowledged Martin Luther King Jr. Day.

Committeewoman Hand

Committeewoman Hand recognized Holocaust Remembrance Day.

Committeewoman Hand reported she had the pleasure of swearing in firefighters for companies 36, 37, and 38,

Committeewoman Hand stated she attended a Hindu Heritage event at the library which was very interesting.

Committeewoman Hand advised that the Township completed paving on a portion of Bloomingdale Drive. The Township will be applying for an NJDOT grant for the remaining sections. Until then, the Department of Public Works will continue to monitor the road and repair potholes or heavily damaged areas.

Committeewoman Hand informed residents that the DPW's primary goal during winter storms is public safety, prioritizing main roads, hills, and emergency routes to ensure access for first responders. Plowing follows a set hierarchy, moving from main arteries to residential streets. Salt is applied strategically to high-traffic and high-speed areas; therefore, residents should expect some snow cover on low-speed local roads.

Deputy Mayor Lipani

Deputy Mayor Lipani echoed Committeewoman Hand's comments and advised that plowing roads all night is very taxing.

Deputy Mayor Lipani reported that Hillsborough is preparing to join the national stage in celebrating the 250th anniversary of the United States. Hillsborough is proud to debut its first interactive historic video marker introducing Hillsborough's namesake, Lord Hillsborough. The Township is also unveiling its dedicated Semiquincentennial logo which will represent the community's spirit in honoring 250 years of American independence.

Mayor Payne

Mayor Payne stated she is very proud to have approved past budgets which allowed for all the paving of roads.

Mayor Payne advised the township has plenty of salt for the upcoming storms.

Mayor Payne attended the kick off meeting of the Robo Raiders wherein they receive their instructions.

Mayor Payne reported that Hillsborough Township is again participating in the New Jersey League of Municipalities' Louis Bay II, Future Municipal Leaders Scholarship Competition to allow Hillsborough juniors and seniors to participate in this scholarship competition. Submissions are due March 9, 2026.

Mayor Payne advised that Hillsborough Township has updated its schedule to dedicate the first meeting of each month specifically to proclamations and presentations. Beyond formal meetings, the committee remains available to present honors at off-site events, including scouting ceremonies and athletic banquets.

PERSONNEL ITEMS/APPOINTMENTS

1. RESOLUTION TO RATIFY AND CONFIRM THE HIRING OF NICOLE METZEL AS FULL-TIME RECREATION PROGRAM COORDINATOR IN THE HILLSBOROUGH RECREATION DEPARTMENT

WHEREAS, there exists a vacancy in the position of Full-Time Recreation Program Coordinator in the Hillsborough Township Recreation Department; and

WHEREAS, the Director of Parks & Recreation recommends the rehiring of Nicole Metzel for this position at \$42,000.00 annual salary, starting January 20, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Director of Parks & Recreation is hereby accepted and approved.

2. RESOLUTION AUTHORIZING ONE TIME STIPEND PAYMENTS

WHEREAS, the Township Administrator recommends the payment of one-time stipends to the below-noted employees; and

NAME	TITLE	REASON	AMOUNT
Robert Wagner	Director, Social Services and OEM	In accordance with Township policy for the management team, in lieu of reclaimed hours for the additional hours spent on offered programs	\$2,000.
Shelly Capell	Engineering, Office Administrator	Special Projects	\$1,500.
April Crossen	Tax Collector / Payroll Manager	Special Projects	\$1,500.
Dana Margelis	Finance Clerk / QPA / PACO / Deputy Tax Collector /Accounts Payable	Special Projects	\$1,500.
Caitlin Vaz	Engineering Support Secretary / Grant Writer	Special Projects	\$1,500.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Administrator is hereby accepted and approved.

3. RESOLUTION ESTABLISHING THE ANNUAL SALARIES AND WAGES OF HILLSBOROUGH TOWNSHIP POLICE DEPARTMENT CAPTAINS AND LIEUTENANTS

BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the annual salaries and wages of the following employees are to be adjusted as listed below, effective January 1, 2026:

Last Name	First Name	Title	2026 Salary
CUOMO	JEREMY	Police Captain	\$199,265.00
ENGELHARDT	CHRISTOPHER	Police Lieutenant	\$186,296.00
HOWARD III	JACK	Police Lieutenant	\$186,296.00
MCCARTHY	SCOTT	Police Captain	\$199,265.00
NOWACKI	STEPHEN	Police Lieutenant	\$186,296.00
OLSZYK	HENRY	Police Lieutenant	\$186,296.00
PASCHALL	JOSEPH	Police Lieutenant	\$186,296.00

4. RESOLUTION ESTABLISHING A MEMORANDUM OF UNDERSTANDING BETWEEN HILLSBOROUGH TOWNSHIP AND HILLSBOROUGH POLICE CHIEF MICHAEL MCMAHON

WHEREAS, the Township of Hillsborough and Hillsborough Township Police Chief Michael McMahon wish to enter into a Memorandum of Understanding pertaining to Chief McMahon's employment; and

WHEREAS, the MOU is for a term beginning 1/1/2026 and ending 12/31/2028.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor is authorized to execute a Memorandum of Understanding between the Township of Hillsborough and Hillsborough Police Chief Michael McMahon for a term of 3-years, beginning 1/1/2026 and ending 12/31/2028.

5. RESOLUTION GRANTING PERMANENT STATUS TO LIEUTENANT HENRY OLSZYK, SERGEANT MICHAEL LABOY, AND SERGEANT BRIAN GORKA EFFECTIVE JANUARY 8, 2026

WHEREAS, Lt. Henry Olszyk was appointed to the position of Lieutenant on July 8, 2025 for a six-month probationary period; and

WHEREAS, Sgt. Brian Gorka and Sgt. Michael Laboy were appointed to the position of Sergeant on July 8, 2025 for a six-month probationary period; and

WHEREAS, Chief of Police Mike McMahon has certified that the above-mentioned officers have successfully completed the probationary period; and

WHEREAS, Chief of Police Mike McMahon recommends that permanent status be conferred upon Lt. Henry Olszyk, Sgt. Brian Gorka and Sgt. Michael Laboy as of January 8, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Chief of Police are hereby accepted and approved and Lt. Henry Olszyk, Sgt. Brian Gorka and Sgt. Michael Laboy are granted permanent employee status in said positions as of January 8, 2026.

6. RESOLUTION RATIFYING AND CONFIRMING THE REHIRING OF PART-TIME POSITIONS TO SUPPORT HILLSBOROUGH 2025-2026 WINTER RECREATION PROGRAMS AND MINIMUM WAGE SALARY ADJUSTMENT FOR 2025-2026 WINTER PROGRAM EMPLOYEES

WHEREAS, there exists a need to hire part-time staff to support the Hillsborough Township 2025-2026 Winter Recreation programs; and

WHEREAS, there exists a need to adjust the per hour minimum wage rate as per the NJ Department of Labor requirement; and

WHEREAS, the Director of Parks & Recreation and the Assistant Director of Recreation recommend the rehiring and salary adjustment of the following individual(s) to support the Hillsborough Township Recreation Programs:

2025-2026 Winter Programs						
Last Name	First Name	Position	Rate	New Hire	Salary Adjustment	Rehire
Bienstock	Emily	Basketball Coach/ Scorekeeper	\$16.00		X	

Chase	Emily	Basketball Scorekeeper	\$16.00		X	
Cooper	Leo	Basketball Coach/ Scorekeeper	\$16.00		X	
Devaravar	Sid	Basketball Scorekeeper/Official	\$16.00		X	
DiChiara	Francis	Basketball Scorekeeper	\$16.00		X	
Glazewski	Gavin	Basketball Scorekeeper	\$16.00		X	
Griffith	Ariel	Basketball Scorekeeper	\$16.00		X	
Henderson	Emily	Basketball Scorekeeper	\$16.00		X	
Henderson	Nick	Basketball Scorekeeper	\$16.00		X	
Kafka	Timothy	Basketball Scorekeeper	\$16.00		X	
Kandal	David	Basketball Scorekeeper	\$16.00		X	
McCann	Taylor	Basketball Coach/ Scorekeeper	\$16.00		X	
Modesto	Briana	Basketball Scorekeeper	\$16.00			X
Siegelaub	Matthew	Basketball Coach/ Scorekeeper	\$16.00		X	
Sohnle	James	Basketball Coach	\$16.00		X	
Stroka	Elizabeth	Basketball Scorekeeper	\$16.00		X	
Watson	Ryley	Basketball Scorekeeper	\$16.00		X	

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Director of Parks & Recreation and Assistant Director of Recreation are hereby ratified and approved.

7. RESOLUTION AUTHORIZING THE PROMOTION OF MARK JANDOLI TO THE POSITION OF BUILDING SUBCODE OFFICIAL IN THE BUILDING DEPARTMENT

WHEREAS, there exists a vacancy in the position of Building Subcode Official to the Building Department; and

WHEREAS, the Construction Official and the Township Administrator recommend the promotion of Mark Jandoli as Building Subcode Official to the Building Department at an annual salary of \$100,000.00, effective January 1, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Construction Official and the Township Administrator is hereby accepted and approved.

8. RESOLUTION APPOINTING JANNAH HAMEED TO SEAT 2 OF THE SUSTAINABLE HILLSBOROUGH STEERING COMMITTEE

WHEREAS, there currently exists a vacancy for the position of Seat 2 on the Township of Hillsborough Sustainable Hillsborough Steering Committee; and

WHEREAS, Jannah Hameed of the Township of Hillsborough has indicated her willingness to serve on the Sustainable Hillsborough Steering Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Jannah Hameed is hereby appointed to Seat 2 on the Township of Hillsborough Sustainable Hillsborough Steering Committee.

9. RESOLUTION APPOINTING ROBERT PEASON TO ALTERNATE #2 OF THE SIGN REVIEW COMMITTEE

WHEREAS, there currently exists a vacancy for the position of Alternate #2 on the Township of Hillsborough Sign Review Committee; and

WHEREAS, Robert Peason of the Township of Hillsborough has indicated his willingness to serve on the Sign Review Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Robert Peason is hereby appointed as Alternate #2 on the Township of Hillsborough Sign Review Committee.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, Personnel Resolutions were approved upon the call of the roll.

Committeewoman Hand corrected that Emily Henderson's salary should be \$16 rather than \$15 per hour.

Administrator Ferrera thanked the Department of Public Works and Parks for their hard work through the storms and welcomed Nicole Metzel to the Recreation Department.

CONSENT

1. RESOLUTION APPROVING CONTINUATION CERTIFICATE FOR ROAD OPENING BOND NO. 395411 FOR NEW JERSEY AMERICAN WATER

WHEREAS, in accordance with the terms of the Code of the Township of Hillsborough Chapter 259, "Streets and Sidewalks", subsection 4G, the utility company New Jersey American Water has submitted a Continuation Certificate for Road Opening Bond No. 395411, in the required amount of \$5,000.00; and

WHEREAS, this general performance guarantee for the continuous stream of road opening permits that are processed each year; and

WHEREAS, the Engineering Director recommends that the Township Committee accept the Continuation Certificate for the above-referenced Road Opening Bond subject to review by the Township Attorney; and

WHEREAS, the Township Attorney has reviewed the Continuation Certificate and finds it acceptable.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Engineering Director is accepted and approved.

2. RESOLUTION AUTHORIZING PENNONI ENGINEERING TO PROVIDE DESIGN PLANS AND SPECIFICATIONS FOR FARM ROAD IMPROVEMENTS

WHEREAS, as part of the NJDOT Grant requirements for Farm Road Improvements, the Township of Hillsborough must provide plans and specifications to the NJDOT Local Aid Office; and

WHEREAS, pursuant to the contract for professional services awarded by the Township to Pennoni Engineering

through the Fair and Open procurement process (N.J.S.A. 19:44A-20.4-5 et seq.) appointing them as the Township Engineer, Pennoni Engineering has prepared a proposal dated December 17, 2025, to provide these services in an amount not to exceed \$40,300.00; and

WHEREAS, funds are available and have been certified as such by the Chief Financial Officer through account No.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Pennoni Engineering is hereby authorized to provide Design Plans and Specifications for the Farm Road Improvements in accordance with the proposal submitted in an amount to exceed \$40,300.00.

3. RESOLUTION AUTHORIZING THE TRANSFER OF EARNED AMOUNTS FROM THE SUBDIVISION AND SITE PLAN ENGINEERING TRUST ACCOUNTS TO THE TREASURER'S ACCOUNT

WHEREAS, the Engineering Director indicates inspections and engineering work have been completed for the indicated projects and recommends funds be transferred from the Engineering Inspection Escrow Accounts to the Treasurer's Account as set forth below; and

WHEREAS, each of the project line items have been verified against the Treasurer's Office account records to ensure that sufficient funds are available for these transfers of unanticipated revenues.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the funds set forth herein be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

Name	ID	Balance
Tollprivin	20-286-56-1103-99	\$2663.20
Hills206in	20-286-56-0294-99	\$182.04
Gateway929	20-286-56-1192-99	\$2425.08
Bilkoo24in	20-286-56-1106-99	\$330.37
Harvestin	20-286-56-0278-99	\$729.00
Brightspin	20-286-56-1094-99	\$886.27
Campusonin	20-286-56-1115-99	\$57.70
Grand Total		-\$7273.66

4. RESOLUTION AUTHORIZING THE TRANSFER OF EARNED AMOUNTS FROM THE SUBDIVISION AND SITE PLAN ENGINEERING TRUST ACCOUNTS TO THE TREASURER'S ACCOUNT

WHEREAS, the Engineering Director indicates inspections and engineering work have been completed for the indicated projects and recommends funds be transferred from the Engineering Inspection Escrow Accounts to the Treasurer's Account as set forth below; and

WHEREAS, each of the project line items have been verified against the Treasurer's Office account records to ensure that sufficient funds are available for these transfers of unanticipated revenues.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the funds set forth herein be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

Name	ID	Balance
Tollprivin	20-286-56-1103-99	\$1,254.98
GJSteelin	20-286-56-1187-99	\$201.14
Redcom/Harvard Way	20-286-56-1261-99	\$1,160.94
Yanuzzi	20-286-56-1252-99	\$370.99

Brightspin	20-286-56-1094-99	\$440.50
Rd 2025-41	20-286-56-1227-99	\$57.70
Burger King	20-286-56-1259-99	\$162.55
Grand Total		-\$3,648.80

5. RESOLUTION AUTHORIZING APPLICATION TO AND ACCEPTANCE OF THE SOMERSET COUNTY TRAILS GRANT PROGRAM

WHEREAS, Hillsborough Township desires to apply for and obtain grant funding from the Somerset County Trails Grant Program in an amount of approximately \$142,000 to carry out trail connectivity and enhancement improvements within the Township; and

WHEREAS, the proposed project includes upgrades to existing off-street walking and hiking trails connecting Pleasant View Road to Marshall Road and Terhune Lane to Beekman Lane within the Woodfield Estates neighborhood and Ann Van Middlesworth Park, including ADA-accessible paving, trail surface improvements, trail amenities, signage, and related green infrastructure enhancements; and

WHEREAS, the project is intended to improve accessibility, safety, connectivity, and public use of the Township's recreational trail network and aligns with Somerset County trail and active transportation priorities.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Mayor and Township Committee hereby authorize the submission of an application to the Somerset County Trails Grant Program for the above-referenced project; (2) the Township acknowledges and accepts that the Somerset County Trails Grant Program may award a lesser or greater amount than requested and upon receipt of a grant award hereby authorizes the execution of a grant agreement and the expenditure of funds in accordance with the terms and conditions set forth by Somerset County; and (3) the Mayor, Township Clerk, or their designees are hereby authorized to sign the grant application, grant agreement, and any related documents necessary to effectuate this resolution.

6. RESOLUTION AUTHORIZING SUBMISSION OF A GRANT PROPOSAL TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FY26 LOCAL RECREATION IMPROVEMENT GRANT PROGRAM BY HILLSBOROUGH TOWNSHIP FOR PLAYGROUND CONSTRUCTION AT VALLEY POCKET PARK

WHEREAS, the Hillsborough Township desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to construct a playground at Valley Park;

THEREFORE, BE IT RESOLVED,

1) That the Hillsborough Township does hereby authorize the application for such a grant; and
 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Hillsborough Township the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized Hillsborough Township officials to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

Sarah Brake
Clerk

Catherine Payne
Mayor

7. Resolution Authorizing Agreement Between The County Of Somerset And Township Of Hillsborough For Recycling Pick-Up For The Period January 1, 2026 To December 31, 2026 In An Amount Not To Exceed \$478,720.00

WHEREAS, the County of Somerset provides recycling pick-up services for municipalities located within Somerset County; and

WHEREAS, the County of Somerset fee is based upon the number of households within the Municipality as determined by the County Planning Board at the rate of \$28.16 per household per year in an amount not to exceed \$478,420 per year ; and

WHEREAS, the County of Somerset and Township of Hillsborough wish to enter into an Agreement for recycling pick-up services within the Township; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes the Mayor and Township Clerk to execute an Agreement for recycling pick up with the County of Somerset for the period January 1, 2026 to December 31, 2026 in an amount not to exceed \$478,720.00 per year.

8. RESOLUTION AUTHORIZING EXECUTION OF SETTLEMENT AND RELEASE AGREEMENT WITH CRITERION

WHEREAS, in 2023 the Township entered into a Subscription Services Agreement with Criterion for Human Resources software services; and

WHEREAS, in 2025 the Township terminated the Agreement with Criterion; and

WHEREAS, Criterion contends the Township owes \$18,492.60 plus accrued and unpaid interest under the existing Agreement; and

WHEREAS, the Township disputes Criterion's claim for payment; and

WHEREAS, in order to avoid the costs and uncertainty of litigation, the parties have negotiated a settlement of the disputed claim wherein the Township has agreed to pay and Criterion has agreed to accept payment in the amount of \$2,500.00 in full and final satisfaction of all claims of or arising out of the Subscription Services Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that: (1) the Mayor and Clerk are authorized to execute a Settlement and Release Agreement with Criterion consistent with the terms of this Resolution and in a form approved by the Township Attorney to settle all claims of or arising out of the Subscription Services Agreement for payment from the Township to Criterion in the amount of \$2,500.00; (2) the Township Attorney is authorized to take all actions deemed necessary to effectuate the settlement; and (3) the Chief Financial Officer is authorized and directed to issue payment in the amount of \$2,500.00 to Criterion upon receipt of the fully executed Settlement and Release Agreement.

9. RESOLUTION AUTHORIZING THE REIMBURSEMENT OF THE MUNICIPAL PORTION OF PROPERTY TAXES FROM NOVEMBER 20, 2025 THROUGH DECEMBER 31, 2025 FOR A QUALIFIED 100% DISABLED VETERAN

WHEREAS, the Township Committee by Resolution adopted on September 11, 2007 and pursuant to N.J.S.A. 54:4-3.32 authorized a tax exemption from local property taxes for veterans who have suffered a 100% permanent

disability resulting from war time service in the United States military; and

WHEREAS, the Township Committee authorized the date for qualification for the municipal portion of the property tax exemption to be the date on which the United States Veterans' Administration determined the 100% service connected disability, however said exemption shall not extend beyond January 1 of the year prior to the date of submission of the application to the Township with all qualifying documents; and

WHEREAS, the Tax Collector has received proof of such information from the Tax Assessor for the following property:

Danniballe, Rosalia	Block 153.08 Lot 68 C0017	\$66.45
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NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that in recognition of the serious and debilitating nature of 100% permanent service connected disabilities suffered by our veterans while serving in war time and in fairness to those disabled veterans, the Chief Finance Officer is authorized, pursuant to N.J.S.A. 54:4-3.32, to reimburse the municipal portion of property taxes paid from November 20, 2025 to December 31, 2025 to the above referenced property owner.

10. RESOLUTION AUTHORIZING CONTRACT WITH GEESE CHASERS FOR GEESE CONTROL AT AVM PARK

WHEREAS, the Township of Hillsborough solicited quotes for environmentally friendly geese control at AVM Park and three (3) responses were received as follows:

Geese Police	\$16,900.00
Geese Management	No quote
Geese Chasers LLC	\$16,548.00

WHEREAS, the Director of Parks & Recreation and the Township Qualified Purchasing Agent recommend the award of a 12-month service agreement to Geese Chasers, LLC, in an amount not to exceed \$16,548.00 for environmentally friendly geese control at AVM Park for the period January 1, 2026 through December 31, 2026; and

WHEREAS, funds will be available in the 2026 budget through account #01-201-28-796-201 (requisition #2312870) and have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes a contract with Geese Chasers, LLC, in an amount not to exceed \$16,548.00 for environmentally friendly geese control at AVM Park for the period January 1, 2026 to December 31, 2026.

11. RESOLUTION AUTHORIZING THE UPFITTING OF ONE (1) POLICE VEHICLE

WHEREAS, the Chief of Police has requested authorization for lighting and electrical upfitting of one (1) police vehicle; and

WHEREAS, the service is available from Elite Vehicle Solutions through New Jersey State Contract #17-FLEET-00749 for an amount not to exceed \$25,285.86; and

WHEREAS, funds are available in the 2025 municipal budget and have been certified as such by the Chief Finance

Officer through Account #01-201-25-745-251 (Requisition #2312826).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes and approves the lighting and electrical upfitting of one (1) police vehicle by Elite Vehicle Solutions in an amount not to exceed \$25,285.86.

12. RESOLUTION AUTHORIZING THE PURCHASE OF A BWISE DT714LP-LE-14 TAG ALONG DUMP TRAILER FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Township of Hillsborough solicited quotes for a B Wise DT714LP-LE-14 Tag Along Dump Trailer and three (3) responses were received as follows:

Skyline Equipment	\$11,090.00
Best Line Equipment	\$13,009.59
Cotner Trailers	No Quote

WHEREAS, the Director of Public Works and the Township Qualified Purchasing Agent recommend the purchase of a B Wise DT714LP-LE-14 Tag Along Dump Trailer from Skyline Equipment in an amount not to exceed \$11,090.00; and

WHEREAS, funds will be available in the 2026 budget through account #04-215-55-250-200 (requisition #2312854) and have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes the purchase of a B Wise DT714LP-LE-14 Tag Along Dump Trailer from Skyline Equipment in an amount not to exceed \$11,090.00.

13. RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF A SCENIC SHELTER PAVILION FOR SINGLEY PARK FROM BEN SHAFFER RECREATION THROUGH ESCNJ COOPERATIVE

WHEREAS, the Parks & Recreation Department requests authorization for the purchase and installation of a Scenic Shelter Pavilion for Singley Park ; and

WHEREAS, Ben Shaffer Recreation offers the Scenic Shelter Pavilion and Installation through the ESCNJ Coop 24/25-01 Contract #65MCESCCPS in an amount not to exceed \$191,889.00; and

WHEREAS, the Director of Parks and Recreation and Qualified Purchasing Agent recommend the purchase and installation of a Scenic Shelter Pavilion for Singley Park through Ben Shaffer Recreation through ESCNJ Coop 24/25-01 Contract #65MCESCCPS ; and

WHEREAS, funds are available in the 2026 municipal budget and have been certified as such by the Chief Finance Officer through Account #04-215-55-250-101 (requisition #2312874).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase and installation of a Scenic Shelter Pavilion for Singley Park from Ben Shaffer Recreation through ESCNJ Coop 24/25-01 Contract #65MCESCCPS in an amount not to exceed \$191,889.00 is hereby authorized.

14. RESOLUTION AUTHORIZING MUNICIPAL ALLIANCE GRANT APPLICATION FOR THE GOVERNOR'S COUNCIL ON SUBSTANCE USE DISORDER (GCSUD) FY2026 - FY2027.

WHEREAS, the Governor's Council on Substance Use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Substance Use Disorder in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth, and other allies in efforts to prevent substance use disorder in communities throughout New Jersey.

WHEREAS, the Township Committee of the Township of Hillsborough recognizes that substance use disorder is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent substance use disorder in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Substance Use Disorder through the County of Somerset.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey as follows: (1) the Township Committee hereby authorizes submission of a strategic plan for the Municipal Alliance grant for fiscal year in the amount of: GCSUD Grant \$7,501.41; Cash Match \$1,875.35; and In-Kind \$5,626.06; and (2) the Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED:

Catherine Payne, Mayor

CERTIFICATION

I, Sarah Brake, Municipal Clerk of the Township/Borough/City of Hillsborough, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township/Borough/City Council on this 27th day of January 2026.

Sarah Brake, Municipal Clerk

15. RESOLUTION AUTHORIZING THE TOWNSHIP OF HILLSBOROUGH THROUGH THE HILLSBOROUGH POLICE DEPARTMENT, TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE HILLSBOROUGH POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through the 1033 program.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Hillsborough Police Department is hereby authorized to enroll in the 1033 program for the period of January 1, 2026 to December 31, 2026; and

BE IT FURTHER RESOLVED that the Hillsborough Police Department is hereby authorized to acquire items on non-controlled property designated “DEMIL A”, which may include: office supplies, office furniture, computers, electronic equipment, generators, field packs, nonmilitary vehicles, off-road vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, excavation equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, respirators, binoculars, and any other supplies and equipment of a nonmilitary nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Hillsborough Police Department, without restriction; and

BE IT FURTHER RESOLVED that the Hillsborough Police Department is hereby authorized to acquire “DEMIL B through Q” property, listed in the unredacted portion of the DEMIL inventory sheet if it shall become available in the period of time for which this resolution authorizes; and

BE IT FURTHER RESOLVED that the Chief of Police for the Hillsborough Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Hillsborough Police Department shall provide a quarterly accounting of all property obtained through the 1033 program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire “DEMIL A” property and “DEMIL B through Q” property that may be made available through the 1033 program during the period of time for which this resolution authorizes.

BE IT FURTHER RESOLVED that this authorizing resolution will expire on December 31, 2026 and continued participation in this program will require annual authorization by the governing body.

16. RESOLUTION AUTHORIZING THE ONE-YEAR RENEWAL OF AVIGILON MAINTENANCE AND SUPPORT SYSTEM FROM TURN-KEY TECHNOLOGIES THROUGH ESCNJ COOPERATIVE

WHEREAS, the Director of Information Technology has requested the Renewal of Avigilon Maintenance and Support System for one year for the township and police camera system; and

WHEREAS, Turn-Key Technologies, Inc. offers the service through the ESCNJ Coop Contract #22/23-38 in an amount not to exceed \$20,050.00; and

WHEREAS, the Director of Information Technology and Qualified Purchasing Agent recommend the Renewal of Avigilon Maintenance and Support System through Turn-Key Technologies, Inc., through the ESCNJ Coop Contract #22/23-38; and

WHEREAS, funds are available in the 2026 municipal budget and have been certified as such by the Chief Finance Officer through Account #01-201-20-709-290 (requisition #2312711).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Renewal of Avigilon Maintenance and Support System from

Turn-Key Technologies, Inc., through the ESCNJ Coop Contract 22/23-38 in an amount not to exceed \$20,050.00 is hereby authorized.

17. RESOLUTION APPROVING PERSON TO PERSON TRANSFER OF LIQUOR LICENSE #1810-44-017 FROM HILLSBOROUGH SPIRITS LLC TO HILLSBOROUGH LIQUOR STORE LLC

WHEREAS, an application has been filed for a person-to-person transfer of Plenary Retail Distribution License No. 1810-44-017, from Hillsborough Spirits LLC to Hillsborough Liquor Store LLC; and

WHEREAS, the submitted application is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the applicant has disclosed, and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business, and all additional financing obtained in connection with the licensed business.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby approves, effective February 6, 2026, the person-to-person transfer of the aforesaid Plenary Retail Distribution License from Hillsborough Spirits LLC to Hillsborough Liquor Store LLC, provided all notifications and publications are satisfied.

18. RESOLUTION AUTHORIZING A PROPRIETARY REPAIR OF A HENDERSON DUMP TRUCK CONVEYOR SYSTEM FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, pursuant to Local Public Contract Law N.J.S.A. 40A: 11-13(d), require, with regard to a contract, the furnishing of any "brand name," but may in all cases require "brand name or equivalent," except that if the goods or services to be provided or performed are proprietary, such goods or services may be purchased by stipulating the proprietary goods or services in the bid specification in any case in which the resolution authorizing the contract so indicates, and the special need for such proprietary goods or services is directly related to the performance, completion or undertaking of the purchase of which the contract is awarded; and

WHEREAS, the Director of Public Works has requested authorization to repair the conveyor system of one of the department's Henderson dump trucks; and

WHEREAS, Henderson Products, Inc., is the manufacturer of the truck and is the sole manufacturer and distributor of the parts for repairs, and therefore is able to provide the township with repair service, in an amount not to exceed \$20,629.33; and

WHEREAS, funds are available in the 2025 municipal budget and have been certified as such by the Chief Finance Officer through Account #01-201-26-767-556 (requisition #2312759).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Repair of a Henderson Dump Truck Conveyor System from Henderson Products, Inc., in an amount not to exceed \$20,629.33 is hereby authorized.

19. RESOLUTION AUTHORIZING THE ONE-YEAR RENEWAL OF THE MAINTENANCE AND SUPPORT SERVICE OF THE COURT ROOM AUDIO AND VISUAL SYSTEM BY BIS DIGITAL

WHEREAS, the Court Room in the Municipal Complex requires a renewal of the Maintenance and Support Service of the Court Room Audio and Visual System; and

WHEREAS, BIS Digital will provide these services for a one-year renewal through the NJ State Contract #83896 /T0109 in an amount not to exceed \$13,036.76; and

WHEREAS, funding is available through the 2026 Budget #01-201-20-709-290 (requisition #2312712) and funds have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the One-Year Renewal of the Maintenance and Support Service of the Court Room Audio and Visual System by BIS Digital in an amount not to exceed \$13,036.76 is hereby authorized.

20. RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT A REQUEST FOR PROPOSALS FOR RENOVATIONS AND FIRE SUPPRESSION GENERAL CONTRACTING FOR THE SERVER ROOM IN THE MUNICIPAL BUILDING

WHEREAS, there is a need to upgrade to an alternative fire suppression system in the server room with renovations in the Hillsborough Municipal Building for the protection of equipment; and

WHEREAS, the Township's Qualified Purchasing Agent requests authorization to solicit a Request for Proposals for Renovations and Fire Suppression General Contracting for the Server Room in the Municipal Building.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to solicit a Request for Proposals for Renovations and Fire Suppression General Contracting for the Server Room in the Municipal Building.

21. RESOLUTION ACCEPTING AND ADOPTING THE CENTRAL JERSEY JOINT INSURANCE FUND'S 2026 SAFETY INCENTIVE PROGRAM

WHEREAS, the Township of Hillsborough is a member of the Central Jersey Joint Insurance Fund (CENTRAL JJIF); and

WHEREAS, it is the policy of the CENTRAL JJIF to achieve the best and most practical degree of freedom from accidents and/or injuries; and

WHEREAS, the CENTRAL JJIF endeavors to ensure that all of their members' employees, volunteers and public are provided with a safe and healthy environment, free from any recognized hazards; and

WHEREAS, the CENTRAL JJIF endeavors to ensure that all of their members are in compliance with applicable safety and health requirements; and

WHEREAS, the CENTRAL JJIF's Safety Committee is made up of representatives of the Fund's Municipalities, along with the professionals employed by the Fund; and

WHEREAS, the new Program will assist all the Central JJIF members in becoming or maintaining compliance with all Public Employees Occupational Safety and Health (PEOSH) Requirements; and

WHEREAS, the CENTRAL JJIF has adopted the new 2026 SAFETY INCENTIVE PROGRAM which should succeed in providing a safe, healthful and pleasant environment.

NOW; THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough,

County of Somerset, State of New Jersey that the Central Jersey Joint Insurance Fund SAFETY INCENTIVE PROGRAM is hereby adopted by the Township of Hillsborough.

22. RESOLUTION AUTHORIZING THE PURCHASE OF BULK ROCK SALT FOR PUBLIC WORKS THROUGH THE SOMERSET COUNTY Cooperative In An Amount Not To Exceed \$96,291.81

WHEREAS, the Director of the Department of Public Works requests authorization for the purchase of bulk rock salt; and

WHEREAS, Atlantic Salt, Inc., provides these materials through the Somerset County Cooperative Contract #CC-0054-24 of which the Township of Hillsborough is a member in an amount not to exceed \$96,291.81; and

WHEREAS, the Chief Financial Officer certifies there will be sufficient funds available in the 2026 Municipal budget account #01-203-26-769-840 (requisition #2312706)

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase of bulk rock salt from Atlantic Salt, Inc., through the Somerset County Cooperative Contract #CC-0054-24 in an amount not to exceed \$96,291.81 is hereby authorized.

23. RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) 2026 FORD F550 REGULAR CAB/CHASSIS 4X4 DRW THROUGH MORRIS COUNTY CO-OP FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Public Works Department needs to replace the basin repair truck and has requested the purchase of one (1) 2026 Ford F550 Regular Cab/Chassis 4x4 DRW for the Department; and

WHEREAS, Ciocca Ford of Flemington Dealership offers the vehicle through the Morris County Co-Op, of which the Township is a member, through Contract #155-C Item #19 in the amount of \$56,052.00; and

WHEREAS, funds are available from Bond Ordinance # 2025-08 (Various Capital Improvements) and have been certified as such by the Chief Finance Officer through Account #04-215-55-250-200 (requisition #2312885) in the amount of \$56,052.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase of one (1) 2026 Ford F550 Regular Cab/Chassis 4x4 DRW from Ciocca Ford of Flemington Dealership through the Morris County Co-Op Contract #15-C Item #19 in an amount not to exceed \$56,052.00 for the Hillsborough Public Works Department is hereby authorized.

24. RESOLUTION AUTHORIZING THE APPOINTMENT OF REHABCO AS AFFORDABLE HOUSING ADMINISTRATIVE AGENT FOR THE YEAR 2026

WHEREAS, Requests for Proposals were solicited for Affordable Housing Administrative services for the year 2026; and

WHEREAS, based upon the recommendation of the Evaluation Committee consisting of the Township Committeeman, Finance Committee Chair and Township Administrator, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint the hereinafter specified professional service provider to the said listed position with the following financial stipulation where applicable:

- Rehabco, Inc., 44 East Water Street, Second Floor, Toms River, NJ, as Affordable Housing Administrative Agent for the year 2026, in accordance with the proposal submitted in an amount not to exceed \$86,000.00; and

WHEREAS, funds will be available and certified by the Chief Financial Officer in the 2026 Municipal Budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows:

1. The Mayor and Township Clerk are hereby authorized to execute a Professional Services Contract with Rehabco Inc., in the “not to exceed” amount indicated for the year 2026.
2. The Professional Service contract is awarded through the Fair and Open Selection Process as “Professional Services” in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law and the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4-5 et. seq., because these services will be performed by persons authorized by law to practice a recognized profession whose practice is regulated by law, the performance of which service requires knowledge of an advance type in a field of learning acquired by a prolonged formal course of specialized instructions as distinguished from general academic instruction or apprenticeship and training.
3. The Mayor and Township Clerk are hereby authorized to execute the Township’s standard form of agreement for “Professional Services” and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.
4. A notice of the Professional Service appointments/contract awards shall be printed once in one of the official Township newspapers.

25. RESOLUTION AUTHORIZING THE AWARD OF A NON FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT TO COMMUNITY VISITING NURSE ASSOCIATION FOR THE PROVISION OF PUBLIC HEALTH NURSING SERVICES

WHEREAS, the Township Health Officer indicates that there is a need for public health nursing services as required by the New Jersey Public Health Practice Standards; and

WHEREAS, the Township received a proposal from the Community Visiting Nurse Association for the provision of public health services for the period January 1, 2026 to December 31, 2026 in the amount of \$9,900; and

WHEREAS, the Township Health Officer recommends the award of a non-fair and open professional services contract to the Community Visiting Nurse Association pursuant to the proposal submitted; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer through budget account # 01-201-27-785-280.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor and Township Clerk are hereby authorized to execute a contract with Community Visiting Nurse Association pursuant to their proposal for the provision of public health services for the Township of Hillsborough for the period January 1, 2026 to December 31, 2026 in an amount not to exceed \$9,900.

26. RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF HILLSBOROUGH AND BOROUGH OF MILLSTONE FOR HEALTH SERVICES

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq., authorizes any local unit to enter into an agreement with another local unit for the joint provision within their several jurisdictions of any

services which any party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, the Township of Hillsborough and the Borough of Millstone desire to enter into a Shared Services Agreement for the furnishing of health services of a technical and professional nature by Hillsborough on behalf of Millstone in accordance with N.J.S.A. 40A:65-1 et. seq. and N.J.S.A. 26:3A2-1 et seq.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor and Township Clerk are hereby authorized to execute a Shared Services Agreement with the Borough of Millstone for the provision of health services of a technical and professional nature by Hillsborough on behalf of Millstone for the period January 1, 2026 through December 31, 2026.

27. RESOLUTION TO ISSUE TOWNSHIP WRECKER LICENSES FOR THE 2026 LICENSE TERM

WHEREAS, the Hillsborough Township Police Department has conducted an investigation of each applicant to ensure that criminally disqualified and other unfit persons do not acquire wrecker license; and

WHEREAS, as a result of the aforementioned investigations, the Hillsborough Police Department has confirmed that the applicants are not subject to any of the disabilities set forth in Chapter 287 of the Township Code; and

WHEREAS, the Chief of Police has certified that each licensee has satisfied the requirements of the Township Code and recommends issuing the wrecker licenses and adding the licensees to the 2026 Wrecker List.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Wrecker Licenses are hereby issued to the following license holders for the year 2026, effective January 27, 2026:

Licensee	Company	Address
Jeremy Salvato	Colonial Motors Towing & Recovery	3210 US Hwy 22 W. North Branch, NJ
Jerry Montecalvo	American Tire & Auto Service	426 B US 206, Hillsborough, NJ
Richard Fendt Jr.	Rich's Offroad Towing.	1213 West Camplain Rd, Manville, NJ
John Skiadas	Daves Heavy Towing	87 Old Camplain Rd. NJ
Tom Deluca	Tom Deluca's Towing	390 Burnt Mills Rd, NJ
Giancarlo DeLeo	A & G Towing	P.O. BOX 6015 Bridgewater, NJ
John Skiadas	Value Towing	87 Old Camplain Rd. Hillsborough, NJ
Bernard Scheer	A & B Garage, Inc.	206 Reaville Rd. Flemington, NJ
Michael Kovi	Kovi Towing	233 Old York Road Flemington, NJ
Michael A. Sena	Mike's Towing & Recovery, Inc.	58 Chambers Brook Rd. Branchburg, NJ
Patrick Breen	Stewart's Towing	27 Reading Blvd Belle Mead, NJ
Michael Bessaparis	Somerset Hills Towing	19 Finderne Ave, Bridgewater NJ

28. RESOLUTION APPROVING PROPOSED FIRE HYDRANT INSTALLATION ON LYNN COURT

WHEREAS, the water main on Lynn Court is scheduled for replacement in early February 2026; and

WHEREAS, Lynn Court has twelve homes and is approximately 1,700 feet in length; and

WHEREAS, there are currently no fire hydrants located on Lynn Court; and

WHEREAS, the Chief Fire Marshal recommends the installation of two (2) hydrants on Lynn Court in accordance with the provisions of Section 188-48 of the Township Code to improve firefighting operations for the homes on Lynn Court.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the installation of two (2) fire hydrants on Lynn Court as recommended by the Chief Fire Marshal.

29. RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE STATE OF NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL, UNDER THE SAFE AND SECURE COMMUNITIES PROGRAM

BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows:

1. The Township of Hillsborough is authorized to accept a sub award grant from the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General, in the amount of \$45,150.00 under the Safe and Secure Communities Program, Grant No. 26-1810 with a Match - Fringe Benefits, for a total project cost of \$45,150.00.
2. The Mayor and Police Chief are authorized to execute and the Township Clerk to attest to a Sub grant Award in connection with this grant and any and all documents in connection with this grant.
3. The Township of Hillsborough is accepting this grant of funds for the purpose described in the application.
4. Sub award Period: February 1, 2026 to January 31, 2027
5. A certified copy of this resolution shall be provided by the Office of the Township Clerk to each of the following:
 - a. Mayor Catherine Payne
 - b. Township Committee
 - c. Township Administrator
 - d. Township Attorney
 - e. Chief Financial Officer
 - f. Police Department, Attention: Chief Michael McMahon
 - g. Police Department, Attention: Lieutenant Joseph Paschall

30. RESOLUTION ESTABLISHING THE HILLSBOROUGH TOWNSHIP OPIOID SETTLEMENT COMMITTEE FOR 2026 AND APPOINTING MELINDA MAGGIO AND REBECCA GROSSMAN AS OPIOID SETTLEMENT COORDINATORS AND AUTHORIZING ANNUAL STIPENDS FOR SAID SERVICE

WHEREAS, in March 2022, the State of New Jersey reached agreement on a national lawsuit against four companies for their role in the opioid crisis in which opioid manufacturers, distributors and retailers were held accountable for their role in creating and fueling the opioid epidemic; and

WHEREAS, as a result of said lawsuit, New Jersey will receive at least one-billion dollars over the course of 18 years beginning in 2022 from the opioid settlement; and

WHEREAS, Hillsborough Township successfully completed the requisite registration documents to receive a portion of the settlement funds; and

WHEREAS, as a result of the success of that registration, the Township wishes to enlist the support of the community in this initiative by forming an Opioid Settlement Committee; and

WHEREAS, the Township wishes to appoint the following individuals to the Opioid Settlement Committee, effective January 1, 2026 through December 31, 2026: Gil Pilarte, Tim Wolf, Lisa Federico, Rebecca Grossman and Minda Maggio; and

WHEREAS, there is a need for Township employees to support this initiative, an internal group has been formed comprised of the following individuals: Anthony Ferrera, Sarah Brake, Annette Henderson, Christiaan Bushell and Carly Valentino; and

WHEREAS, the Township Committee shall appoint Committeewoman Jill Gomez and Deputy Mayor Shawn Lipani; and

WHEREAS, the Township Committee recommends the appointments of Melinda Maggio and Rebecca Grossman to one (1) year terms as Opioid Settlement Coordinators effective January 1, 2026 through December 31, 2026 with annual stipends of \$3,000.00 each for such services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that (1) there is hereby established an Opioid Settlement Committee consisting of the individuals set forth in this Resolution; and (2) this Committee shall be re-evaluated and subsequently reappointed each year to ensure proper disbursement of said funds.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) Melinda Maggio and Rebecca Grossman are appointed to one (1) year terms as Opioid Settlement Coordinators effective January 1, 2026 through December 31, 2026 with an annual stipend of \$3,000.00 to be paid to each individual for such service.

Mayor Payne stated: "We are going to hear all comments first. After that, if any committee member would like to take any item from the consent agenda separately for voting purposes, I will give you the opportunity to do so. There is no need to take items separately for the purpose of commenting or questioning.

Committeeman Britting stated regarding #6 that the Parks and Recreation Department is adding a playground through a grant, # 15 the police department is receiving Department of Defense equipment and he is happy to support the police department, and #30 emphasized the importance of the opioid settlement.

Committeewoman Hand asked regarding #24 if there was a company before Rehabco. Mayor Payne answered, yes, CME.

Administrator Ferrera stated he and David Kois, Township Planner are thrilled to be bringing this company on.

Deputy Mayor Lipani stated regarding # 2 the Farm Road paving is moving forward with design plans for 206 and Triangle, and #13 Safety Pavilion at Singley Park will now be built to provide shelter.

Committeewoman Gomez asked if residents could rent the pavilion. Deputy Mayor Lipani responded yes, through the Recreation department.

Mayor Payne stated another bulk rock salt delivery is coming.

Upon a motion by Committeeman Robert Britting, seconded by Deputy Mayor Shawn Lipani, the consent agenda was unanimously approved upon the call of the roll.

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

1. 2026-01 ORDINANCE AMENDING CHAPTER 188 “LAND USE AND DEVELOPMENT”, ARTICLE I “TITLE; PURPOSE; DEFINITIONS”, SECTION 188-3 “WORDS AND TERMS DEFINED” AND ARTICLE V “DISTRICTS AND STANDARDS”, SECTION 188-106 “I-1, I-2 AND I-3 LIGHT INDUSTRIAL DISTRICTS” OF THE CODE OF THE TOWNSHIP OF HILLSBOROUGH, SOMERSET COUNTY, NEW JERSEY. FURTHER CONSIDERATION AND PUBLIC HEARING ON FEBRUARY 24, 2026.

Whereas, on June 13, 2023, the Township Committee adopted Ordinance 2023-08 removing warehousing, shipping and receiving facilities as a principal permitted use in the I-1, I-2 and I-3 Light Industrial Districts, GI General Industrial District and LI Light Industrial District; and

Whereas, Hillsborough Industrial, LLC, has existing developed properties in the I-2 Light Industrial District; and

Whereas, Hillsborough Industrial filed a civil action in the New Jersey Superior Court challenging and seeking to invalidate Ordinance 2023-08; and

Whereas, following negotiations and input from each party’s Planner, on December 5, 2025, the Township and Hillsborough Industrial entered into a Settlement Agreement wherein the parties agreed to amend the Hillsborough Land Use and Development Ordinance in such a manner so as to render Hillsborough Industrial’s existing structures and uses conforming to the I-2 Light Industrial District in which they are situated.

Now, Therefore, Be It Ordained by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Chapter 188 “Land Use and Development” of the Municipal Code of the Township of Hillsborough is amended as follows: **New language is underlined thus and deletions are indicated with strikethroughs ~~thus~~.**

Section 1. Chapter 188 “Land Use and Development”, Article I “Title; Purpose; Definitions”, Section 188-3 “Words and terms defined” is amended as follows:

§188-3 Words and terms defined.

B. Certain phrases and words are herein defined as follows:

SMALL SCALE STORAGE AND DISTRIBUTION

A use of no more than 25,000 square feet of gross floor area per building that is principally used for the storage of goods and materials with limited frequency of pickup and delivery completely within an enclosed building. Such facilities are characterized by low daily trip generation, infrequent truck traffic, and the absence

of continuous shipping, receiving, or order fulfillment activities. Trailer parking other than at the loading dock is prohibited.

Section 2. Chapter 188 “Land Use and Development”, Article V “Districts and Standards”, Section 188-106 “I-1, I-2 and I-3 Light Industrial Districts” of the Code of the Township of Hillsborough is amended as follows:

§188-106 **I-1, I-2 and I-3 Light Industrial Districts.**

B. Permitted principal uses.

(13) Small Scale Storage and Distribution.

(14) The manufacturing, processing, finishing and assembly of products completely within an enclosed building.

E. Area, yard, and bulk regulations.

(5) Each lot shall have frontage on an improved public street., ~~and no lot shall contain more than one principal use.~~

(6) Maximum Loading docks: 1 per 5,000 square feet.

I. Nonconforming structure.

(1) Any principal or accessory structure lawfully created which shall accidentally be destroyed may be replaced in the same location as it occupied under the same specifications on the lot immediately prior to said accidental destruction and shall not constitute a nonconforming structure.

Section 3. This Ordinance shall be construed so as not to conflict with any provision of New Jersey or Federal law. The provisions of this Ordinance shall be cumulative with, and not in substitution for, all other applicable zoning, planning, and land use regulations. In the event of any inconsistency or conflict between the provisions of this Ordinance or other local requirements, the provisions of this Ordinance shall apply.

Section 4. If any provisions of this Ordinance shall be adjudged invalid, such adjudication shall not affect the validity of the remaining provisions which shall be deemed severable therefrom.

Section 5. After introduction, the Township Clerk is hereby directed to provide a copy of the within Ordinance to the Planning Board for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A.40:55D-64. The Planning Board is directed to make and transmit to the Township Committee within 35 days after referral a report, including identification of any provisions in the proposed Ordinance which are inconsistent with the Master Plan and recommendations concerning any inconsistencies and any other matter as the Board deems appropriate.

Section 6. After introduction, the Township Clerk is hereby directed to provide by personal service, certified mail or email with confirmation that the email was delivered, at least 10 days prior to the scheduled hearing, a

copy of this Ordinance and a Notice of Hearing in accordance with N.J.S.A. 40:55D-15 to: the clerk of any adjoining municipalities located within 200 feet of the boundaries of the affected properties; and the County Planning Board.

Section 7. After introduction, the Township Clerk is hereby directed to provide by personal service or certified and regular mail, at least 10 days prior to the scheduled hearing, a Notice of Hearing in accordance with N.J.S.A. 40:55D-62.1 to: the owners of the properties affected by this Ordinance; the owners of all properties within 200 feet of the boundaries of the affected properties; the Office of Planning Advocacy; and any military facility commander who has registered with the municipality.

Section 8. After introduction, the Township Clerk, in accordance with N.J.S.A. 40:49-2 and N.J.S.A. 40:49-2.1, is hereby directed to publish this Ordinance in its entirety or by title and summary at least once in a newspaper published and circulated in the municipality, if there is one, and if not, in a newspaper printed in the county and circulating in the municipality, together with a notice of the introduction thereof, the time and place when and where it will be further considered for final passage. The publication shall include a clear and concise statement prepared by the Clerk setting forth the purpose of this Ordinance and a time and place when and where a copy of this Ordinance can be obtained without cost by any member of the general public. The publication shall be at least 1 week prior to the scheduled hearing.

Section 9. If adopted, the Township Clerk, in accordance with N.J.S.A. 40:49-2 and N.J.S.A. 40:49-2.1, is hereby directed to publish this Ordinance, in its entirety or by title and summary, together with a notice of the date of passage or approval, at least once in a newspaper published and circulated in the municipality, if there is one, and if not, in a newspaper printed in the county and circulating in the municipality.

Section 10. If adopted, the Township Clerk, in accordance with N.J.S.A. 40:55D-16, shall forward a copy of this Ordinance to the County Planning Board for filing.

Section 11. In accordance with N.J.S.A. 35:3-2a, the Township Clerk is further directed to publish the legal notices pertaining to this Ordinance on the Township's official internet website; and

Section 12. This Ordinance shall take effect immediately upon its adoption, passage and publication according to law.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, to introduce 2026-01, the motion was unanimously approved upon the call of the roll.

CLAIMS LIST

1. CLAIMS LIST 26-02

Mayor Payne asked to approve Claims List 2026-02.

Upon a motion by Committeewoman Samantha Hand, seconded by Committeeman Robert Britting, Claims List 2026-02, was approved upon the call of the roll.

NEW BUSINESS

None

PROCLAMATIONS / APPOINTMENTS

None

PRESENTATIONS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Township Clerk Sarah Brake stated the following. The Township Committee welcomes input from the public. Please state your name and address and please spell your name for the record. You will be given one three minute allotment for your comments. Please understand that this public forum is not structured as a question and answer session. Comments are to be addressed to the Mayor. Again, please keep your comments to three minutes. Thank you.

Assemblyman Roy Freiman thanked the Department of Public Works for the incredible snow removal efforts at 601 Route 206. He thanked the committee for the vigil and asked the committee to consider getting a podium.

Mayor Payne stated the thanks for the vigil goes to the Reverend for reaching out to the Committee.

David Brook, 7 Winding Way stated the staff should focus on good government specifically to reconsider the 3 minute time limit, different camera views, having a podium. Mr. Brook alleged the Township Clerk has been acting politically in charging a special service charge for his multiple OPRA requests.

Mayor Payne reiterated that he has created 98 hours of work by the Township Clerk's office in responding to his OPRA requests this year without charge until now. The Mayor stated it is a state law that municipalities can assess a special service charge. Mayor Payne further stated that the Township Committee meetings are no place for politics but rather a place to serve all the residents of Hillsborough.

Heather LoRico, 23-C Bloomingdale Drive thanked Committeewomen Gomez and Hand for recognizing Martin Luther King Day and Holocaust Remembrance Day. Ms. LoRico asked the committee to make a statement about the actions against Alex Pretti.

Township Attorney Willard stated that the original idea of OPRA was to provide documents and not serve as a research tool, but since technology has evolved simple searches quickly yield documents that can be provided. However, Mr. Brooks requests have yielded in one case 5000 emails of various lengths with attachments. Mr. Willard advised Ms. Brake to assess a service charge but Ms. Brake declined since the search had already begun. The Clerk's Office must read every email and attachments, then redact any necessary comments and provide an explanation for the redaction which is a monumental task that should be assessed a fee.

ADJOURNMENT

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, the meeting duly adjourned at 8:21 pm. Said motion was unanimously carried upon voice vote.

Attested:

A handwritten signature in dark ink, appearing to be a stylized 'S' or 'J' followed by a horizontal line.

Sarah Brake
Township Clerk



Director of Public Works
PAUL L. McCALL

Director of Recycling
RAFAEL JIMENEZ

Manager
Division of Solid Waste Management
RACQUEL HINDS

COUNTY OF SOMERSET DEPARTMENT OF PUBLIC WORKS

SOLID WASTE MANAGEMENT

County Administration Building
20 Grove Street
P.O. Box 3000
Somerville, New Jersey 08876-1262
SomersetCountyNJ.gov

RHinds@co.somerset.nj.us
(908) 231-7109 • Fax (732) 469-6229



Facilities & Services Director
EDWARD ZELIS JR.

Director of Roads & Bridges
VINCENZO RUSSO

Transportation Director
JOHN ADAIR

Director of Vehicle Maintenance
MARSHA BURKE

Somerset Union Soil Conservation
District Manager
MATTHEW D'ALESSANDRO

RECEIVED JAN 9 2026

January 5, 2026

Dear Municipal Clerk,

Please find the following:

- A copy of the adopted resolution authorizing the agreement between Somerset County and your municipality for your records.
- The 2026 Recycling Agreement from Somerset County. Please sign the agreement and mail it back to the office of the Board of County Commissioners at the address below. Once the agreement is signed by the Director of the Board of County Commissioners, an executed agreement will be mailed back to you.

Please mail the signed recycling agreement to:

Somerset County Board of County Commissioners
20 Grove Street/PO Box 3000
Somerville, NJ 08876
Attention: Kelly Mager

Thank you,

Racquel Hinds
Solid Waste Manager
Somerset County Solid Waste Management

- Mission Statement -

The County of Somerset is committed to excellence and innovation in public service, promoting the well-being of all residents and communities by providing effective, efficient and responsive leadership.

Somerset County Is An Equal Opportunity Employer

**RESOLUTION AUTHORIZING AGREEMENT BETWEEN COUNTY OF SOMERSET
AND THE TWENTY-ONE MUNICIPALITIES LOCATED WITHIN ITS BORDERS
FOR RECYCLING PICK-UP JANUARY 1, 2026-DECEMBER 31, 2026**

WHEREAS the County of Somerset entered into negotiations regarding an agreement between the County of Somerset and each of the twenty-one municipalities (Bedminster, Bernards, Bernardsville, Bound Brook, Branchburg, Bridgewater, Far Hills, Franklin, Green Brook, Hillsborough, Manville, Millstone, Montgomery, North Plainfield, Peapack-Gladstone, Raritan, Rocky Hill, Somerville, South Bound Brook, Warren, and Watchung) located within its borders; and,

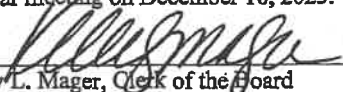
WHEREAS, the County of Somerset has agreed that the County fee shall be based upon the number of households within the municipality as determined by the County Planning Board at the rate of \$28.16 per household per year; and,

WHEREAS, the County of Somerset has determined that it is in the best interests of the County to execute an Agreement with each of the twenty-one municipalities (Bedminster, Bernards, Bernardsville, Bound Brook, Branchburg, Bridgewater, Far Hills, Franklin, Green Brook, Hillsborough, Manville, Millstone, Montgomery, North Plainfield, Peapack-Gladstone, Raritan, Rocky Hill, Somerville, South Bound Brook, Warren, and Watchung) formulated as a result of negotiations.

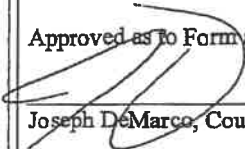
NOW, THEREFORE, BE IT RESOLVED that the Director and Clerk of the Board are hereby authorized to execute this Agreement for recycling pickup with each of the twenty-one municipalities located within the County of Somerset, more particularly described in the Agreement prepared by County Counsel and on file with the Clerk of the Board for the period January 1, 2026, to December 31, 2026.



I, Kelly L. Mager, Clerk of the Board of County Commissioners of the County of Somerset in the State of New Jersey, do hereby certify that the foregoing is a true copy of a Resolution adopted by said Board of County Commissioners at its regular meeting on December 16, 2025.


Kelly L. Mager, Clerk of the Board

Approved as to Form and Legality


Joseph DeMarco, County Counsel

**AGREEMENT BETWEEN SOMERSET COUNTY
AND ITS MUNICIPALITIES FOR RECYCLING**

THIS AGREEMENT by and between the Somerset County Board of Commissioners in the State New Jersey, a body politic having its offices located at P.O. Box 3000, Somerville, New Jersey, 08876 (hereinafter "County") and TOWNSHIP OF HILLSBOROUGH, a municipal body politic having its offices at 379 South Branch Road, Hillsborough, New Jersey, 08844 (hereinafter "Municipality"), is dated this ____ day of _____ 2026.

WHEREAS, Municipality, by ordinance, has duly enacted a recycling plan for all recyclable materials as designated by the Somerset County Solid Waste Management Plan and amendments thereto and:

WHEREAS, Municipality is desirous of retaining the services of the County for said recycling program; and

WHEREAS, the award of this contract to the County pursuant the N.J.S.A. Section 13:1E-99.14 is an exception to the bidding requirements as set forth in the Local Public Contracts Law pursuant to N.J.S.A. Section 40A: 11-5(2), and the Board of Public Utilities Somerset Waste Franchise for Somerset County.

NOW, THEREFORE, in consideration of the terms, conditions, mutual benefits and covenants hereinafter set forth, the Municipality and the County make this agreement.

1. The Borough shall retain the services of the County for the residential curbside pick-up of Recyclable Materials as hereinafter defined on a biweekly basis.

2. County shall conduct residential curbside pick-up services for all Recyclable Materials, as are designated by the County's Solid Waste Management Plan, including but not limited to, glass containers, plastic bottles, newsprint, aluminum cans, steel cans and corrugated paper and such other Recyclable Materials as the County may designate from time to time, within the Municipality (hereinafter "Recyclable Materials").

3. Upon execution of this Agreement, County shall be obligated to provide services for the collection of Recyclable Materials set forth in Paragraph 1 above providing that the Recyclable Materials are set out in the manner as designated below by 6:00 am on the collection day:

- (a) All newsprint is securely tied in bundles of no more than twelve inches in height not to exceed thirty pounds each; and
- (b) All glass bottles and jars will be placed in a recycling bucket. All glass containers will be rinsed with lids removed; and
- (c) Aluminum cans may be placed in the same recycling bucket as the glass and steel cans; and
- (d) All plastic bottles marked #1 - #7: water, soda, milk, juice, soap detergent, bleach, shampoo and cleaning agents. Also included are containers: peanut butter, yogurt, baby wipe containers, margarine tubs and clear plastic clam shell containers from salad bars may be placed in the same recycling bucket as the glass, steel and aluminum. All plastics shall be rinsed with lids removed; and
- (e) All chipboard (cereal, cake, cookie pasta cracker, detergent, gift, shoe, shirt or any retail boxes poster board & backing on writing pads.), corrugated paper boxes and other corrugated paper products will be securely tied in

bundles of no larger than twenty-four inches square; and

- (f) All tin-plated steel and bimetal food and beverage cans will be placed in the same recycling bucket. All steel cans will be rinsed; and
- (g) Junk mail, catalogs, magazines, and school papers will be placed in a brown paper bag; and
- (h) In the alternative the County may provide two (2) recycling totes to the residents of the municipality which are required to be used for all Recyclable Materials

4. The County reserves the right to reject and not pick up Recyclable Materials that are not packaged in conformance with the provisions of Paragraph 3 (a)(b)(c)(d)(e)(f).

5. The County reserves the right to reasonably amend the collection specifications enumerated in Paragraph 3 above by giving thirty- (30) day written notification to the Municipality of any changes thereto.

6. For the period commencing **January 1, 2026, through and including December 31, 2026**, the County shall be responsible for residential curbside pick-up services for all Recyclable Materials from each residential household within the Municipality. The number of households in the Municipality shall be calculated by the Somerset County Planning Board by the end of April 2024 and shall be based on figures obtained from the respective Municipalities and updated with listings of Certificates of Occupancy. Municipality is responsible for providing on a quarterly basis, any updates in the listings of Certificates of Occupancy. If the Municipality disputes this number, the County will continue to bill at the rate as determined by the Somerset County Planning Board until the Municipality provides written documentation of the correct number of households to said office.

7. The County and Municipality shall agree, upon the execution of this agreement, that pick-up dates for residential households with the Municipality shall be every other week in accordance with the recycling calendar attached hereto as a schedule.

The County reserves the right to change the collection schedule at any time during the term of the contract and shall give a minimum of ninety (90) days written notification of same to the Municipality and its residents of any changes thereto.

8. Notwithstanding anything contained within Paragraph 6 above, the County shall not be obligated to perform residential curbside pick-up services on the following 2026 holidays:

New Year's Day	Memorial Day
Independence Day	Labor Day
Thanksgiving Day	Christmas Day

In the event the Municipality's collection schedule falls on any of the aforementioned holidays, the Municipality shall be scheduled for pick-up of recyclables the weekday after such holiday, unless noted on the official collection schedule prepared by the County.

The County reserves the right to alter the holiday schedule and shall give a minimum ninety (90) days written notification to the Municipality of any changes thereto.

9. In the event of inclement weather necessitating the cancellation of residential curbside pick-up, the County shall notify the Municipality and the following radio stations of said event. The radio stations to be notified will be: WCTC 1450 AM, WHWH 1350, WMGQ 98.3 FM, WPST 97.5 FM and NJ 101.5 FM. In the event pick-up is cancelled due to inclement weather, pick-up will be scheduled for the appropriate locations on the next regularly scheduled pick-up day.

10. The County will supply all necessary motor vehicles for residential curbside

pick-up.

11. Said vehicles shall be maintained in good mechanical condition and shall be well painted and be kept in a condition of cleanliness. The County shall be responsible for the cost of all equipment, maintenance, gasoline, oil, parts and service of the vehicles.

12. Any motor vehicle accidents occurring within the Municipality shall be reported to the Municipal Police.

13. The County shall provide all labor for residential curbside pick up.

14. All County personnel engaged in the collection of Recyclable Materials shall maintain a courteous and respectful attitude toward the public at all times. At no time shall there be any soliciting or requesting gratuities of any kind.

15. The County shall have personnel available from 7:00 AM to 3:30 PM on collection days to receive telephone inquiries relative to collection operations. All complaints shall be handled in a responsible manner with attention given to the resolution of the matter. The Municipality shall, however, encourage others that all complaints are to be first submitted to the Municipal Recycling Coordinator.

16. The County shall maintain a bulk drop-off receiving station as identified by the Somerset County Division of Solid Waste Management for Municipal vehicles to deposit Recyclable Materials. Bulk drop-off shall be arranged by specific appointment only through the County Recycling Center.

17. Pursuant to Paragraph 17 herein, the following conditions shall apply to the bulk drop-off receiving station for Municipal vehicles:

(a) The Municipality shall deliver the material to the drop-off center
in accordance with the following:

(i) Glass bottles and jars shall be delivered in

- market ready condition, with lids removed;
- (ii) Newspaper shall be delivered in market ready condition;
- (iii) Plastic bottles shall be delivered in market-ready condition with lids removed;
- (iv) Office paper shall be delivered dry and color segregated (i.e. high-grade white paper separated from lower grade paper);
- (v) Aluminum cans shall be delivered in market-ready condition;
- (vi) Corrugated cardboard and chipboard shall be delivered dry, segregated, flattened, and no longer than 24 inches square;
- (vii) Tin-plated steel and bimetal food and beverage cans shall be delivered in market-ready condition, with labels removed;
- (b) County shall set the standards for market ready conditions and provide same in writing to municipality; and
- (c) All deliveries of Recyclable Materials are subject to inspection and acceptance of such materials by the County before the Recyclable Materials may be off-loaded.

18. The Municipality shall enforce anti-scavenging and anti-dumping ordinances, and mandatory source separation as outlined in the Somerset County Solid Waste Management Plan Amendment and Municipal Ordinances related to recycling. Copies of

these Municipal Ordinances shall be supplied to the Somerset County Recycling Division by January 19, 2026.

19. The Municipality shall advise the Somerset County Recycling Division, on an annual basis, of any new residential households within the Municipality when the Municipal Certificate of Occupancy for the residential unit is issued.

20. The Municipality shall supply the County Recycling Center with periodic updated road information and maps (including private roads that may require residential curbside recycling pick-up), on a quarterly basis, at a minimum.

21. The Municipality shall provide the Somerset County Board of Commissioners and the County Recycling Coordinator with any changes in the Municipal recycling coordinator's position.

22. The Municipality shall pay the County a fee for the County's service to the Municipality. The County will send quarterly invoices to the Municipality indicating the gross cost to the Municipality for the preceding quarter. The Municipality will pay all invoices within thirty (30) days. The County fee shall be based upon the number of households within the Municipality as determined by the County Planning Board at the rate of **\$28.16** per household per year. The number of households will be adjusted on a quarterly basis, when and if appropriate.

23. All Recyclable Materials picked up curbside by the County or delivered to the County by the Municipality will become the sole property of the County.

24. The County, during the term of this Agreement, shall have and maintain general liability insurance of not less than \$1,000,000 combined single limits; property damage liability insurance of not less than \$500,000 per occurrence covering all motor vehicles used in the performance of said contract; and shall maintain in full force and effect

Worker's Compensation insurance during the term of this contract.

25. Any and all liabilities that arise from the collection of recyclables by the County on behalf of the Municipality will be determined and assessed based upon the facts that may give rise to a particular claim for damage and the respective entities' liability will be determined accordingly.

26. The County shall be responsible for all necessary permits or licenses required by any governmental agency exercising control over the collection, transportation and disposal of Recyclable Materials.

27. In the event the County fails to collect all Recyclable Materials on any regularly scheduled pick-up date for any reason other than inclement weather, or a holiday, the County shall collect the balance of the Recyclable Materials within three (3) business days. If the County fails to collect the balance of the Recyclable Materials within the above time frame, the County shall give the Municipality a credit equal to 1/26 of the total annual Municipal fee as calculated in Paragraph 24 above.

28. The County recognizes the unique nature of high-density housing. Should the Municipality have high density housing, the County agrees to reasonably cooperate with the Municipality, the Municipal Recycling Coordinator and Homeowner's Associations and/or Superintendents within the Municipality to efficiently and properly adjust curbside pick-up to group pick-up in appropriate circumstances. The Municipality agrees to cooperatively work with Somerset County in trying to resolve the problems associated with group pick-up. This includes jointly pursuing alternative dumpsters in existing and proposed high-density housing complexes. In addition, the Municipality agrees to exercise its power as authorized in the Municipal Land Use Law to include provisions during the review of subdivision and site plan applications, to require recycling dumpster areas in

conformance with County recommendation.

29. The County agrees to open the Recycling Center at least one Saturday per month to accept recycling drop offs by individuals or municipalities on those days.

30. The Municipality shall be required to supply the County and permit the County to collect all recyclable materials that are generated by residential users within the Municipality's borders.

31. This agreement is the entire agreement between the County and the Municipality and supersedes all previous agreements and discussions. Any amendments hereto must be in writing and must be duly executed by the County and the Municipality to become effective.

32. The County may assign or transfer its rights and interest in this agreement to any authority or agency established by the County for the purpose of accomplishing the County's Solid Waste obligations.

33. This Agreement will be entirely performed within the State of New Jersey and it shall be construed in accordance with the laws thereof.

34. If any provision of this Agreement is determined by a court of competent jurisdiction to be illegal, void, ultravires, or unconstitutional, the remainder of this Agreement shall continue in full force and effect.

IN WITNESS HERETO the parties hereto have set their hands of the proper public official as of the date and year first above written.

SOMERSET COUNTY

_____	BY: _____
Kelly L. Mager, Clerk of the Board	Shanel Y. Robinson, Commissioner Director

TOWNSHIP OF HILLSBOROUGH

_____	BY: _____
-------	-----------

Minutes of the February 10, 2026 Township Committee Meeting of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 PM on February 10, 2026.

CALL OF THE ROLL

Upon call of the roll, the following Committee members were recorded present: Mayor Catherine Payne , Deputy Mayor Shawn Lipani, Committeeman Robert Britting, Jr., Committeewoman Jill Gomez and Committeewoman Samantha Hand. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Sarah Brake and Township Labor Attorney Richard Flaum.

SALUTE TO THE FLAG

MAYOR STATES

Please be advised that in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975, notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at Tuesday, February 10, 2026. Executive Session, if deemed necessary, to begin at 6:30 pm.

EXECUTIVE SESSION

1. RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9)), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough in the County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - o AFSCME - Contract negotiations
 - o OPRA Brook - Litigation GRC Complaint
3. The Township Committee may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This Resolution shall take effect immediately.

Upon a motion by Committeewoman Samantha Hand, seconded by Committeeman Robert Britting, the aforesaid resolution was unanimously approved upon call of the role. The Township Committee went into Executive Session at 6:35 pm.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, the public meeting was re-opened at 7:07 pm.

APPROVAL OF MINUTES

None

REPORTS FROM COMMITTEE LIAISONS, AND RECEIPT OF REPORTS, PETITIONS OR COMMUNICATIONS

Mayor Payne

Mayor Payne asked the audience to mute all cell phones.

Mayor Payne announced that Hillsborough has been awarded \$1 million in funding from the FY2026 Appropriations for the Hillsborough Recreation Center Project at Merdinger Park. Mayor Payne stated Hillsborough Township is incredibly grateful to Congresswoman Bonnie Watson Coleman and her entire team for initiating the project and to Thomas Kean, Jr., for voting for it and making it a reality.

Mayor Payne advised that the Lunar New Year begins next Tuesday. As Hillsborough welcomes the Year of the Horse, may everyone's paths be cleared of obstacles and hearts be filled with the courage to chase dreams and wished all a Happy New Year.

PROCLAMATIONS / APPOINTMENTS**1. RESOLUTION APPOINTING NICK DELISI TO THE POSITION OF HEALTH OFFICER**

WHEREAS, there exists a vacancy in the position of Health Officer; and

WHEREAS, in accordance with Section 73-90 of the Township Code, the Township wishes to appoint Nick DeLisi as the Township's Health Officer effective 2/1/2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Nick DeLisi is hereby appointed to the position of Health Officer effective 2/1/2026.

Upon a motion by Committeeman Robert Britting, seconded by Committeewoman Jill Gomez, the Resolution Appointing Nick DeLisi to the position of Health Officer was approved upon the call of the roll.

2. OATH OF OFFICE HEALTH OFFICER - NICK DELISI

Mayor Payne swore in Nick DeLisi.

3. BLACK HISTORY MONTH

WHEREAS, during Black History Month, we celebrate the many achievements and vast contributions of African Americans to the economic, spiritual, political, and cultural development of both our nation and our community; and

WHEREAS, the 2026 theme of Black History Month is "A Century of Black History Commemorations," marking 100 years of focused national celebrations of Black life, history, and culture, focusing on resilience, identity, and ongoing impact; and

WHEREAS, the observance of Black History Month reminds us of the continued need to mitigate racism and build a harmonious community; and

WHEREAS, Hillsborough Township continues to work toward becoming a more inclusive community wherein all people are respected and recognized for their contributions and potential contributions to our community, state, country, and world; and

WHEREAS, Hillsborough Township is proud to honor the history and contributions of African Americans in our

community.

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Mayor and the Hillsborough Township Committee, do hereby recognize February as Black History Month.

BE IT FURTHER PROCLAIMED, that we, the Mayor and the Hillsborough Township Committee, urge all residents to recognize the contributions made by members of the African American community and to actively promote the principles of equality and liberty.

PRESENTATIONS

PERSONNEL ITEMS/APPOINTMENTS

1. RESOLUTION AUTHORIZING A ONE TIME STIPEND PAYMENT TO CAITLIN VAZ FOR HER DUTIES PERTAINING TO THE TOWNSHIP JIF SAFETY COMMITTEE

WHEREAS, Caitlin Vaz has additional duties as the Municipal Safety Coordinator on the Township Joint Insurance Fund Safety Committee; and

WHEREAS, the Township Administrator /JIF Safety Commissioner recommends payment of a one-time stipend in the amount of \$1,000 to Ms.Vaz for her extra work with the Township Joint Insurance Fund Safety Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Administrator/JIF Safety Commissioner is hereby accepted and approved.

2. RESOLUTION AUTHORIZING THE MAYOR AND TOWNSHIP HR DIRECTOR TO EXECUTE THE 2026-2029 COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWNSHIP OF HILLSBOROUGH AND AFSCME AFL-CIO COUNCIL 63 LOCAL 3697

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the 2026-2029 collective bargaining agreement between Hillsborough Township and AFSCME AFL-CIO Council 63 Local 3697 is hereby accepted and approved; and (2) the Mayor and Township Clerk are authorized to execute the agreement.

3. RESOLUTION AUTHORIZING THE PROMOTION OF SERGEANT PHILIP WOLFF TO LIEUTENANT AND CORPORAL JAMES SAKERS TO SERGEANT EFFECTIVE FEBRUARY 10, 2026

WHEREAS, the promotional process conducted to select the most suitable candidates for promotion to the positions of Lieutenant and Sergeant in the Hillsborough Police Department has been completed; and

WHEREAS, the Chief of Police recommends the appointment of Sergeant Philip Wolff to the position of Lieutenant effective February 10, 2026, at an annual salary of \$186,296, pursuant to the current P.B.A. Contract; and

WHEREAS, the Chief of Police recommends the appointment of Corporal James Sakers to the position of Sergeant effective February 10, 2026, at an annual salary of \$154,599, pursuant to the current P.B.A. Contract.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Chief of Police are hereby accepted and approved.

4. RESOLUTION AUTHORIZING THE HIRING OF POLICE OFFICERS IN THE HILLSBOROUGH TOWNSHIP POLICE DEPARTMENT

WHEREAS, there are vacancies in the position of Police Officer in the Hillsborough Township Police Department; and

WHEREAS, the Chief of Police and Police Committee conducted an examination of the top candidates; and

WHEREAS, the Chief of Police recommends the following individuals be hired as Police Officers in the Hillsborough Township Police Department, effective February 17, 2026, at the listed annual salaries:

Ryan P Enright	\$52,983
Thomas R Flaherty	\$52,983
Brett D Radomski	\$52,983
Aidan J Schweizer	\$52,983

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Police Chief are hereby accepted and approved.

5. RESOLUTION ESTABLISHING THE 2026 ANNUAL SALARIES AND WAGES OF AFSCME AFL-CIO COUNCIL 63 LOCAL 3697 MUNICIPAL EMPLOYEES

WHEREAS, the annual salaries and wages of AFSCME AFL-CIO Council 63 LOCAL 3697 Municipal Employees, effective January 1, 2026, need to be established in accordance with the Bargaining Unit agreement.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the annual salaries and wages of the following employees are to be adjusted as listed below:

Last Name	First Name	Title	2026 Salary	2026 Stipend	Stipend Type
ALLATT	EDWARD	Fire Subcode Official	\$ 108,033		
ANGELO	JONAH	Field Representative/Assessor Clerk	\$ 41,924		
ARACO	CHRISTINE	Office Administrator Registrar	\$ 52,321	\$3,500	Registrar
AYNKARAN	SUWASTHIKKA	Business Office Program Coordinator	\$ 44,000		
BERTOLINI	JOANNE	Police Clerk - Investigations Division	\$ 49,892		
BIANCO	GIANNA	Police Clerk - Records Division	\$ 40,950		
CAPELL	SHELLY	Office Administrator	\$ 90,808		
CASSIDY	LISA	Technical Assistant / Office Administrator	\$ 68,330		

CEVALLOS-REINOSO	DANIELA	Violations Clerk / Office Administrator	\$ 60,936	\$6,000 \$1,500	Municipal Court Shared Services Translation Services
D'AMBROSIO	JACKLYN	Administrative Assistant Deputy Registrar	\$ 40,950	\$2,000	Deputy Registrar
DAUGHERTY	DONNA	Technical Assistant	\$ 71,546		
ELBAUM	KIMBERLY	Administrative Assistant	\$ 41,924		
FRITZINGER	DAVE	Engineering Aide	\$ 66,743		
GILLEECE	DANIELLE	Police Clerk - Services Division	\$ 48,344		
GLEMBOCKI	JENNIFER	Bookkeeper	\$ 44,000		
GONZALEZ	JOSEPH	Senior Transportation Driver	\$ 52,460		
KANE	MARIA	Planning & Zoning Clerk	\$ 45,241		
KNOX	ALEXA	Violations Clerk	\$ 48,100	\$6,000	Municipal Court Shared Services
LUKACS	FRANCIS	Plumbing & Mechanical Subcode Official	\$ 102,975		
MARCINEK	GRETCHEN	Clerk to CFO & Tax Collector	\$ 41,950		
MARGELIS	DANA	Clerk to CFO & Tax Collector / Deputy Tax Collector Public Agency Compliance Officer (PACO) Qualified Purchasing Agent (QPA)	\$ 57,169	\$1,500 \$5,000 \$333.33	PACO QPA Alexandria Shared Services (Jan only)
MAZZAGATTI	DOMINICK	Building Inspector	\$ 80,633		
MCLARNON	SARA	Technical Assistant	\$ 57,664		
MILLER	DORIS	Office Administrator	\$ 49,929		
PADGETT	DEBORA	Administrative Assistant	\$ 71,463		
PARIS	BRANDON	Police Clerk - Records Division	\$ 40,000		
RAYMOND	TRACY	Technical Assistant	\$ 46,050		
ROBERTS	JENNIFER	Administrative Assistant	\$ 40,000		

ROTOLO	JUSTIN	Administrative Assistant	\$ 40,950		
SANTAROMITA	LEE	Office Administrator	\$ 54,385		
SCHWEERS	KEVIN	Building Inspector	\$ 78,794		
SIPOS	FRANK	Building Inspector	\$ 77,000		
SPINELLI	DAWN	Senior Transportation Driver	\$ 50,460		
SPISSO JR	BRIAN	Field Representative/Assessor Clerk	\$ 42,950		
VAZ	CAITLIN	Engineering Support Secretary / Grant Writer	\$ 50,962		
VENIS	CARSON	Recreation Assistant	\$ 43,000		
WALAKONIS	LOUIS	Civilian Police Specialist	\$ 57,440		
WILLIAMSON	SCOTT	Electrical Subcode Official	\$ 91,688		

6. RESOLUTION ESTABLISHING THE 2026 ANNUAL SALARIES AND WAGES OF MUNICIPAL EMPLOYEES

WHEREAS, annual salaries and wages will be effective January 1, 2026, unless otherwise noted.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the annual salaries and wages of the following employees are to be adjusted as listed below:

Department	Title	Last Name	First Name	Effective Date	2026 Salary	2026 Stipend	2026 Stipend
Planning & Zoning	Assistant Planner / Sustainability Program Manager	BALL	SAMANTHA	1/1/2026	\$58,349.50		
Administration	Executive Assistant	BARRANTES-GAMBOA	YAZMIN	1/1/2026	\$55,066.14	\$1,500.00	Translation Services
Engineering	Director, Engineering Director	BELANGER	THOMAS	1/1/2026	\$130,223.93		
Admininstration	Floater	BITTLE-ABRAMO	ROBYN	1/1/2026	\$19.00/hr		
Tax Assessor	Tax Assessor	BLANEY	DEBRA	1/1/2026	\$152,900.41		
Administration	Township Clerk / PIO	BRAKE	SARAH	1/1/2026	\$117,641.45		
DPW	Assistant Supervisor, Public Works	BRANDT	GREGORY	1/1/2026	\$84,667.03		

Finance	Finance Director, CFO & Treasurer	BUSHELL	CHRISTIAAN	1/1/2026	\$144,200.00	\$2,083.33	Alexandria Shared Svcs (Jan only)
IT	Technical Support Assistant	CARNEY	KYLE	1/1/2026	\$21.50/hr		
Health	Director, Environmental Programs	CARR	MICHAEL	2/1/2026	\$112,000.00	\$4,000.00	Licensed Recycling Coordinator
Finance	Tax Collector / Payroll Manager	CROSSEN	APRIL	1/1/2026	\$105,650.19	\$416.67	Alexandria Shared Svcs (Jan only)
Parks	Supervisor, Parks	CROSSEN JR.	JOHN	1/1/2026	\$107,664.87		
Admininstration	Floater	CUMMINGS	LINDA	1/1/2026	\$19.00/hr		
DPW	Assistant Supervisor, Public Works	DAVENPORT	DANIEL	1/1/2026	\$99,014.93		
DPW	Assistant Supervisor, Facility Maintenance	DEANGELIS JR.	GLENN	1/1/2026	\$101,375.69		
Health	Health Officer	DELISI	NICHOLAS	2/1/2026	\$100,000.00	\$2,750.00	Millstone Shared Svcs (Feb-Dec)
Police	Technical Support Assistant	DENEGRI	MARCELO	1/1/2026	\$21.50/hr		
DPW	Office Manager, Public Works	DIBELLO	MICHELE	1/1/2026	\$58,349.50		
Admininstration	Office Assistant	DRAB	MICHELLE	1/1/2026	\$20.00/hr		
Parks & Recreation	Director, Parks & Recreation	DUNNE	GRIFFIN	1/1/2026	\$108,665.00		
Health	Deputy Director, Environmental Programs & Public Health	DVORAK	DANE	2/1/2026	\$79,601.00		
Social Service	Assistant Director, Social Services	FAERBER	CATHY- JEAN	1/1/2026	\$80,597.50		
Public Works	Building Maintenance	FAERBER	GLEN	1/1/2026	\$20.00/hr		
Admin	Director, Human Resources	FENSTER- GUDE	HARRIET	1/1/2026	\$90,243.45		
Admin	Township Administrator	FERRERA	ANTHONY	1/1/2026	\$214,971.30		
Building	Construction Official	FIEDLER	JOHN	1/1/2026	\$151,395.58		
Police	Police Support Technician	FISHER	DAVID	1/1/2026	\$29.50/hr		

IT	Director, Information Technology	GRANATIR	RICHARD	1/1/2026	\$125,067.75		
Police	Crossing Guard	GREENBERG	IRA	1/1/2026	\$19.00/hr		
Recreation	Assistant Director, Recreation	HENDERSON	ANNETTE	1/1/2026	\$72,100.00		
Municipal Court	Deputy Municipal Court Administrator	HORVATH	NANCY	1/1/2026	\$82,370.13	\$10,000.00	Municipal Court Shared Svcs
DPW	Supervisor, Public Works	HUXLEY	JEFFREY	1/1/2026	\$114,562.78		
Building	Building Subcode Official	JANDOLI	MARK	1/1/2026	\$103,000.00		
Economic & Business Development	Director, Economic & Business Development	KARAS	ZUZANA	1/1/2026	\$95,054.58		
Municipal Court	Municipal Court Administrator	KEETH	SUSAN	1/1/2026	\$107,494.92	\$17,000.00	Municipal Court Shared Svcs
Planning & Zoning	Director, Planning & Zoning	KOIS	DAVID	1/1/2026	\$119,845.65	\$1,500.00	Municipal Housing Liaison
DPW	Assistant Supervisor, Public Works	LEMIEUX	RONALD	1/1/2026	\$92,999.73		
Administration	Deputy Clerk / Training Program Manager	LENZO	ERICA	1/1/2026	\$64,136.04		
OEM	OEM Coordinator	LENZO	DANIEL	1/1/2026	\$82,400.00		
Admininstration	Floater	LERMAN	JILL	1/1/2026	\$19.00/hr		
Police / Operations	Operations Manager, Police	MACIAGA	VIKTORIA	1/1/2026	\$53,045.00		
IT	Assistant Director, IT	MATTEI	FRANK	1/1/2026	\$61,603.27		
Admininstration	Floater	MAZZUCCO	JEANNE	1/1/2026	\$19.00/hr		
Police	Technical Support Assistant	MCLAIN	MARK	1/1/2026	\$21.50/hour		
Planning & Zoning	Assistant Director, Planning & Zoning / Zoning Official	MCLAUGHLIN	MARCELLA	1/1/2026	\$77,618.74		
Police	Police, Chief	MCMAHON	MICHAEL	1/2/2026	\$243,763.00		
Social Services	Office Assistant	MOREANO	PAOLA	1/1/2026	\$18.50/hr		

Administration	Deputy Public Information Officer	NG	DEBORAH	1/1/2026	\$49,400.86		
Administration	Office Assistant	NISENSEN	DEBORAH	1/1/2026	\$21.50/hr		
Police / IT	Manager, Police Information Technology	PINENO	MICHAEL	1/1/2026	\$144,444.11		
Planning & Zoning	Master Plan Assistant	RAMIREZ	NINA	1/1/2026	\$18.50/hr		
DPW	Director, Public Works	RESAVY	RICHARD	1/1/2026	\$136,391.57		
Tax Assessor	Assistant Manager, Tax Assessor	RING	SAMANTHA	1/1/2026	\$58,349.50		
Admininstration	Floater	SCALTRO	PAUL	1/1/2026	\$19.00/hr		
Health	Property Maintenance / Code Enforcement Officer	SKOBO	RONALD	1/1/2026	\$28.50/hr		
Engineering	Assistant Director, Engineering	SMITH	EVERETT	1/1/2026	\$107,770.96		
Health	Health Officer	SPANO-KLIMKO	SIOBHAN	1/1/2026	\$126,122.47	\$250.00	Millstone Shared Svcs (Jan only)
Police	Crossing Guard	STAATS	GREGORY	1/1/2026	\$19.50/hr		
Police	Executive Assistant	STRUZIENSKI	CHRISTINE	1/1/2026	\$67,199.45		
Building	Electrical Inspector	VANDENBERG	ROBERT	1/1/2026	\$50.00/hr		
Social Services	Director, Social Services / OEM	WAGNER JR.	ROBERT	1/1/2026	\$124,751.54		

7. RESOLUTION AUTHORIZING THE PROMOTION OF ONOFRIO (TONY) RIGA TO THE POSITION OF PARKS SUPERVISOR IN THE PARKS DEPARTMENT

WHEREAS, there exists a vacancy in the position of Parks Supervisor in the Parks Department; and

WHEREAS, the Director of Parks and Recreation recommends the promotion of Onofrio (Tony) Riga as Parks Supervisor at a salary of \$90,000.00, effective February 11, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Director of Parks and Recreation is hereby accepted and approved.

8. Resolution Authorizing The Hiring Of Alex Gilleece To The Position Of Public Works Worker I In Department Of Public Works

WHEREAS, there exists a vacancy in the position of Public Works Worker I in the Department of Public Works; and

WHEREAS, the Director of Public Works recommends the hiring of Alex Gilleece as a Public Works Worker I in the Department of Public Works at \$39,119 per year effective February 11, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Director of Public Works is hereby accepted and approved.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, the personnel resolutions were approved upon the call of the roll.

Committeeman Robert Britting commented on resolutions 2, 4,5, and 6. Committeeman Britting thanked all the employees for staying with Hillsborough and that he appreciates all the hard work they do.

Committeewoman Jill Gomez commented on resolution 6 and stated residents can look at last years salaries as a means of comparison and is concerned about the current budget and costs.

Mayor Payne thanked Committeewoman Gomez for being on the budget committee and looks forward to her work. Administrator Ferrera stated the last thing he wants to do is have layoffs. Everyone is working in good faith in light of the insurance costs going up 29% this year.

Committeewoman Hand encouraged again changing the budget cycle, congratulated Sergeant Wolf, the four new police officers, Tony Riga, and Alex Gilleece.

Committeeman Lipani stated most of the budget is based on union contracts. The discretionary amount is probably less than \$100,000. The township runs because of the quality of the people that work here. If you take away employee positions it ultimately hurts the residents through a lack of services.

Administrator Ferrera stated that raises in Hillsborough are not an anomaly; Somerset County has given the same percentage of raises and gave those in January as have many other municipalities.

Committeewoman Hand replied the committee should look at the surplus of those towns as compared to this town which she stated has none.

CONSENT

1. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROW IN THE AMOUNT OF \$1,500.00 TO LISA PAYNE FOR APPLICATION 03-PB-26-MSRV

WHEREAS, a cash escrow in the amount of \$1,500.00 was posted to guarantee trees planted as part of the approval for Planning Board Application 03-PB-26-MSRV; and

WHEREAS, the applicant has since sold the property and the new owners have satisfied the tree planting requirement; and

WHEREAS, the Engineering Director recommends the Township Committee authorize the release of the cash escrow in the amount of \$1,500.00 to Lisa Payne that was posted for the guarantee of tree plantings.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough,

County of Somerset, State of New Jersey, that the recommendation of the Engineering Director be and hereby is accepted and approved.

2. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROW IN THE AMOUNT OF \$250.00 TO KAMIL NIEDZIELA FOR ROAD OPENING PERMIT NO. 2023-02

WHEREAS, a cash escrow in the amount of \$250.00 was posted for Road Opening Permit No. 2023-02; and

WHEREAS, the Engineering Director certifies all work has been satisfactorily completed; and

WHEREAS, the Engineering Director recommends the Township Committee authorize the release of the cash escrow in the amount of \$250.00 to Kamil Niedziela for Road Opening Permit No. 2023-02.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Engineering Director is hereby accepted and approved.

3. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROWS AND INSPECTION FEES FOR HIGH BRANCH ESTATES, GLEN DEVELOPMENT AND AMWELL TERRACE PROJECTS

WHEREAS, cash escrow and inspection fee escrows were posted for the Amwell Terrace, Glen Development and High Branch Estates projects; and

WHEREAS, the Engineering Director certifies all work has been satisfactorily completed and recommends the following: (1) release of cash escrow in the amount of \$500 for Winter Certificate of Occupancy for High Branch Estates project; (2) release of cash escrow in the amount of \$10,756.34 for High Branch Estates project; (3) release of inspection fee escrow for Glen Development project: \$104.85 to the Township for engineering work completed and remaining balance of \$11,254.42 to Glen Development; (4) release of inspection fee escrow for High Branch Estates project: \$104.85 to the Township for engineering work completed and remaining balance of \$2,195.17 to High Branch Estates; (5) release of cash escrow in the amount of \$12,599.02 for Amwell Terrace project; and (8) release of engineering inspection fee escrow for Amwell Terrace project: \$104.85 to the Township for engineering work completed and remaining balance of \$7,514.80 to Amwell Terrace.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Engineering Director are hereby accepted and approved.

4. RESOLUTION AUTHORIZING THE APPOINTMENT OF EMERGENCY MANAGEMENT COUNCIL TO A 1 YEAR TERM EFFECTIVE JANUARY 1, 2026 THROUGH DECEMBER 31, 2026

WHEREAS, the Township Office of Emergency Management Coordinator recommends the appointment of the following individuals to one (1) year terms to the Local Emergency Planning Committee effective January 1, 2026 through December 31, 2026:

OEM Coordinator	Daniel Lenzo
Chief of Police	Michael McMahon
Township Fire Marshal	Christopher Weniger
Robert Wood Johnson	Andy Ibanez
Fire Chief Unit 36	Tyler Riordan

Fire Chief Unit 37	Robert Gildea
Fire Chief Unit 38	Matthew Hand
Fire Chief Unit 48	CJ Davis
Township Fire Commissioner	William Woodruff
Township Engineer	Tom Belanger
Social Services	Robert Wagner
Health Department	Michael Carr
Environmental/SARA III Liaison	Pat Caulfield
Township Administrator	Anthony Ferrera
Township PIO	Sarah Brake

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the aforementioned individuals are appointed to one (1) year terms to the Local Emergency Planning Committee effective January 1, 2026 through December 31, 2026.

5. RESOLUTION AWARDING CONTRACT TO SCHAEFER FIREWORKS FOR THE PROVISION OF A FIREWORKS DISPLAY AT THE HILLSBOROUGH FAMILY FUN EVENT

WHEREAS, the Township of Hillsborough solicited quotes for a fireworks display for the Hillsborough Family Fun Event and two (2) responses were received as follows:

Starfire Corporation	\$12,000.00
Schaefer Fireworks	\$14,560.00

WHEREAS, the Director of Parks & Recreation and the Township Qualified Purchasing Agent recommend the award of a contract to Schaefer Fireworks in an amount not to exceed \$14,560.00 in accordance with the project specifications and quote submitted; and

WHEREAS, funds will be available in the 2025 budget and have been certified as such by the Chief Finance Officer through account #01-201-30-797-910 (requisition #2313118).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that a contract is hereby awarded to Schaefer Fireworks in an amount not to exceed \$14,560.00 for the provision of a fireworks display at the Hillsborough Family Fun Event in accordance with the project specifications and quote submitted.

6. RESOLUTION AUTHORIZING THE REFUND OF RECREATION PROGRAM FEES

WHEREAS, there are refunds due from Recreation program fees; and

WHEREAS, the Chief Financial Officer has received proof of such refunds being due and payable.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Chief Financial Officer is hereby authorized to refund said amounts as detailed below.

Phil Ruela	\$165.00
Nels Lauritzen	\$275.00
Jennifer Resetar	\$160.00

7. RESOLUTION AUTHORIZING THE APPOINTMENT OF RACHEL CAMPBELL FROM DIFRANCESCO BATEMAN AS MUNICIPAL PROSECUTOR FOR THE YEAR 2026

WHEREAS, Requests for Proposals were solicited for Municipal Prosecutor services for the year 2026; and

WHEREAS, based upon the recommendation of the Evaluation Committee consisting of the Township Committeeman, Finance Committee Chair and Township Administrator, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint the hereinafter specified professional service provider to the said listed position with the following financial stipulation where applicable:

- Rachel Campbell of DiFrancesco Bateman, 15 Mountain Blvd., Warren, NJ, as Municipal Prosecutor for the year 2026, in accordance with the proposal submitted in an amount not to exceed \$95,000.00; and

WHEREAS, funds will be available and certified by the Chief Financial Officer in the 2026 Municipal Budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows:

1. The Mayor and Township Clerk are hereby authorized to execute a Professional Services Contract with Rachel Campbell of DiFrancesco Bateman, in the “not to exceed” amount indicated for the year 2026.
2. The Professional Service contract is awarded through the Fair and Open Selection Process as “Professional Services” in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law and the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4-5 et. seq., because these services will be performed by persons authorized by law to practice a recognized profession whose practice is regulated by law, the performance of which service requires knowledge of an advance type in a field of learning acquired by a prolonged formal course of specialized instructions as distinguished from general academic instruction or apprenticeship and training.
3. The Mayor and Township Clerk are hereby authorized to execute the Township’s standard form of agreement for “Professional Services” and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.
4. A notice of the Professional Service appointments/contract awards shall be printed once in one of the official Township newspapers.

8. RESOLUTION RATIFYING AND CONFIRMING THE EXECUTION OF VARIOUS FARM LEASES FOR THE PERIOD JANUARY 1, 2026 THROUGH DECEMBER 31, 2030

WHEREAS, a notice of advertisement for bids and an Invitation to Bid were prepared and advertised for the lease of various farm properties owned by the Township; and

WHEREAS, sealed bids were opened and read on November 13, 2025 at 10:00 AM, which was the time and place as provided for in the Invitation to Bid entitled “Auction for Lease of Property for Agricultural Purposes” in

accordance with the Local Public Contracts Law; and

WHEREAS, bids were received for the following properties:

Block/Lot(s)	Property Description	Farmable Acres	Amount per acre	Bidder
192 -2	Hamiton Rd & Amwell Rd	424.275	\$14	Abma
198.01-1	Amwell Rd	4.626	\$14	Abma
198.02-1.01	Amwell Rd	4.581	\$14	Abma
171-2	Wertsville Rd	49.35	\$15	Crisfulli
171-6	Wertsville Rd	55.852	\$15	Crisfulli
171-6.03	Wertsville Rd	18.372	\$15	Crisfulli
12-26.01	29 East Mountain Rd	73.75	\$7	Doyle
12-47	South Branch Rd	85.902	\$10	Doyle
145.02-49	Orchard Drive	22.90	\$7	Norz
13.01-7.02	South Branch Rd	59.96	\$13	Norz
145-49	Beekman Ln	70.10	\$10	Quick
5-37.01	Amwell Rd	60.049	\$15	Lima
148-1	New Centre	42.08	\$10	Norz
203.23-53.25	Willow Rd	1.574	no bid	no bid

WHEREAS, the specifications provide that the award of the contract shall be made to the highest bidder for each property separately; and

WHEREAS, the Qualified Purchasing Agent has determined that the all bids are accepted as bidded.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Mayor and Township Clerk are hereby authorized to execute agreements with the successful bidders for farm leases for the period January 1, 2026 through December 31, 2030 with 4 potential extensions thereof for beginning calendar year 2031; and (2) a notice of this action shall be printed in the official Township Newspaper.

Mayor Payne stated, "We are going to hear all comments first. After that, if any committee member would like to take any item from the consent agenda separately for voting purposes, I will give you the opportunity to do so. There is no need to take items separately for the purpose of commenting or questioning.

Committeewoman Hand asked how many prosecutors were evaluated.

Mayor Payne responded two.

Administrator Ferrera stated Deputy Mayor Lipani and Committeeman Britting reviewed all of them and then the two finalists to maintain consistency through the process that began in December.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Jill Gomez, the consent agenda resolutions 1-3 and 5-8 was unanimously approved upon the call of the roll.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, the consent agenda resolution 4 was approved upon the call of the roll. Committeewoman Samantha Hand abstained.

Maria Janucik, 720 E. Frech Ave, Manville asked the difference in resolutions with the same numbers.

Township Clerk Brake provided an explanation. Ms. Janucik asked if the new prosecutor would be considered an employee and then how municipal court employees are paid.

Administrator Ferrera stated she is on the professional staff that goes out for RFP. Court employees get stipends from the other towns that have shared services.

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

None

CLAIMS LIST

1. CLAIMS LIST 26-03

Mayor Payne asked to approve Claims List 2026-03.

Upon a motion by Committeeman Robert Britting, seconded by Deputy Mayor Shawn Lipani, Claims List 2026-03, was approved upon the call of the roll.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Township Clerk Sarah Brake stated the following. The Township Committee now opens the floor for public comment. To ensure a productive and civil environment for all, please approach the microphone, state your name and address, and spell your name for the record.

The Township of Hillsborough maintains a strict standard of decorum; please ensure your remarks remain respectful and focused on township business. Each speaker is limited to a single three-minute allotment. As this is a forum for public comment rather than a dialogue, please address all remarks directly to the Mayor. We thank you in advance for your cooperation and for treating your neighbors, Township employees, and this committee with courtesy.

Committeeman Lipani wished his mother a Happy Birthday.

Committeewoman Hand gave a shout out to a wedding at precisely 8:03 pm.

Maria Janucik, 720 E. Frech Ave, Manville stated she wants to know what is going on with the M&M settlement agreement as it related to the property owned by the town at the Sherman property.

John Ciccarelli, 14 Southland Drive highlighted the grant received to build a recreation center at Merdinger Pavillion and complimented the committee on its persistence with this project.

ADJOURNMENT

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, the meeting duly adjourned at 8:09 pm. Said motion was unanimously carried upon voice vote.

Attested:

A handwritten signature in black ink, appearing to be 'S. Brake', with a long horizontal stroke extending to the right.

Sarah Brake
Township Clerk



Township of Hillsborough

COUNTY OF SOMERSET
THE PETER J. BIONDI BUILDING
379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
(908) 369-4313
www.hillsboroughnj.gov

Resolution Authorizing the Promotion of Dominick Mazzagatti to the Position of Assistant Building Sub Code Official to the Building Department

WHEREAS, there exists a vacancy in the position of Assistant Building Subcode Official to the Building Department; and

WHEREAS, the Construction Official and the Township Administrator recommend the promotion of Dominick Mazzagatti as Assistant Building Subcode Official to the Building Department at a salary of \$89,000.00, effective January 1, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Construction Official and the Township Administrator is hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing the Hiring of Kayla Farah to Fill the Open Position of Public Health Nurse in the Health Department as Part of the Strengthening Local Public Health Grant

WHEREAS, there is a need to hire a Public Health Nurse to support the Strengthening Public Health Grant requirements; and

WHEREAS, the Director of Health and Environment Services Department requests authorization to hire Kayla Farah to fill the position of Public Health Nurse, at the rate of \$75.00 per hour, not to exceed 116 hours per month through June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Director of Health and Environment Services Department is authorized to hire Kayla Farah to the position of Public Health Nurse, at the rate of \$75.00 per hour, not to exceed 116 hours per month, for the period March 11, 2026 through June 30, 2026.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing the Salary Adjustment for Richard Granatir Effective 3/2/2026

WHEREAS, the Police Department IT Director has retired effective 3/1/2026 and there is a need for the responsibilities of this role to be assumed; and

WHEREAS, the Township Administrator recommends having Richard Granatir, current Township IT Director, lead both IT departments and receive a salary adjustment to \$140,000 annually, effective 3/2/2026, for taking on the additional responsibilities; and

WHEREAS, the Township Administrator further recommends a salary adjustment to \$53,000 annually, effective 3/2/2026, to Joseph Desmond for extending his role of Senior Systems Engineer / Administrator.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Township Administrator are hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing The Transfer Of Earned Amounts From The Subdivision And Site Plan Engineering Trust Accounts To The Treasurer's Account

WHEREAS, the Engineering Director indicates inspections and engineering work have been completed for the indicated projects and recommends funds be transferred from the Engineering Inspection Escrow Accounts to the Treasurer's Account as set forth below; and

WHEREAS, each of the project line items have been verified against the Treasurer's Office account records to ensure that sufficient funds are available for these transfers of unanticipated revenues.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the funds set forth herein be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

Name	ID	Balance
Gateway929	20-286-56-1192-99	\$3,503.55
Brightspin	20-286-56-1094-99	\$608.33
Burger King	20-286-56-1259-99	\$325.10
Campusin	20-286-56-1115-99	\$358.42
Tollhamin	20-286-56-1103-99	\$1,725.56
Harvestin	20-286-56-0278-99	\$141.61
Redcom/HarvardWay	20-286-56-1261-99	\$83.91
JSMasonin	20-286-56-0307-99	\$141.61
RO 2003-05	20-286-56-0345-99	\$57.70
RO 2004-06	20-286-56-1045-99	\$57.70
RO 2006-38	20-286-56-0253-99	\$57.70
RO 2007-04	20-286-56-0246-99	\$57.70
RO 2008-10	20-286-56-0214-99	\$57.70
RO 2008-27	20-286-56-0245-99	\$57.70
RO 2008-28	20-286-56-0299-99	\$57.70
RO 2008-33	20-286-56-0304-99	\$57.70
RO 2008-37	20-286-56-0315-99	\$57.70
RO 2009-14	20-286-56-1029-99	\$57.70
RO 2010-08	20-286-56-0256-99	\$57.70
RO 2010-19	20-286-56-0436-99	\$57.70
RO 2011-09	20-286-56-0185-99	\$57.70
RO 2011-11	20-286-56-0388-99	\$57.70
RO 2011-10	20-286-56-0174-99	\$57.70

Grand Total **-\$7,753.59**

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing Submission Of Request For Proposal Response On Behalf Of The Township Of Hillsborough To The Somerset County Program Year 2026 Community Development Block Grant Program

WHEREAS, Somerset County administers annual HUD funding for the Community Development Block Grant (CDBG) for municipal and non-profit entities to advance priorities outlined in the Somerset County CDBG Consolidated Action Plan; and

WHEREAS, the Township Committee of the Township of Hillsborough desires to apply for and obtain a grant from the Somerset County Program Year 2026 Community Development Block Grant Program in the amount of \$125,000.00 for Public Facilities Improvements to the Senior Citizens Activities Room and Public Service Programming for Seniors aged 62 and up; and

WHEREAS, the Request for Proposal Response requires the Mayor of the sponsoring municipality to certify that: (1) the Governing Body of the municipality has been notified of the submission of the application for consideration by the Somerset County Community Development Committee for funding under the 2026 Community Development Block Grant Program; and (2) the application was discussed at a local public meeting held in full compliance with all State and local public notice requirements on March 10, 2026 and all public comments received are to be noted for the public record; and

WHEREAS, the Township Committee has been provided with a copy of the Somerset County Notice of Request for Proposal Program Year 2026 Community Development Block Grant Program Activities and the Township application and response thereto was discussed at a local public meeting of the Township Committee held in full compliance with all State and local public notice requirements on March 10, 2026, wherein members of the public were provided the opportunity for public comment on the matter.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that (1) representatives of the Township are authorized to submit, on behalf of the Township, an application and response to the Somerset County ReQuest For Proposal For Program Year 2026 Community Development Block Grant Program Activities; and (2) the Mayor and representatives of the Township are authorized to execute all documents and take all actions to obtain the grant funding.

County of Somerset New Jersey

PO Box 3000
COUNTY ADMINISTRATION BUILDING
SOMERVILLE, NJ 08876-1262

PURCHASING DIVISION
MELISSA A. KOSENSKY, QPA, CCPO, RPPO
Purchasing Agent



PHONE: 908-231-7043
FAX: 908-575-3917

NOTICE OF RFP

The County of Somerset is soliciting proposals through the competitive contracting process in accordance with N.J.S.A. 40A:11-4.1, et seq.

Sealed RFP responses will be received by the Purchasing Agent on **March 19, 2026 at 2:30 P.M.** in the Purchasing Division, County Administration Building, 20 Grove Street, Somerville, New Jersey 08876 at which time and place responses will be opened and read for:

PROGRAM YEAR 2026 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ACTIVITIES

CONSISTING OF:

2026 PUBLIC SERVICE PROJECT APPLICATION
2026 PUBLIC IMPROVEMENT/FACILITY PROJECT APPLICATION
CONTRACT #: CY-COM-0005-26

A pre-proposal meeting will be held February 11, 2026 at 11:00 AM in Conference Room #1 on the first floor of the Human Services Building located at 27 Warren Street in Somerville.

We value the integrity of the procurement process, and in full transparency, the RFP opening will be conducted via Live-Stream from the County Commissioner's Meeting room. You can access the Live-Stream from the County's homepage at the prevailing date and time stated in this Notice of RFP. During the RFP opening process, the respondents will be announced as well as RFP amounts.

RFP responses must be made on the standard proposal forms, be enclosed in a sealed package bearing the name and address of the respondent and the **"RFP TITLE NAME & CONTRACT #"** on the outside, addressed to Melissa Kosensky, Purchasing Agent, at the address above.

Specifications and instructions may be obtained at the Purchasing Office or on the County Website, www.somersetcountynj.gov.

Any RFP Addenda will be issued on the website, and processed in accordance with N.J.S.A. 40A:11-23(c)(1). All interested respondents should check the website from now through RFP opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to this procurement.

Respondents are required to comply with the requirements of N.J.S.A 10:5-31 et seq. and N.J.A.C 17:27 et seq.

Melissa A. Kosensky, QPA, CCPO, RPPO
Purchasing Agent
Legal Publication Date: January 8, 2026

1. Introduction

The Somerset County Community Development Office is seeking proposals from eligible municipalities and non-profit agencies to request funding through formal application for a maximum of three Community Development Block Grant projects with a maximum aggregate request of \$125,000.00 in accordance with the requirements outlined in Section 3–Scope of Work.

2. Administrative Conditions and Requirements

The following items express the conditions and requirements of this RFP. Together with the other RFP sections, they apply to the RFP process, the subsequent contract, and project production. Any proposed change, modification, or exception to these conditions and requirements may be the basis for the owner to determine the proposal as non-responsive to the RFP and will be a factor in the determination of an award of a contract. The contents of the proposal of the successful respondent, as accepted by the owner, will become part of any contract awarded as a result of this RFP.

2.1 Schedule

The dates established for respondent proposals, proposal review, contractor selection and project initiation are:

1. Release of RFP	January 8, 2026
2. Pre-proposal Meeting	February 11, 2026 at 11:00 AM
3. Questions and Clarifications Due	February 18, 2026
4. Final Interpretations and Addenda Issued	February 25, 2026
5. Proposal Due Date	March 19, 2026 at 2:30 PM
6. Public Facilities and Improvement Applications	May 6, 2026
Public Service Applications	May 7, 2026
7. Evaluation Completed	May 8, 2026
8. Governing Body Action	June 2026
9. Contract Execution and Project Initiation	September 2026

2.2 Proposal Submission Information

Submission Date and Time:

March 19, 2026 at 2:30 P.M.

One (1) Original signed in ink & three (3) copies and One (1) copy on CD or USB Flash Drive .pdf format of the RFP response. The owner is storing all responses electronically; therefore, submit all pages of the RFP response on a CD or USB Flash Drive in addition to the printed three (3) copies.

Three (3) ring binders or elaborate binding is unnecessary.

Do not use staples or elaborate binding. Submit only single-sided documentation. Do not rearrange application pages. Do not remove page numbers. Do not include any documentation that is not requested.

Submission Office:

Office of the Purchasing Agent
Administration Building – 3rd Floor
20 Grove Street
Somerville, NJ 08876

Clearly mark the submittal package with the title of this RFP and the name of the responding firm, addressed to the Purchasing Agent. The original proposal shall be **signed in ink** and marked to distinguish it from the three (3) copies. **Faxed or emailed proposals will NOT be accepted.** The County disclaims any responsibility for proposals received late by regular or express mail. If the proposal is sent by express mail service, the designation must appear on the outside of the express mail envelope. Proposals received after the designated time and date will be returned unopened (no exceptions).

Only those RFP responses received prior to or on the submission date and time will be considered. Responses delivered before the submission date and time specified above may be withdrawn upon written application of the respondent who shall be required to produce evidence showing that the individual is or represents the principal or principals involved in the proposal. After the submission date and time specified above, responses must remain firm for a period of sixty (60) days.

2.3 Using Department Information

Edward Prior
Community Development Office
27 Warren Street, 4th Floor
Somerville, NJ 08876

2.4 County Representative for this Solicitation

Please direct all questions in writing to:
Melissa A. Kosensky, QPA, CCPO, RPPO
Purchasing Agent
Voice: 908-231-7043
Fax: 908 575-3917
Email: PurchasingDiv@somersetcountynj.gov

Questions by prospective respondents concerning this RFP may be addressed to Melissa A. Kosensky, QPA, CCPO, RPPO, Purchasing Agent for the County of Somerset in writing via fax at 908-575-3917 or by email: PurchasingDiv@somersetcountynj.gov. Please note the aforementioned contact is authorized only to direct the attention of prospective respondents to various portions of the requirements so that they may read and interpret each portion for themselves. **NO** employee of the County of Somerset is authorized to give interpretations of any portion of this RFP or to give information as to the requirements for the RFP in addition to that already contained in the RFP unless as a formal addenda.

Interpretations of the RFP or additional information as to its requirements, when necessary, shall be communicated to prospective respondents **only** by written addendum issued by the Purchasing Agent of the County of Somerset.

Please identify the contract name, number and note Request for Information as the subject line when submitting a request by fax or email.

2.5 Interpretations and Addenda

- A. The respondent understands and agrees that its proposal is submitted on the basis of the specifications prepared by the County. The respondent accepts the obligation to become familiar with these specifications.
- B. Respondents are expected to examine the specifications and related documents with care and observe all their requirements. Ambiguities, errors or omissions noted by respondent should be promptly reported in writing to the Purchasing Agent. In the event the respondent fails to notify the County of such ambiguities, errors or omissions, the respondent shall be bound by the proposal.
- C. No oral interpretation of the meaning of the specifications will be made to any potential respondent. Every request for an interpretation shall be in writing, addressed to the Purchasing Agent, referencing the Contract Name and Contract Number in the subject line, at PurchasingDiv@somersetcountynj.gov. In order to be given consideration, written requests for interpretation and or clarification must be received at last three (3) business days prior to the date fixed for the opening of the proposals.
- D. All interpretations, clarifications and any supplemental instructions will be in the form of written addenda to the specifications, and will be distributed to all prospective bidders. All addenda so

issued shall become part of the specification and RFP documents, and shall be acknowledged by the respondent by completing the Acknowledgement of Receipt of Addenda form. The County's interpretations or corrections thereof shall be final.

Pursuant to N.J.S.A. 40A:11-23(c)(1) when issuing addenda, the owner shall provide required notice prior to official receipt of proposals to any person who has submitted a response or who has received a RFP package. They will be sent via electronic transmissions to those known recipients of the RFP specifications.

E. Discrepancies in RFPs

1. If the amount shown in words and its equivalent figures do not agree, the written words shall be binding. Ditto marks are not considered writing or printing and shall not be used.
2. In the event that there is a discrepancy between the unit prices and the extended totals, the unit price shall prevail. In the event there is an error of the summation of the extended totals, the computation by the County of the extended totals shall govern.

2.6 Quantities of Estimate

Wherever the estimated quantities of work to be done are shown in any section of this RFP, including the Proposal Cost Form, they are given for use in comparing proposals. The owner especially reserves the right (except as herein otherwise specifically limited) to increase or diminish the quantities as may be deemed reasonably necessary or desirable by the owner to complete the work detailed by the contract. Such increase or diminution shall in no way violate this contract, nor shall any such increase or diminution give cause for claims or liability for damages.

2.7 Cost Liability and Additional Costs

The owner assumes no responsibility and liability for costs incurred by the respondents prior to the issuance of an agreement. The liability of the owner shall be limited to the terms and conditions of the contract.

Respondents will assume responsibility for all costs not stated in their proposals. All unit rates either stated in the proposal or used as a basis for its pricing are required to be all-inclusive. Additional charges, unless incurred for additional work performed by request of the owner as noted in 2.6, are not to be billed and will not be paid.

2.8 Statutory and Other Requirements

2.8.1 Compliance with Laws

Any contract entered into between the contractor and the owner must be in accordance with and subject to compliance by both parties with the New Jersey Local Public Contracts Law. The contractor must agree to comply with the non-discrimination provisions and all other laws and regulations applicable to the performance of services there under. The respondent shall sign and acknowledge such forms and certificates as may be required by this section.

2.8.2 Mandatory EEO/Affirmative Action Compliance - N.J.S.A 10:5-31 et seq. and N.J.A.C 17:27 et seq.

No firm shall be issued a contract unless it complies with the EEO/Affirmative Action requirements of P. L. 1975, C. 127 as identified in the documents attached hereto. The form shall be properly executed.

2.8.3 New Jersey Anti-Discrimination – N.J.S.A. 10:2-1

There shall be no discrimination against any employee engaged in the work required to produce the goods and services covered by any contract resulting from this bid, or against any applicant to such employment because of race, religion, sex, national origin, creed, color, ancestry, age, marital status, affectional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or

nationality. This provision shall include, but not be limited to the following: employment upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The contractor shall insert a similar provision in all subcontracts for services to be covered by any contract resulting from this RFP.

2.8.4 Americans with Disabilities Act of 1990 - 42 U.S.C. S121 01 et seq.

Discrimination on the basis of disability in contracting for the delivery of services is prohibited. Respondents are required to read American with Disabilities language that is part of the documents attached hereto and agree that the provisions of Title II of the Act are made part of the contract. The contractor is obligated to comply with the Act and hold the owner harmless.

2.8.5 Ownership Disclosure - N.J.S.A. 52:25-24.2 (P.L. 1977 c.33)

In accordance with N.J.S.A. 52:25-24.2, no corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship, shall be awarded a contract, unless prior to the receipt of the RFP response/bid or accompanying the RFP response/bid of the corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, subchapter S corporation or sole proprietorship, there is submitted to the County a statement setting forth the names and addresses of all stockholders who own 10% or more of the stock, of any class or of all individual partners who own a 10% or greater interest in the corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship. If one or more such stockholder or partner is itself a corporation or partnership, the stockholders holding 10% or more of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder and individual partner, exceeding the 10% ownership criteria established in this act has been listed. The form shall be signed and submitted with the RFP proposal/bid whether or not a stockholder or partner owns less than 10% of the business submitting the RFP proposal/bid. Failure to comply requires mandatory rejection of the RFP proposal/bid. The Respondent shall complete and submit the form of statement that is included in this RFP.

2.8.6 Non-Collusion Affidavit - N.J.S.A. 52:34-15

The Non-Collusion Affidavit, which is part of this RFP, shall be properly executed and submitted with the RFP response.

2.8.7 Proof of N.J. Business Registration Certificate N.J.S.A. 52:32-44

Pursuant to N.J.S.A. 52:32-44, Somerset County ("Contracting Agency") is prohibited from entering into a contract with an entity unless the bidder/proposer/contractor, and each subcontractor that is required by law to be named in a bid/proposal/contract has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury.

Prior to contract award or authorization, the contractor shall provide the Contracting Agency with its proof of business registration and that of any named subcontractor(s).

Subcontractors named in a bid or proposal shall provide proof of business registration to the bidder, who in turn, shall provide it to the Contracting Agency prior to the time of contract, purchase order, or other contracting document is awarded or authorized.

During the course of contract performance:

- (1) The contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with a valid proof of business registration.
- (2) The contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.
- (3) The contractor and any subcontractor providing goods or performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the Department of Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-

1 et seq.) on all sales of tangible personal property delivered in the State. Any questions in this regard can be directed to the Division of Taxation at (609) 292-6400. Form NJ-REG can be filed online at www.state.nj.us/treasury/revenue/busregcert.shtml.

Before final payment is made under the contract, the contractor shall submit to the Contracting Agency a complete and accurate list of all subcontractors used and their addresses.

Pursuant to N.J.S.A. 54:49-4.1, a business organization that fails to provide a copy of a business registration as required, or that provides false business registration information, shall be liable for a penalty of \$25.00 for each day of violation, not to exceed \$50,000, for each proof of business registration not properly provided under a contract with a contracting agency.

Emergency Purchases or Contracts

For purchases of an emergent nature, the contractor shall provide its Business Registration Certificate within two weeks from the date of purchase or execution of the contract or prior to payment for goods or services, whichever is earlier.

2.8.8 Pay to Play – Notice of Disclosure Requirement

Business entities are advised of their responsibility to file an annual disclosure statement of political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if they receive contracts in excess of \$50,000 from public entities in a calendar year. Business entities are responsible for determining if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

2.8.9 Assign, Sublet or Transfer Any Rights/Interests

Neither the owner nor the Contractor shall assign, sublet, or transfer any rights or interest in this Agreement without the prior written consent of the other party. Unless specifically stated to the contrary, in writing, prior to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing herein shall be construed to give any rights or benefits to anyone other than the owner and the Contractor.

2.8.10 Insurance and Indemnification

If it becomes necessary for the contractor, either as principal or by agent or employee, to enter upon the premises or property of the owner in order to construct, erect, inspect, make delivery or remove property hereunder, the contractor hereby covenants and agrees to take use, provide and make all proper, necessary and sufficient precautions, safeguards, and protection against the occurrence of happenings of any accident, injuries, damages, or hurt to person or property during the course of the work herein covered and be his/her sole responsibility.

The contractor shall maintain sufficient insurance to protect against all claims under Workers Compensation, General Liability and Automobile and shall be subject to approval for adequacy of protection and certificates of such insurance shall be provided.

Indemnification

The contractor agrees to indemnify and save harmless the owner, its officers, agents and employees, hereinafter referred to as indemnitees, from all suits, including attorney's fees and costs of litigation, actions, loss damage, expense, cost of claims, of any character or on account of any act, claim or amount arising or recovered under Worker's Compensation law, or arising out of failure of the Contractor or those acting under Contractor to conform to any statutes, ordinances, regulations, law or court decree. It is the intent of the parties to this contract that the indemnities shall, in all instances, except for loss or damage resulting from the sole negligence of the indemnitee, be indemnified against all liability, loss or damage of any nature whatsoever.

Insurance Requirements:

Worker's Compensation and Employer's Liability Insurance

This insurance shall be maintained in full force during the life of this contract by the contractor covering all employees engaged in performance of this contract pursuant to N.J.S.A. 34:15-12(a) and N.J.A.C. 12:235-1.6. Minimum Employer's Liability \$1,000,000.00.

General Liability Insurance

This insurance shall have limits of not less than \$3,000,000.00 any one person and \$3,000,000.00 any one accident for bodily injury and \$3,000,000.00 aggregate for property damage, and shall be maintained in force during the life of the contract.

Automobile Liability Insurance

This insurance covering contractor for claims arising from owned, hired and non-owned vehicles with limits of not less than \$3,000,000.00 any one person and \$3,000,000.00 any one accident for bodily injury and \$3,000,000.00 each accident for property damage, shall be maintained in force during the life of this contract by the contractor.

Professional Liability/Malpractice Insurance Policy (if applicable)

Coverage in the amount of \$2,000,000.00/occurrence, \$4,000,000.00 aggregate and assurance that each such policy for each staff member remains full and in effect while providing services for owner.

The contractor shall provide the owner with a Certificate of Insurance naming the County of Somerset as additionally insured, evidencing the existence of required insurance prior to the commission of work. Said insurance must include coverage for complete operations, contractual insurance and independent contractor or subcontractor insurance, where and if applicable.

Errors and Omissions Insurance

- A. The contractor shall purchase and maintain during the entire period of this contract, errors and omissions insurance that shall protect the contractor and the County from any and all claims that may arise out of or result from the contractor's performance of this contract. Specifically, the errors and omissions insurance shall have limits of not less than \$2,000,000.00 dollars per occurrence and \$4,000,000.00 dollars in the aggregate.
- B. Certificates of the Required Insurance
Certificates as listed above shall be submitted along with the contract as evidence covering Errors and Omissions insurance. Such coverage shall be with acceptable insurance companies operating on an admitted basis in the State of New Jersey.

The contractor shall provide the County with a Certificate of Insurance naming the County, its employees, officers, and agents as additionally insured, and evidencing the existence of required insurance prior to the commission of work.

Somerset County will not accept Mutual Limitation of Liability terms.

2.8.11 Health Insurance Portability and Accountability Act of 1996 - HIPAA (If Applicable)

Both parties agree to comply with all requirements of the Federal Health Insurance Portability and Accountability Act of 1996 ("HIPAA") as maybe amended from time to time, and the corresponding HIPAA regulations for the confidentiality and security of medical information.

The Contractor shall:

- Not use or disclose protected health information other than as permitted or required by law
- Use appropriate safeguards to protect the confidentiality of the information
- Report any use or disclosure not permitted

The contractor, by execution of the contract, shall thereby indemnify and hold the owner harmless from any and all liabilities, claims, actions, costs and penalties which may be incurred as the result of the

failure of the contractor to comply with the requirements of the Health Insurance Portability and Accountability Act (HIPAA) or any other statute or case law protecting the privacy of persons using its services.

2.8.12 Proof of Licensure

Proof of licensure for providing Services in the State of New Jersey, for either the firm or the person responsible for the work, shall be provided as required.

2.8.13 Disclosure of Investment Activities in Iran – P.L. 2012, c.25

The law does not apply to municipalities responding to the request for proposals. It does apply to non-profit organizations.

P.L. 2012, c.25 prohibits State and local public contracts with persons or entities engaging in certain investment activities in energy or finance sectors of Iran. Bidders must indicate if they comply with the law by certifying the form. Pursuant to N.J.S.A. 40A:11-2.1 the County is required to notify the New Jersey Attorney General if it determines a false certification has been submitted.

2.8.14 Prompt Payment – Goods & Services– P.L. 2019, C.127 (LFN 2019-02 1/23/19)

P.L. 2018, c. 127 establishes a prompt payment requirement that applies to goods and services contracts a contracting unit awards to a “business concern” under the Local Public Contracts Law (LPCL). The law applies to all goods and services contracts awarded on or after February 1, 2019 (the law’s effective date) regardless of dollar amount and any contracts requiring either a single payment or multiple payments. The law does not change the prompt payment requirements for improvements to real property and structures as set forth in N.J.S.A. 2A:30A-1 et seq. and described in LFN 2006-21. The law defines “Business Concern” as any person engaged in a trade or business, including a private nonprofit entity operating as an independent contractor, providing goods and services directly to a contracting unit or to a designated third party and operating pursuant to a contract with a contracting unit which requires either a single payment or multiple payments, but shall not include a “public utility” as defined in N.J.S.A. 48:2.13.

2.8.15 HUD Regulations

In response to a directive from the Department of Housing and Urban Development (HUD), the County must collect information on the objectives, outcomes, and indicators of performance for all CDBG-funded projects. This information must be collected in addition to the section that captures information regarding a project’s expected units of accomplishment.

To satisfy HUD’s requirements:

1. All projects must be classified into one of the following overall objectives:
 - a) Create suitable living environments
 - b) Provide safe, decent, affordable housing
 - c) Create economic opportunities
2. All projects must achieve one of the following outcomes:
 - a) Accessibility
 - b) Sustainability
 - c) Affordability
3. All projects must report accomplishments using indicators that are predetermined by HUD and are selected according to the project category. Indicators are provided in the respective project applications.

HUD defines low and moderate income households to be those that have annual incomes below 80 percent of the Area Median Income (AMI) as established by HUD for the Middlesex-Somerset-Hunterdon

Primary Metropolitan Statistical Area (PMSA).

Current income limits for the CDBG Program are as follows:

<u>Household Size</u>	<u>80% AMI</u>	<u>Household Size</u>	<u>80%AMI</u>
1	\$85,900	5	\$132,550
2	\$98,200	6	\$142,350
3	\$110,450	7	\$152,150
4	\$122,700	8	\$162,000

HUD 2025 Income Limits (effective 6/2025)

These limits are set by HUD for the CDBG program. Each project with a limited clientele must ensure that over half of all clients are within the income limits listed above.

2.8.16 Public Benefit Standard

CDBG Regulations require that the public benefit provided by a CDBG-funded activity is appropriate relative to the amount of assistance provided by the grant. In order to ensure that this standard is met, any public facility (other than a park or library in an LMA) that is not dedicated to serving a categorically or income eligible population must document how the facility has provided a public benefit to persons that meet the national objective of the CDBG Program in the past year. National objective information is detailed on pages 15-16.

2.8.17 Procurement

The procurement process for any subcontractor to be paid with CDBG funds requires solicitation of written quotes from at least 3 bidders and compliance with HUD's procurement standards. (See Procurement Guidelines on page 55 and Chapter 14 of the Basically CDBG Manual.)

2.8.18 Compliance with Davis Bacon Act

All applicants must comply with the provisions of the Davis Bacon Act.

The Davis Bacon and Related Acts (DBRA) are administered by the Wage and Hour Division of the U.S Department of Labor. These Acts apply to contractors and subcontractors performing on federally funded or assisted contracts in excess of \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or public works.

Basic Provisions/Requirements

The Davis Bacon Act requires that all contractors and subcontractors performing on federal contracts (and contractors or subcontractors performing on federally assisted contracts under the related Acts) in excess of \$2,000 pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits listed in the contract's Davis Bacon wage determination for corresponding classes of laborers and mechanics employed on similar projects in the area. Davis-Bacon labor standards clauses must be included in covered contracts. Apprentices may be employed at less than predetermined rates if they are in an apprenticeship program registered with the Department of Labor or with a state apprenticeship agency recognized by the Department. Trainees may be employed at less than predetermined rates if they are in a training program certified by the Department. Contractors and subcontractors on prime contracts in excess of \$100,000 are required, pursuant to the Contract Work Hours and Safety Standards Act, to pay employees one and one-half times their basic rates of pay for all hours over 40 worked on covered contract work in a workweek. Covered contractors and subcontractors are also required to pay employees weekly and to submit weekly certified payroll records to the contracting agency.

Employee Rights

The Davis Bacon and Related Acts provide laborers and mechanics on covered federally financed or assisted construction contracts the right to receive at least the locally prevailing wage rate and fringe benefits, as determined by the Department of Labor, for the type of work performed. The Wage and Hour Division and respective federal contracting agencies accept complaints of alleged Davis Bacon violations.

2.9 Public Emergency

In the event of a Public Emergency declared at the Local, State or Federal Level, if the owner opts to extend terms and conditions of this RFP, the contractor agrees to extend the terms and conditions of this RFP, whether existing, expiring or expired no longer than six months, for goods and/or services for the duration of the emergency. In the event the original contractor cannot meet this requirement, the owner may solicit the goods and/or services from any bidder on this contract.

2.10 Multiple Proposals Not Accepted

More than one proposal from an individual, a firm or partnership, a corporation or association under the same or different names shall not be considered.

Applicants **may** request funding for a maximum of three (3) CDBG Projects NOT TO EXCEED \$125,000 IN TOTAL. All applications from agencies that are directly supported by tax revenues (e.g. school boards, libraries, utility authorities) will be counted toward the limit of three (3) municipal applications.

If an applicant requests funding for more than one CDBG Project, each application should be completed separately and submitted within one proposal. The applicant must prioritize those applications that are submitted within the proposal. Prioritization means assigning a ranking from 1 to 3 based on the organization's preference.

2.11 Subcontractors

The owner will consider the primary contractor to be the sole point of contact with regard to contract matters. The primary contractor will be required to assume sole responsibility for delivery of all services.

2.11.1 Use of Sub-consultants

Respondent may find it advantageous to include sub-consultants in their proposal. Such an arrangement is acceptable provided that the relationship between firms is clearly defined and the method of maintaining proper project management and oversight is described within the proposal. The use of sub-consultants is left to the discretion of respondent, provided that the criteria of adequate capability in all areas of the scope of work is met. Any sub-consultants must be identified in the same manner as the primary consultant.

2.12 Failure to Enter Contract

Should the respondent, to whom the contract is awarded, fail to enter into a contract within ten (10) days, Sundays and holidays excepted, the owner may then, at its option, accept the proposal of another respondent.

2.13 Commencement of Work

The contractor agrees to commence work after the date of award by the owner and upon notice from the using department.

2.14 Time of Completion

It is hereby understood and mutually agreed, by and between the respondent and the owner, that the date on which the work shall be substantially complete as specified in the RFP is an essential condition of this contract. It is further mutually understood and agreed that the work and contract time embraced in

this Contract shall commence on the date specified and that the resulting contract shall be completed in sequence and time frames identified by the owner.

The respondent agrees that said services shall be processed regularly, diligently, and uninterruptedly at such rate of progress as will ensure full completion thereof within the time specified. It is expressly understood and agreed, by and between the respondent and the owner, that the time of completion of the services described herein is a reasonable time for the completion of it.

2.15 Termination of Contract

If, through any cause, the contractor shall fail to fulfill in a timely and proper manner obligations under the Contract or if the contractor violates any requirements of the Contract, the owner shall thereupon have the right to terminate the Contract by giving written notice to the contractor of such termination at least thirty (30) days prior to the proposed effective date of the termination. Such termination shall relieve the owner of any obligation for the balances to the contractor of any sum or sums set forth in the Contract.

The contractor agrees to indemnify and hold the owner harmless from any liability to subcontractors/suppliers concerning payment for work performed or goods supplied arising out of the lawful termination of the Contract by the owner under this provision.

In case of default by the contractor, the owner may procure the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby.

2.16 Non-Allocation of Funding Termination

Each fiscal year payment obligation of the Owner is conditioned upon the availability of Owner funds appropriated or allocated for the payment of such an obligation. If funds are not allocated and available for the continuance of any services performed by the Contractor hereunder, whether in whole or in part, the Owner at the end of any particular fiscal year may terminate such services. The Owner will notify the Contractor in writing immediately of any services that will be affected by a shortage of appropriated funds. This provision shall not be construed so as to permit the Owner to terminate this Agreement during the term, or any service hereunder, merely in order to acquire identical services from a third party contractor.

2.17 Force Majeure

Neither party shall be responsible for any resulting loss or obligation to fulfill duties as specified in any of the terms or provisions of this Agreement if the fulfillment of any term or provision of this Agreement is delayed or prevented by any revolutions, insurrections, riots, wars, acts of enemies, national emergencies, strikes, floods, fires, acts of God, or by any cause not within the control of the party whose performance is interfered with which by the exercise of reasonable diligence such party is unable to prevent. Additionally, if the fulfillment of any of the terms and provisions of this Agreement is delayed or prevented by any court order, or action or injunction or other such agreement, this Agreement shall become voidable by the County of Somerset by notice to each party.

2.18 The owner and the Contractor each bind themselves and their successors, executors, administrators, heirs and assigns and legal representatives of the other party respecting all covenants and agreements and obligations of this contract.

2.19 The terms of this contract shall be construed and interpreted, and all respective rights and duties of the parties shall be governed by the laws of the State of New Jersey.

2.20 Challenge of Specifications

Any respondent who wishes to challenge a specification shall file such challenge in writing with the Purchasing Agent no less than three (3) business days prior to the opening of the RFP's.

Challenges filed after that time shall be considered void and having no impact on the owner or the award of contract.

2.21 Payment

Invoices shall be submitted monthly and must specify, in detail, the period for which payment is claimed, the services performed during the prescribed period, the amount claimed and correlation between the services claimed, all backup documentation (mileage, time logs, receipts for expenses, etc.), amount remaining in total balance, and the Proposal Cost Form.

Somerset County will provide a sample Progress Report and Invoice for the Hired Consultant to ensure compliance.

The owner may withhold all or partial payments on account of subsequently discovered evidence including but not limited to the following:

- 1 Deliverables not complying with the project specification;
- 2 Claims filed or responsible evidence indicating probability of filing claims;
- 3 A reasonable doubt that the Contract can be completed for the balance then unpaid.

When the above grounds are removed, payment shall be made for amounts withheld because of them.

Invoices shall specify, in detail, the period for which payment is claimed, the services performed during the prescribed period, the amount claimed and correlation between the services claimed and the Proposal Cost Form.

2.22 Non-payment of Penalties and Interest on Overdue Bills

Public funds may be used to pay only for goods delivered or services rendered. Somerset County will not pay penalties and/or interest on overdue bills. No employee is authorized to sign a letter of credit or any other document that represents a legal commitment on the part of the County to pay additional fees.

2.23 Ownership of Material

The owner shall retain all of its rights and interest in any and all documents and property both hard copy and digital furnished by the owner to the contractor for the purpose of assisting the contractor in the performance of this contract. All such items shall be returned immediately to the owner at the expiration or termination of the contract or completion of any related services, pursuant thereto, whichever comes first. None of the documents and/or property shall, without the written consent of the owner, be disclosed to others or used by the contractor or permitted by the contractor to be used by their parties at any time except in the performance of the resulting contract.

Ownership of all data, materials and documentation originated and prepared for the owner pursuant to this contract shall belong exclusively to the owner. All data, reports, computerized information, programs and materials related to this project shall be delivered to and become the property of the owner upon completion of the project. The contractor shall not have the right to use, sell, or disclose the total of the interim or final work products, or make available to third parties, without the prior written consent of the owner. All information supplied to the owner may be required to be supplied on CD-ROM/USB flash drive media compatible with the owner's computer operating system windows based, Microsoft Office 2010.

Under state and federal statutes, certain government records are protected from public disclosure. The County, the Contractor and any Subcontractors have a responsibility and an obligation to safeguard from public access an employee's personal information with which it has been entrusted when disclosure thereof would violate the employee's reasonable expectation of privacy. All payroll, personnel and health insurance related files are confidential. Additionally, the Contractor and any Subcontractors may be privy to sensitive law enforcement information or investigations during their review which must remain confidential. The County reserves the right to make any public disclosure under the law. Also, among government records deemed confidential are administrative or technical information regarding computer hardware, software and networks that, if disclosed, would jeopardize computer security. The Contractor and any Subcontractor(s) are prohibited from the sale or distribution of all supplied information to any third party.

2.24 Source of Specifications/RFP Packages

Official County Request for Proposal (RFP) packages for routine goods and services are available from www.co.somerset.nj.us at no cost to the prospective respondents. All addenda are posted on this site. Potential respondents are cautioned that they are responding at their own risk if a third party supplied the specifications that may or may not be complete. The County is not responsible for third party supplied RFP documents.

2.25 Altering Official Document

Respondents shall not write in any margins or alter the official content of Somerset County RFP document.

2.26 RFP Preparation of Forms

RFPs ***must be signed in ink by the respondent***; all quotations shall be made with a typewriter/computer or pen and ink. Any quotation showing any erasure alteration must be initialed by the respondent in ink. Unit prices and totals are to be inserted in spaces provided.

2.27 W-9

Successful bidder/respondent shall complete W-9 Form and submit to Purchasing prior to contract award. The form is available at the following link: www.irs.gov/pub/irs-pdf/fw9.pdf

2.28 Russia/Belarus Business Prohibition P.L. 2022, c.3

All potential bidders/respondents must attest on the form provided, of their status of engagement in prohibited activities in Russia or Belarus. Certification requires that you review the Entity List provided by the Department of Treasury, (link provided on the form), then check off the appropriate box and complete the form.

2.29 Radon Test

Successful bidder/respondent for any Public Facility project that includes work in or around a building is required to provide acceptable radon test results for said building. The radon test must have been performed within the past five years, even if the building has a radon mitigation system in place. The test results must be sent to the Community Development Office by July 1st, before the Program Year begins in September. An acceptable test is having radon readings below 4 picocuries per liter (pCi/L), which is the U.S. Environmental Protection Agency's (EPA) action level for radon—the level at which intervention is suggested. The radon test can be performed by a licensed contractor or by using DIY kit.

3. Scope of Work (SOW)

CDBG applications must be presented at an open public meeting of the municipality where the project is located, and the municipal certification must be completed before the application's due date and time. Failure to do so will be considered a fatal flaw and the application will be considered unacceptable. Please plan accordingly.

The Community Development (CD) Committee is comprised of two (2) representatives of each participating municipality and two (2) representatives appointed by the Board of County Commissioners. The CD Committee, operating both as a whole and through its Special Subcommittees, reviews and recommends implementation policies to the Commissioner Board. A Special Subcommittee of the CD Committee will review all proposals requesting funds and recommend project funding levels to the Board of County Commissioners.

The CD Office of Somerset County administers the program to ensure compliance with federal regulations. The CD Office reviews all applications; staff provides assistance to the CD Committee and gives technical assistance to applicants.

Local governments and nonprofit agencies may apply for the CDBG funds. The participating local governments ensure that public participation requirements are met locally. Each proposal must have a municipal sponsor, or town, in which the project will be implemented. No project may be undertaken, or services provided in any municipality, without presentation of the project to the governing body of that municipality.

Franklin Township administers its own CDBG funds and does not participate in Somerset County's CDBG program. Applications for CDBG projects that principally benefit residents of Franklin Township must be submitted directly to Franklin Township; information is available on the Township's website.

Proposals must reflect local, county or federal needs and objectives. This information is listed in the Consolidated Plan Priorities chart that accompanies this proposal. Proposals must respond to Consolidated Plan Priorities that will meet HUD's objective to principally benefit low- and moderate-income persons. Applicants must demonstrate in the proposal that at least 51% of the beneficiaries of any CDBG-funded proposal will be low- and moderate-income persons by meeting the following standards:

NATIONAL OBJECTIVES AND ELIGIBLE ACTIVITIES

In order to qualify for funding, a proposed project must meet one of the following objectives:

A. LIMITED CLIENTELE ACTIVITY

The project has income eligibility requirements that limit the direct beneficiaries of the project to low- and moderate-income persons or households. Income documentation must be kept for all clients, with at least 51% or more of low to moderate income. Client declaration forms are used to gather this information.

B. AREA BENEFIT - LOW/MODERATE INCOME AREA (LMA)

The project serves a Census Block Group or LMA where 42.8% (as of the date of release of the RFP) of the residents are low/moderate income. During the application review process, CD Staff will review the County's Area Benefit/LMA listing to ensure that the project is located in an eligible Census Tract and Block Group. Also, a list of current Somerset County LMAs is available on page 57 of this RFP.

C. CATEGORICALLY ELIGIBLE

The project exclusively serves a categorically eligible group, by HUD definition, which includes:

- Abused children
- Elderly persons (62 and over)
- Homeless persons
- Migrant farm workers
- Illiterate persons
- Disabled adults (disabled children do not automatically qualify under this criteria)
- Persons with AIDS
- Battered spouses

CD Staff will review the participant's mission statement and/or brochure to ensure that the Applicant does serve one of the groups listed above.

Take note that projects that remove architectural barriers (such as curb cuts for compliance with the Americans with Disabilities Act) frequently qualify for CDBG funding because they are considered to mainly benefit disabled persons. Barrier-free playground equipment or services for disabled youth do not qualify under these criteria. These projects may qualify as a limited clientele activity if beneficiaries are income-eligible, or if the project is within an LMA.

If the project is not located in an LMA and the removal of architectural barriers is only a portion of a project's scope of work, then only that portion of the project would be eligible for CDBG funding.

TIMELY SPENDING REQUIREMENTS

Administration:

- All Grant Agreements are to be returned to the CD Office within two weeks of receipt.
- Purchase orders must be signed and returned within two weeks of receipt.

Expenditure:

- All CDBG funds must be expended within 18 months of the commencement of the program year (September 1) or the grant will be terminated.

Extensions:

One 60-day extension will be granted to CDBG grantees that experience hardship regarding the 18-month expenditure requirement. A written request must be presented and include:

- Explanation of progress to date;
- Explanation of circumstances which prevent timely expenditure; and
- Provision of a timeline for full expenditure.

Recapture of Funds:

Funds will be recaptured by the specific program and reprogrammed to next year's Action Plan or Program Year under the following circumstances:

- A balance remains after the successful conclusion of the grant agreement contract period;
- A grant recipient is unable to implement the activity for which funds are awarded; or
- Non-compliance with the Timely Spending Policy.

Timeliness Test for Grant Applications:

Grantees will be subject to a Timeliness Test at the RFP submission deadline to ensure the timely expenditure of grant funds. This test, which measures whether an applicant has a cumulative total of unspent grant funding that is greater than 1.5 times the sum of the prior program year's total award to the applicant, will determine whether an applicant is eligible to apply for additional grant funding. Applicants will be evaluated independently in each grant program.

Review

Prior to the presentation of requests for proposals, the CD Committee will review the applicant's Timeliness Test in addition to a Risk Assessment based on previous performance under the program.

PROJECT CATEGORY

Public Facility (PF): Acquisition, construction, reconstruction or rehabilitation of eligible parks, community centers, or facilities that provide social services to low/moderate income persons or groups that are categorically eligible. The category excludes buildings for the general conduct of government, firehouses and parking lots. Take note that any public facility (other than a park or library in an LMA) that is not dedicated to serving a categorically or income eligible population must document how the facility has provided a public benefit to persons that meet the national objective of the CDBG Program in the past year. National objective information is detailed on pages 15-16.

Public Improvements (PI): Street, sidewalk, water and sewer lines, and drainage projects (Municipalities ONLY)

Public Service (PS): Organizations that provide a social skill or service (e.g. employment service, child care, health service, client care) to low/moderate income persons or groups that are categorically eligible.

D. PRESENTATION TO CDBG COMMITTEE

Applicants to the Somerset County CDBG Program must make a virtual presentation to the appropriate Committee on May 6th or 7th, 2026. Applicants will receive ahead of time, via e-mail, the date/time they will be presenting. Presenters can use no more than four PowerPoint slides as a visual aid. Presenters to the Public Service Committee will have ten (10) minutes for their presentation and presenters to the Facilities & Improvements Committee will have five (5) minutes for their presentation.

2025 CONSOLIDATED PLAN PRIORITIES - "H" reflects High Priority ---- "M" reflects Medium Priority ---- "L" reflects Low Priority. Based on Somerset County Housing and Community Development Needs Survey (2025)

HOUSING NEEDS	PUBLIC FACILITIES & IMPROVEMENTS	PUBLIC IMPROVEMENTS CONT.'D	PUBLIC SERVICE NEEDS CONT'D	OTHER NEEDS	
RENTER HOUSING: COST BURDEN > 30%	H SENIOR CENTERS	M SEWER IMPROVEMENTS	L FAIR HOUSING COUNSELING	L ACCESSIBILITY NEEDS	L
RENTER HOUSING: COST BURDEN > 50%	H YOUTH CENTERS	H ASBESTOS REMOVAL	L TENANT/ LANDLORD COUNSELING	L RESIDENTIAL HISTORIC PRESERVATION NEEDS	M
RENTER HOUSING NEEDING REHABILITATION	H NEIGHBORHOOD FACILITIES	M OTHER INFRASTRUCTURE IMPROVEMENT NEEDS	M CHILDCARE SERVICES	M NON-RESIDENTIAL HISTORIC PRESERVATION NEEDS	M
OVERCROWDED RENTER HOUSING	M CHILDCARE CENTERS	L PUBLIC SERVICES	ECONOMIC DEVELOPMENT	SERVICES RELATED TO HOMELESSNESS	M
OWNER-OCCUPIED HOUSING: COST BURDEN > 30%	H PARKS/ RECREATIONAL FACILITIES	H SENIOR SERVICES	H COMMERCIAL-INDUSTRIAL REHABILITATION	H ENERGY-RELATED SERVICES/ IMPROVEMENTS	M
OWNER-OCCUPIED HOUSING: COST BURDEN > 50%	H HEALTH FACILITIES	M YOUTH SERVICES	H COMMERCIAL-INDUSTRIAL INFRASTRUCTURE	H LEAD-BASED PAINT HAZARDS	L
OWNER-OCCUPIED HOUSING REHABILITATION	M OTHER PUBLIC FACILITIES	M TRANSPORTATION SERVICES	H OTHER COMMERCIAL-INDUSTRIAL IMPROVEMENTS	M CODE ENFORCEMENT	L
OVERCROWDED OWNER-OCCUPIED HOUSING	L SOLID WASTE DISPOSAL IMPROVEMENTS	L SUBSTANCE ABUSE SERVICES	M MICROBUSINESS	M PLANNING	M
HOMELESS EMERGENCY SHELTERS	M FLOOD/ DRAINAGE IMPROVEMENTS	H EMPLOYMENT TRAINING	M OTHER BUSINESS	L	
HOMELESS TRANSITIONAL SHELTERS	M WATER IMPROVEMENTS	M HEALTH SERVICES	H TECHNICAL ASSISTANCE	M	
PERMANENT SUPPORTIVE HOUSING	L STREET IMPROVEMENTS	H SERVICES FOR THE DISABLED	M OTHER ECONOMIC DEVELOPMENT NEEDS	M	
PERMANENT SPECIAL NEEDS HOUSING	M SIDEWALK IMPROVEMENTS	M CRIME AWARENESS	M		

2026 CDBG PUBLIC FACILITIES AND IMPROVEMENTS APPLICATION COVER PAGE

Organization Name & Address	Project Title	Project Category Public Facilities Public Improvements
Contact Person Name & Title (cannot be an elected official)	Contact Address (if different from above)	Contact Phone, Fax and E-mail Address
Consolidated Plan Need Addressed	Consolidated Plan Priority (circle or boldface one below)	Project Type (circle or boldface one below)
	Low Medium High	Limited Clientele Categorically Eligible Low/Mod Income Area (LMA)
Municipal Sponsor	Project Ranking	HUD Matrix Code (to be completed by CD Staff)
	This project ranks priority _____ of _____ submitted applications.	

PROJECT FUNDING REQUEST

CDBG Funds Requested (Limit of <u>three</u> applications with a maximum aggregate request of \$125,000)	\$
Total of other funding sources	\$
Total Project Cost	\$
CDBG Funds Awarded (to be completed by CD Staff)	\$

I. GENERAL PROJECT INFORMATION

A. Please provide a detailed description of this project, including the scope of the work to be done, steps taken to date, and why the project is necessary. **(Please limit response to one page.)**

B. If this is a public facility (other than a park or library in an LMA) that is not dedicated to serving a categorically or income eligible population, please document/describe how the facility has provided a public benefit to persons that meet the national objective of the CDBG Program in the past year.

C. Is this a **new** or **continuing** project (**Circle one**)

D. Provide the following identifying information for the project. Census information can be found at <https://factfinder.census.gov/>.

1. Street Address:		
2. Municipality:	Tax Map Block:	Lot:
3. Owner of Record:		
4. Census Tract(s) and Block Group(s): (for LMA projects only)		

E. Has this property or project type (i.e. sewers, sidewalks) been previously assisted with CDBG funds?

Yes No (Circle one)

If yes, provide the history of awards covering the past five years (PY 2021 – PY 2025).

Project Year

Grant Amount

Project Name

F. Has this property ever been assisted with HOME Funds? Yes No (Circle one)

If yes, provide grant year, amount, and use of funds (i.e. acquisition, rehabilitation).

Grant Year

Grant Amount

Use of Funds

II. PERFORMANCE MEASUREMENT

A. Provide the specific outputs or units of accomplishment that will be realized by this project. This may include such outputs as number of doors/windows replaced, linear feet of sewer pipe installed, or square feet of floor tile replaced.

B. Quantify the number of persons that will be assisted by this project. Of the persons assisted, enter the number that (**choose one category that best describes the output of the activity**):

Now have new access to this facility/improvement _____

Now have improved access to this facility/infrastructure _____

Now are served by this facility/infrastructure that is no longer substandard _____

- C. Does your organization actively participate in Somerset County Human Service committees?
- D. Describe any community outreach activities conducted by your organization.
- E. What has your organization done to make it easier for high-barrier populations (homeless individuals, individuals with mental health and/or substance use disorders) to access your services?

III. **PROJECT IMPLEMENTATION SCHEDULE AND BUDGET**

- A. Please indicate the estimated timeline for the project using the following chart. Dates must be no earlier than September 2026 and project must be completed by February 29, 2028. If an activity isn't applicable to this project, please enter N/A.

ACTIVITY

COMPLETION DATE (Month & Year)

Advertise for A/E Firm	
Receive A/E Proposals	
Award A/E Contract	
Solicit Construction Bids	
Receive Construction Bids	
Award Construction Contract	
Pre-Construction Meeting	
Commence Construction	
Complete Construction	
Project Closeout	

- B. Please enter the project's budget detail, showing use of CDBG funds and other funds, and total project cost. **(Soft costs are limited to 20% of the total grant award. Costs related to employees of the Subgrantee are NOT reimbursable expenses)**

Budget Categories	Total Program Operating Budget	CDBG Funds	Other Funds	Source of Other Funds
A. A/E Design Fees				
B. Project Construction Cost				
C. A/E Supervision Costs				
D. Other (please specify)				
E. Other (please specify)				
F. Contingency				
G.TOTAL				

- C. Identify all other funding that has been or is being pursued for this project and discuss the outcome or status of the applications:

Source

Fund Amount

Status

Purpose of Funds

IV. ENVIRONMENTAL & OTHER FACTORS

- A. Complete the following chart as it relates to this specific project. Public Improvement projects do not need to complete questions 1–3.

	<u>Yes</u>	<u>No</u>
1. Disturb <u>any</u> previously undisturbed land?		
2. Involve/Impact a structure or streetscape that is in a historic district?		
3. Be located in or near a 100 year floodplain? Please indicate Flood Insurance Rate Map (FIRM) Panel Number for this project: _____		
4. Be located within 100 feet of any wetlands? Please indicate New Jersey Wetlands Inventory (NJWI) location for this project: _____		
5. Are there any impediments to prompt implementation of this project, including requirements for State permits or special local action?		

B. Explain/elaborate all "Yes" answers in the previous chart, including the current status of any pending or previous environmental reviews. State "N/A" if all answers were no.

C. Will this project require any local building permits? Yes No (Circle one)
If yes, please list what permits will be required.

V. PROJECT MANAGEMENT

A. Who is the designated Project Manager that will manage the day to day activities of this proposed project?

B. Is the Project Manager a regular employee of your organization or a consultant?

C. Briefly describe the qualifications of your Project Manager as they relate to the scope of this particular project.

D. What percentage of the Project Manager's time will be dedicated to the day to day management of this project?

E. Who does your Project Manager report to and will this change during the course of the project?

VI. REDUCED FUNDING REQUEST & IMPACT

- A. Summarize the basic phases or components of the proposed project and provide the estimated cost for each:

Phase/Component

Project Cost

- B. What is the **minimum** funding required to begin or to continue the project?
- C. What phases or components would such minimum funding be used for, or what level of performance could be achieved with the minimum funding?

VII. CERTIFIED COST ESTIMATE

A Cost Estimate from an independent professional credentialed to propose, evaluate and estimate the specific work must be submitted as part of the application. The firm preparing the Cost Estimate **will not be eligible to bid** on the proposed work if the project receives CDBG funding. The Cost Estimate should assume that the full requested amount of CDBG funds will be received and should specify how the CDBG funds will be used for each component of the project. Please explain any unusual cost factors. Mark as *Attachment A*.

VIII. PROJECT MAP

Attach an 8.5" by 11" sized project location map. The map should indicate specific property address or, if a Public Improvement, a delineated service area. Mark the map *Attachment B* and insert it after Certified Cost Estimate (Attachment A). If the proposal seeks to qualify as an LMA, the map must demonstrate that the proposed project is located in an eligible area.

IX. PROJECTED BENEFIT BY MUNICIPALITY

Please indicate the percentage of persons or households projected to benefit from the project by municipality

MUNICIPALITY	PERCENT	MUNICIPALITY	PERCENT
Bedminster Township		Montgomery Township	
Bernards Township		North Plainfield Borough	
Bernardsville Borough		Peapack and Gladstone	
Bound Brook Borough		Raritan Borough	
Branchburg Township		Rocky Hill Borough	
Bridgewater Township		Somerville Borough	
Far Hills Borough		South Bound Brook Borough	
Franklin Township		Warren Township	
Green Brook Township		Watchung Borough	
Hillsborough Township		Out of County	
Manville Borough		Project/Program Total:	100%
Millstone Borough			

2026 COMMUNITY DEVELOPMENT BLOCK GRANT CERTIFICATION PAGE

APPLICANT NAME: _____

PROJECT NAME: _____

APPLICANT MUST COMPLETE

A. Applicant Certification:

I certify that all information provided in this application is correct to the best of my knowledge.

Signature of Preparer/Contact Person

Typed/Printed Name

Date

B. Funding Certification:

I acknowledge that receipt of any Subgrant recommended by the Community Development Committee is subject to approval by the Board of County Commissioners and the release of funds by the US Department of Housing & Urban Development, and that release of payments will be subject to documenting compliance with all requirements listed in the Subgrant Agreement to be executed with Somerset County.

I further acknowledge that the Community Development Program **will not** be responsible for any project costs incurred prior to the full execution of a Subgrant Agreement, unless specifically noted in Attachment A of the executed Subgrant Agreement.

I further acknowledge that the Community Development Program must approve any purchases or the award of any contracts to be funded in full or in part with Community Development Subgrant funds; and

I agree that implementation of any project funded in full or in part with Community Development Subgrant funds **will not proceed** without full execution of a Subgrant Agreement with the County, unless specific approval is received from the Community Development Office.

Signature of Chief Executive Officer

Typed/Printed Name

Date

MUNICIPALITY TO COMPLETE

C. Municipal Certification

The Mayor of the sponsoring municipality certifies the following:

1. The Governing Body of the municipality has been notified of the submission of an application entitled _____ for consideration by the Somerset County Community Development Committee for funding under the 2026 Community Development Block Grant Program.
2. This application was discussed at a local public meeting held in full compliance with all State and local public notice requirements on _____, 20____, and all public comments received are noted below for the public record.

All Applications must have the signature of the Mayor and Clerk of the municipal sponsor provided in the space below.

Mayor's Signature

Date

(Typed/Print Name and Municipality)

Clerk's Attest and Seal

Date

D. Public Comments (check one)

☐ None Received

☐ Comments summarized and attached

--END 2026 PUBLIC FACILITIES/IMPROVEMENTS APPLICATION--

2026 CDBG PUBLIC SERVICES APPLICATION COVER PAGE

Applicant and Project Information

Organization Name & Address	Project Title	Project Category
		Public Services
Contact Person Name & Title	Contact Address (if different from above)	Contact Phone, Fax and E-mail Address
Consolidated Plan Need Addressed	Consolidated Plan Priority (circle or boldface one below)	Project Type (circle or boldface one below)
	Low Medium High	Limited Clientele Categorically Eligible Low/Mod Income Area (LMA)
Municipal Sponsor	Project Ranking	HUD Matrix Code (to be completed by CD Staff)
	This project ranks priority _____ of _____ submitted applications.	

PROJECT FUNDING REQUEST

CDBG Funds Requested (Limit of <u>three</u> applications with a maximum aggregate request of \$125,000)	\$
Total of other funding sources	\$
Total Project Cost	\$
CDBG Funds Awarded (to be completed by CD Staff)	\$

I. GENERAL INFORMATION AND PROJECT HISTORY

- A. Please provide a detailed description of this project, including whom the project will serve, how the target population will be served, how many clients will be served, what services will be provided and what are the program goals. **(Please limit response to one page.)**

- B. All public service projects must be a new public service or a quantifiable increase in an existing public service.

The only exception is for projects that are presently funded by the CDBG Program, which may continue to receive funding without another increase in level of service.

Indicate whether this proposed public service is a:

_____ New Public Service (one that has not been provided in the last year)

_____ Increase in Existing Public Service (increase in the number of clients served or services that are currently provided)

_____ Continuation of an existing CDBG-funded project

- C. If project is new or an expansion, explain how this project is a new public service or define how the current public service is being expanded or increased (i.e., additional hours, additional clients, etc.) If this is a continuation of an existing CDBG-funded project, please explain how your agency evaluates the program and uses outcome measurement tools to determine whether the program should be continued.

- D. Please provide a history of CDBG Public Service grants your agency has received for the past five years (PY 2021 – PY 2025). Include awards for both this project and other projects.

Program Year

Project Name

Award

- E. Please indicate the estimated timeline for the project (dates must be no earlier than September 2026). The project must be completed and all funds expended by February 29, 2028.

Estimated Project Start Date: _____

Completion Date: _____

- F. Provide the exact street address at which this service will be provided. If multiple locations, please provide for each location or else provide the street address and municipality of the administrative offices of the organization.

II. PROGRAM DETAILS

- A. Describe the outreach steps your agency will take to affirmatively market your program or service to persons who are of low or moderate income or members of a group that is underserved.
- B. Provide a brief history of comparable service(s), if any, in the specific target community. Describe if and how current services proposed through this application will inter-relate?
- C. Explain how the design for this program ensures that the proposed service is unduplicated (either that the service is not currently being provided or that the existing services do not meet the current demand) by other service providers in Somerset County.
- D. What is the intended goal of this service/product?

E. Have you observed any barriers that prevent clients from receiving your service/product?

F. Having considered these barriers, how have you modified your program to make it more effective?

III. PERFORMANCE MEASUREMENT

A. Of the people to be assisted, enter the number that:

Will have new access to this service or benefit	_____
Will have improved access to this service or benefit	_____
Will receive a service or benefit that is no longer substandard	_____

Total	_____
-------	-------

B. If this is a homeless prevention activity, enter the number that:

Will receive emergency financial assistance to prevent homelessness	_____
Will receive emergency legal assistance to prevent homelessness	_____
Number of beds to be created in overnight shelter or other emergency housing	_____

Total	_____
-------	-------

C. List at least three skills/benefits that clients will have as a result of receiving your service/product.

D. Describe the impact, both social and fiscal, that will be attributed to these new skills.

- E. Provide and quantify three measurable outcomes that will improve when the client begins receiving your service/product.
- F. Describe the impact, both social and fiscal, that will be attributed to these outcomes.
- G. Please provide any other data/comments/suggestions that are relevant to understanding the importance and impact of the service/product?
- H. Does your organization actively participate in Somerset County Human Service committees?
- I. Describe any community outreach activities conducted by your organization.
- J. What has your organization done to make it easier for high-barrier populations (homeless individuals, individuals with mental health and/or substance use disorders) to access your services?

IV. UNITS OF SERVICE AND LEVELS OF SERVICE

A. List and fully describe the units(s) of service in measurable terms (i.e., beds, meals, counseling sessions, etc.). Indicate the unit cost(s) for provision of service(s) in Program Year 2026 funds. The Unit is Units of Service (Trips, Hours of Day Care; Health Sessions, etc). In the Description/Definition Column, describe what the unit reflects (Hour of individual or group therapy; 1 hour of exercise class, etc). The unit cost is the cost per each unit, based on the project budget divided by the number units to be provided. A sample is provided in italics.

Unit of Service	Description/Definition	Unit Cost Calculation	Unit Cost	Total Cost for County Contract	Program Year
<i>Example: 1 hour counseling</i>	<i>Individual and family Mental Health Counseling 400 clients overall program; 10 clients through county funds; 55 hours per client average</i>	<i>\$717,200 total program budget/ 22,000 total program hours</i>	<i>\$32.60 per hour</i>	<i>\$32.60x550 hours = \$17,930</i>	<i>2026</i>
Total Funding Request:				\$	

- B. Level of Service: Indicate how many unduplicated persons or households would be served with full funding. (Complete **only one**, either client or households). For the purposes of this application, **unduplicated is defined as a client or household that has been served at any time during the course of the project, whether the service is to be provided one time only or on a continued basis.**

_____UNDUPLICATED PERSONS

OR

_____UNDUPLICATED HOUSEHOLDS

- C. Please provide the service/products estimated cost per unit/client

V. PROPOSED PROGRAM BUDGET - PROGRAM YEAR 2026 APPLICATION

- A. List all sources of funds for this project only, excluding other agency programs. Include funds identified as matching funds. Add across and down. **Remember: Administration cost (expenditures for items that do not provide direct assistance to program clients) is limited to 20% of the total grant.**

BUDGET CATEGORIES	Amount Requested from these Funds +	Other Funding Source \$ Amounts	Total Program Operating Budget
PERSONNEL:			
Salaries for Direct Services			
Administrative/Supervisory Salary (considered admin)			
Fringe for Direct Services (considered Admin)			
Fringe for Admin/Supervisory Salary (considered admin)			
Consultants or Contractual Services. Specify:			
TRAINING/TRAVEL			
MATERIALS/SUPPLIES			
FACILITIES:			
Rent (this is considered admin in most cases)			
Utilities (considered admin)			
INSURANCE (this is considered admin)			
TOTAL			

- B. Specification of Items proposed for this Subgrant:
List each item or service that will be paid for with this Subgrant. For personnel costs, indicate the title and duty of each staff position, rate of pay, and whether position provides direct services or is administrative/supervisory. Indicate whether the position is new, and the hours staff will work. For consultant/contractual services, specify exactly what services will be provided. Identify any facility costs and the name of the facility. Indicate specific materials/supplies to be provided. Specifically identify other costs. **NO MORE THAN 20% OF PROJECT COSTS CAN BE ADMINISTRATIVE.**
- C. Identify all other funding that has been or will be pursued for this project and discuss the outcome or status of the applications:

<u>Source</u>	<u>Amount</u>	<u>Status</u>	<u>Purpose of Funds</u>
---------------	---------------	---------------	-------------------------

VI. REDUCED FUNDING REQUEST & IMPACT

Often applications cannot be fully funded. When answering the following questions, indicate how this request can be reduced.

- A. What is the minimum funding required to begin or to continue the project?
- B. What components would such minimum funding be used for, or what number of unduplicated clients could be served and what level of service could be achieved with the minimum funding? When responding, specify the impact this would have programmatically. Specifically indicate where and how reductions will affect the program (how will services be impacted or adjusted). Example: The percentage reduction of fewer slots; Reduction of 1 staff person; Program services 50 fewer people, etc. Please be specific and realistic.
- C. Explain how the client would be impacted if this service/product were no longer available.

VII. PROJECTED BENEFIT BY MUNICIPALITY

Please indicate the percentage of persons or households projected to benefit from the project by municipality.

MUNICIPALITY	PERCENT	MUNICIPALITY	PERCENT
Bedminster Township		Montgomery Township	
Bernards Township		North Plainfield Borough	
Bernardsville Borough		Peapack and Gladstone	
Bound Brook Borough		Raritan Borough	
Branchburg Township		Rocky Hill Borough	
Bridgewater Township		Somerville Borough	
Far Hills Borough		South Bound Brook Borough	
Franklin Township		Warren Township	
Green Brook Township		Watchung Borough	
Hillsborough Township		Out of County	
Manville Borough		Project/Program Total: 100%	
Millstone Borough			

2026 COMMUNITY DEVELOPMENT BLOCK GRANT CERTIFICATION PAGE

APPLICANT NAME: _____

PROJECT NAME: _____

APPLICANT MUST COMPLETE

A. Applicant Certification:

I certify that all information provided in this application is correct to the best of my knowledge.

Signature of Preparer

Typed/Printed Name

Date

B. Funding Certification:

I acknowledge that receipt of any Subgrant recommended by the Community Development Committee is subject to approval by the Board of County Commissioners and the release of funds by the US Department of Housing & Urban Development, and that release of payments will be subject to documenting compliance with all requirements listed in the Subgrant Agreement to be executed with Somerset County.

I further acknowledge that the Community Development Program **will not** be responsible for any project costs incurred prior to the full execution of a Subgrant Agreement, unless specifically noted in Attachment A of the executed Subgrant Agreement.

I further acknowledge that the Community Development Program must approve any purchases or the award of any contracts to be funded in full or in part with Community Development Subgrant funds; and

I agree that implementation of any project funded in full or in part with Community Development Subgrant funds **will not proceed** without full execution of a Subgrant Agreement with the County, unless specific approval is received from the Community Development Office.

Signature of Chief Executive Officer

Typed/Printed Name

Date

MUNICIPALITY TO COMPLETE

C. MUNICIPAL CERTIFICATION

The Mayor of the sponsoring municipality certifies the following:

1. The Governing Body of the municipality has been notified of the submission of an application entitled _____ for consideration by the Somerset County Community Development Committee for funding under the 2026 Community Development Block Grant Program.
2. This application was discussed at a local public meeting held in full compliance with all State and local public notice requirements on _____, 20____, and all public comments received are noted below for the public record.

ALL APPLICATIONS must have the signature of the Mayor and Clerk of the municipal sponsor provided in the space below.

Mayor's Signature

Date

(Typed/Print Name and Municipality)

Clerk's Attest and Seal

Date

D. Public Comments (check one)

___None Received

___Comments summarized and attached

---END 2026 PUBLIC SERVICE PROJECT APPLICATION---

COUNTY OF SOMERSET

EXCEPTIONS

For each exception, the bidder must identify the specific section of specifications by providing the number and title the exception applies to. It is the responsibility of the bidder to document the equivalence claim in writing. Submitting product brochures is not an acceptable claim of equivalence.

(IF NONE, SO STATE)

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

4. Proposal Requirements

4.1 Qualification Statement

A statement is to be provided by the respondent who will serve as the primary contractor. The statement shall set forth brief details of the firm's principal activities, the number of personnel in the firm and the firm's location. Please provide a list of (3) three clients for whom similar services have been provided. Include the following in your response:

1. Name of government agency.
2. Contact person's name, position, and current telephone number.
3. Dates, cost and scope of service.
4. Status and comments

4.2 Key Personnel Information

The respondent shall provide the identity and the professional credentials of the principals and other key personnel either working for the contractor and their areas of responsibilities.

4.3 Subcontractors

Respondents may engage the services of subcontractors for completion of this project. If their proposal involves any subcontractors, full details on the nature of the work to be performed by them and the location in which the work is to be performed must be provided. The respondent understands that if selected, the owner prior to initiating any subcontracted work, must approve the use of subcontractors in writing. (Refer to Section 2.11 and Item 2.11.1 for more details)

4.4 Proposal Forms

The following forms are contained in the attachments. All forms are required and shall be completed and made part of the proposal submitted.

1. Proposal Cost/Signature Form
2. Non-Collusion Affidavit
3. Ownership Disclosure
4. Affirmative Action Statement
5. Acknowledgement of Receipt of Addenda
6. Disclosure of Investment Activities in Iran
7. Russia/Belarus Business Prohibition

4.5 Location of Servicing Office

The proposal must list the location and address of the present, active office that will service and manage this contract.

5. Evaluation, Review and Selection Process

5.1 Proposals to Remain Subject to Acceptance

RFP responses shall remain open for a period of sixty (60) calendar days from the stated submittal. The owner will either award the Contract within the applicable time period or reject all proposals.

The owner may extend the decision to award or reject all proposals beyond the sixty (60) calendar days when the proposals of any respondents who consent thereto may, at the request of the owner, be held for consideration for such longer period as may be agreed.

5.2 Rejection of Proposals

The owner reserves the right to reject any or all proposals, or to reject any proposals if the evidence submitted by, or investigation of such respondent fails to satisfy the owner that such respondent is properly qualified to carry out the obligations of the RFP and to complete the work contemplated therein. The owner reserves the right to waive any minor informality in the RFP.

5.3 Evaluation Process

An evaluation team will review all proposals to determine if they satisfy the Proposal Requirements, determine if a proposal should be rejected and evaluate the proposals based upon the Evaluation Criteria. The highest-ranking respondent will then be recommended to the governing body for award of contract, based on most advantageous price and other factors. The County reserves the right to reach out to the respondents to get clarification on Proposals on specific items if necessary during the deliberation process.

Evaluation Team – RFP respondents are prohibited from contacting any member of the evaluation team directly without a formal invitation. If it is found that a respondent has attempted to discuss their proposal with a team member without an invite then their proposal may be deemed unresponsive. All questions during the evaluation period shall be directed to the Purchasing Agent.

5.4 Evaluation Criteria

The criteria considered in the evaluation of each proposal follows. The arrangement of the criteria is not meant to imply order of importance in the selection process. All criteria will be used to select the successful respondent.

This will be based on the quality of the content of the RFP and the respondent's ability to communicate a thorough understanding of the required tasks and the approach to meet the scope of work outlined in the RFP. The proposals will be evaluated for general compliance with instructions and requests issued in the RFP. Non-compliance with significant instructions will be grounds for disqualification of proposals.

5.4.1 Understanding of the Requested Work

The proposals will be evaluated for general compliance with instructions and requests issued in the RFP. Non-compliance with significant instructions shall be grounds for disqualification of proposals.

5.4.2 Knowledge and Technical Competence

This includes the ability of the respondent to perform all of the tasks and fulfill adequately the stated requirements.

5.4.3 Management, Experience and Personnel Qualifications

Expertise of the firm shall be demonstrated by past contract successes providing government agencies with similar services. The respondent will be evaluated on knowledge, experience, prior collaboration and successful completion of projects/services similar to that requested in this RFP. In addition to relevant experience, respondents shall provide personnel qualifications in the Proposal. (See 4.1 and 4.2).

5.4.4 Ability to Complete the Project/Services in a Timely Manner

This is based on the estimated duration of the tasks and the respondent's ability to accomplish these tasks as stated.

5.4.5 Cost

Funds must be used in accordance with the budget that is submitted with the application. Modifications to the use of funding in said budget must be approved and authorized by the Community Development staff before such change in funding is permitted.

5.5 Term of the contract

The term of this contract is a two (2) year contract with three (3) one-year renewal options. Options to extend may be exercised by mutual agreement in accordance with terms of N.J.S.A. 40A:11-4.1 et seq.

5.6 Notice of Award

The successful respondent will be notified of the award of funding upon a favorable decision by the governing body and further notified when the County has executed a Grant Agreement with the Department of Housing and Urban Development. The purchasing agent may then send a purchase order/voucher to the funding recipients.

As all funding and contract awards are contingent upon the execution of a Grant Agreement with the Department of Housing and Urban Development. The respondent permits the County to hold this proposal for consideration throughout the grant agreement process, which may extend beyond the 60 days from receipt of proposals.

5.7 Use of Funding

Funds must be used in accordance with the budget that is submitted with the application. Changes to the use of funding in said budget must be approved by Community Development staff.

**COUNTY OF SOMERSET
RFP DOCUMENT CHECKLIST**

**Read,
Acknowledged,
Signed & Submitted
Respondent's
Initial**

A. FAILURE TO SUBMIT ANY OF THESE ITEMS IS MANDATORY CAUSE FOR REJECTION OF RFP

- ☒ Ownership Disclosure Form
- ☒ Non-Collusion Affidavit
- ☒ Proposal Cost Form/Signature Page
- ☒ Completed PF/PI or PS Application

B. REQUIRED NO LATER THAN TIME PERIOD INDICATED

B.1 SUBMIT DOCUMENTS AT TIME OF RFP RESPONSE DUE DATE

- ☐ Qualification Statement
- ☐ Key Personnel Information
- ☐ Three (3) references for similar projects
- ☐ Projected project plan and timeline (Gantt Chart)
- ☒ CD or USB Flash Drive with PDF of RFP along with Printed Copies (Ref: Notice of RFP and/or Section 2.2)
- ☒ Disclosure of Prohibited Activities in Russia or Belarus, N.J.S.A. 52:32-60.1, et seq. P.L. 2022, c.3 – Prefer with RFP response. Required by law prior to award of contract.
- ☒ Disclosure of Investment Activities in Iran- Prefer with RFP response. Required by law prior to award of contract.
- ☒ Acknowledgement of Receipt of Addenda (To be Completed if Addenda are Issued) – Prefer with RFP Response.

**B.2 MUST POSSESS CERTIFICATE BY CONTRACT AWARD DATE
"SUBMISSION OF CERTIFICATE WITH RESPONSE PREFERRED"**

- ☒ New Jersey Business Registration Certificate
- ☒ New Jersey Business Registration Certificate – Named /Listed Subcontractor(s)
- ☒ EEO/Affirmative Action Compliance Notice – Submit Copy of State Certificate of Employee Information Report

B.3 MUST SUBMIT BY CONTRACT AWARD DATE

- ☒ Certificates of the Required Insurance naming County Additionally Insured
- ☐ Evidence of Medical Malpractice or Professional Liability Insurance supply certificate prior to processing a purchase order
- ☒ Certificate of Good Standing (Not applicable for Municipalities)

C. READ ONLY

Americans With Disability Act of 1990 Language

This checklist is provided for respondent's use in assuring compliance with required documentation; however, it does not necessarily include all specifications requirements and does not relieve the respondent of the need to read and comply with the specifications.

Name of Respondent: _____ Date: _____

By Authorized Representative:

Signature: _____

Print Name & Title: _____

PROPOSAL COST FORM/SIGNATURE PAGE

TO THE COUNTY OF SOMERSET BOARD OF COUNTY COMMISSIONERS:

The undersigned declares that he/she has read the Notice, Instructions, Affidavits and Scope of Services attached, that he/she has determined the conditions affecting the proposal and agrees, if this proposal is accepted, to furnish and deliver services per the attached schedule of fees for the following:

**PROGRAM YEAR 2026
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ACTIVITIES
CONTRACT #: CY-COM-0005-26**

CONSISTING OF:

- 2026 PUBLIC SERVICE PROJECT APPLICATION
- 2026 PUBLIC IMPROVEMENT/FACILITY PROJECT APPLICATION

BY SIGNING THIS PROPOSAL PAGE, RESPONDENT IS ACKNOWLEDGING THAT THE AWARD MIGHT BE PAST THE 60 DAY DEADLINE AS NOTED IN SECTION 5.1 AND IS PERMITTING THE COUNTY TO HOLD THIS PROPOSAL THROUGHOUT THE GRANT AGREEMENT PROCESS.

The undersigned is a _____ (Corporation)
_____ (Partnership) under the laws of the State of _____ having its
_____ (Individual)
Principal office at _____.

Company Federal I.D. # or Social Security #

Address

Signature of Authorized Agent Type or Print Name

Title of Authorized Agent Date

Telephone Number Email Address

Fax Number



County of Somerset New Jersey

PO Box 3000 – 20 Grove Street
COUNTY ADMINISTRATION BUILDING
Somerville, NJ 08876-1262
PHONE: (908) 231-7043 FAX: (908) 575-3917



OWNERSHIP DISCLOSURE FORM

BID SOLICITATION #: _____ VENDOR {BIDDER}: _____

PART 1

PLEASE COMPLETE THE QUESTIONS BELOW BY CHECKING EITHER THE "YES" OR THE "NO" BOX.
ALL PARTIES ENTERING INTO A CONTRACT WITH THE STATE ARE REQUIRED TO
COMPLETE THIS FORM PURSUANT TO N.J.S.A. 52:25-24.2

- | | <u>YES</u> | <u>NO</u> |
|--|--------------------------|--------------------------|
| 1. Are there any individuals, corporations, partnerships, or limited liability companies owning a 10% or greater interest in the Vendor {Bidder}? | ☐ | ☐ |
| IF THE ANSWER TO QUESTION 1 IS "NO", PLEASE SIGN AND DATE THE FORM. | | |
| IF THE ANSWER TO QUESTION 1 IS "YES", PLEASE ANSWER QUESTION 2–4 BELOW. | | |
| 2. Of those parties owning a 10% or greater interest in the Vendor {Bidder}, are any of those parties individuals? | ☐ | ☐ |
| 3. Of those parties owning a 10% or greater interest in the Vendor {Bidder}, are any of those parties corporations, partnerships, or limited liability companies ? | ☐ | ☐ |
| 4. If you answer to Question 3 is " YES ", are there any parties owning a 10% or greater interest in the corporation, partnership, or limited liability company referenced in Question 3? | ☐ | ☐ |
| 5. Is the Vendor {Bidder} incorporated as a not-for-profit organization? | ☐ | ☐ |
| IF THE ANSWER TO THIS QUESTION IS "YES", EXECUTE THE CERTIFICATION SECTION. | | |
| IF ANY OF THE ANSWERS TO QUESTION 2-4 ARE "YES", PLEASE PROVIDE THE REQUESTED INFORMATION IN PART 2 BELOW. | | |

PART 2

PLEASE PROVIDE FURTHER INFORMATION RELATED TO QUESTIONS 2–4 ANSWERED AS "**YES**".

If you answered "**YES**" for questions 2, 3, or 4, you must disclose identifying information related to the individuals, corporations, partnerships, and/or limited liability companies owning a 10% or greater interest in the Vendor {Bidder}. Further, if one or more of these entities is itself a corporation, partnership, or limited liability company, you must also disclose all parties that own a 10% or greater interest in that corporation, partnership, or limited liability company. This information is required by statute.

INDIVIDUALS

NAME			
ADDRESS 1			
ADDRESS 2			
CITY	STATE	ZIP	

NAME			
ADDRESS 1			
ADDRESS 2			
CITY	STATE	ZIP	

NAME			
ADDRESS 1			
ADDRESS 2			
CITY	STATE	ZIP	

NAME			
ADDRESS 1			
ADDRESS 2			
CITY	STATE	ZIP	

Attach Additional Sheets If Necessary

PART 2 continued

PARTNERSHIPS / CORPORATIONS / LIMITED LIABILITY COMPANIES

ENTITY NAME			
PARTNER NAME			
ADDRESS 1			
ADDRESS 2			
CITY	STATE	ZIP	

ENTITY NAME			
PARTNER NAME			
ADDRESS 1			
ADDRESS 2			
CITY	STATE	ZIP	

ENTITY NAME			
PARTNER NAME			
ADDRESS 1			
ADDRESS 2			
CITY	STATE	ZIP	

Attach Additional Sheets If Necessary

In the alternative, to comply with the ownership disclosure requirement, a Vendor {Bidder} with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest. N.J.S.A. 52:25-24.2.

PART 3

PUBLICLY TRADED PARENT COMPANY DISCLOSURE

Ownership disclosure (name and address) can be met by submitting the last annual filing of an SEC or similar foreign regulator document or providing the website link to such documents, and include relevant page numbers. See N.J.S.A 52:25-24.2.

<u>TITLE OF ATTACHED DOCUMENTS OR WEBLINK</u>	<u>PAGE #</u>

Attach Additional Sheets if Necessary

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor {Bidder}, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the County of Somerset, NJ is relying on the information contained herein, and that the Vendor {Bidder} is under a continuing obligation from the date of this certification through the completion of any contract(s) with the County to notify the County in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the County, permitting the County to declare any contract(s) resulting from this certification void and unenforceable.

Signature (Do not enter Vendor ID as a signature)

Date

Print Name and Title

FEIN/SSN

**COUNTY OF SOMERSET, NEW JERSEY
NON-COLLUSION AFFIDAVIT
(N.J.S.A. 52:34-15)**

State of _____

County of _____

I, _____ residing in _____
(Name of Affiant) (Name of Municipality)

in the County of _____ and State of _____ of full age,
being duly sworn according to law on my oath depose and say that:

I am _____ of the Company of _____
(Title or Position) (Name of Firm/Company)

the Bidder/Respondent making this Proposal for the Bid/RFP numbered _____ ,
(Contract #)
and that I executed the said Proposal with full authority to do so; that said Bidder/Respondent has not,
directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any
action in restraint of free, competitive bidding in connection with the above numbered project; and that
all statements contained in said Proposal and in this affidavit are true and correct, and made with full
knowledge that the County of Somerset relies upon the truth of the statements contained in said Proposal
and in the statements contained in this affidavit in awarding the contract. I further warrant that no person
or selling agency has been employed or retained to solicit or secure such contract upon an agreement
or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees
or bona fide established commercial or selling agencies maintained by _____ .
(Name of Firm/Company)

(Signature of Affiant)

(Type of Print Name of Affiant)

COUNTY OF SOMERSET, NEW JERSEY
EEO/AFFIRMATIVE ACTION COMPLIANCE NOTICE
N.J.S.A. 10:5-31 and N.J.A.C. 17:27
GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

All successful bidders are required to submit evidence of appropriate affirmative action compliance to the County and Division of Public Contracts Equal Employment Opportunity Compliance. During a review, Division representatives will review the County files to determine whether the affirmative action evidence has been submitted by the vendor/contractor. Specifically, each vendor/contractor shall submit to the County, prior to execution of the contract, one of the following documents:

Goods and General Service Vendors

1. Letter of Federal Approval indicating that the vendor is under an existing Federally approved or sanctioned affirmative action program. A copy of the approval letter is to be provided by the vendor to the County and the Division. This approval letter is valid for one year from the date of issuance.

Do you have a federally-approved or sanctioned EEO/AA program? Yes ☐ No ☐
If yes, please submit a photostatic copy of such approval.

2. A Certificate of Employee Information Report (hereafter "Certificate"), issued in accordance with N.J.A.C. 17:27-1.1 et seq. The vendor must provide a copy of the Certificate to the County as evidence of its compliance with the regulations. The Certificate represents the review and approval of the vendor's Employee Information Report, Form AA-302 by the Division. The period of validity of the Certificate is indicated on its face. Certificates must be renewed prior to their expiration date in order to remain valid.

Do you have a State Certificate of Employee Information Report Approval? Yes ☐ No ☐
If yes, please submit a photostatic copy of such approval.

3. The successful vendor shall complete an Initial Employee Report, Form AA-302 and submit it to the Division with \$150.00 Fee and forward a copy of the Form to the County. Upon submission and review by the Division, this report shall constitute evidence of compliance with the regulations. Prior to execution of the contract, the EEO/AA evidence must be submitted.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) on the Division website www.state.nj.us/treasury/contract_compliance.

The successful vendor(s) must submit the AA302 Report to the Division of Public Contracts Equal Employment Opportunity Compliance, with a copy to Public Agency.

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

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

COMPANY: _____ SIGNATURE: _____

PRINT NAME: _____ TITLE: _____

DATE: _____

COUNTY OF SOMERSET, NEW JERSEY
EXHIBIT A
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27
GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

SAMPLE CERTIFICATE OF EMPLOYEE INFORMATION REPORT

Certification 111XX

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

INITIAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-DEC-20XX to 15-DEC-20XX

SAMPLE COMPANY, INC.
33 WEST STATE STREET
TRENTON, NJ 08625


State Treasurer

VOID

COUNTY OF SOMERSET, NEW JERSEY
AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The Contractor and the Owner, do hereby agree that the provisions of Title II of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

COUNTY OF SOMERSET, NEW JERSEY

THESE ARE **SAMPLES** OF THE **ONLY** ACCEPTABLE
BUSINESS REGISTRATION CERTIFICATES

PREFER WITH RFP RESPONSE, REQUIRED BY LAW PRIOR TO AWARD OF CONTRACT

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

DEPARTMENT OF TREASURY
DIVISION OF REVENUE
PO BOX 252
TRENTON, N.J. 08646-0252

TAXPAYER NAME:
TAX REGISTRATION TEST ACCOUNT

TRADE NAME:
CLIENT REGISTRATION

TAXPAYER IDENTIFICATION#:
970-097-382/500

SEQUENCE NUMBER:
0107330

ADDRESS:
**847 ROEBLING AVE
TRENTON NJ 08611**

ISSUANCE DATE:
07/14/04

EFFECTIVE DATE:
01/01/01

FORM-BRC(08-01)

Acting Director
John S. Tully

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.



STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: **TAX REG TEST ACCOUNT**

Trade Name:

Address: **847 ROEBLING AVE
TRENTON, NJ 08611**

Certificate Number: **1093907**

Date of Issuance: **October 14, 2004**

For Office Use Only:
20041014112823533

COUNTY OF SOMERSET, NEW JERSEY

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Respondent hereby acknowledges receipt of the following Addenda:

ADDENDUM NUMBER	DATE	ACKNOWLEDGE RECEIPT (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Acknowledged for: _____
(Name of Bidder)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print or Type)

Title: _____

Date: _____

FORM NOT REQUIRED IF NO ADDENDA ISSUED

County of Somerset, New Jersey Disclosure of Investment Activities in Iran

Bidder Name:	
---------------------	--

Part 1: Certification

*BIDDERS ARE TO COMPLETE PART 1 BY CHECKING **EITHER BOX.***

Pursuant to Public Law 2012, c.25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Bidders must review this list prior to completing the below certification. Failure to complete the certification may render a bidder's proposal non-responsive. If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

Check the Appropriate Box

☐

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

☐

I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as nonresponsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

Part 2 – Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN. You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran on additional sheets provided by you.

Part 3: Certification

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the County of Somerset is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the County of Somerset to notify the County of Somerset in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the County of Somerset and that the County of Somerset at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. and N.J.S.A.40A:11-2.2 (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a local contracting unit subject to the Local Public Contracts Law for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify

(Check the Appropriate Box)

☐ A. That the Vendor is not identified on the [OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus](#).

OR

☐ B. That I am unable to certify as to "A" above, because the Vendor is identified on the [OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus](#).

OR

☐ C. That I am unable to certify as to "A" above, because the Vendor is identified on the [OFAC Specially Designated Nationals and Blocked Persons list](#). However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets If Necessary.)

Signature of Vendor's Authorized Representative	Date
Print Name and Title of Vendor's Authorized Representative	Vendor's FEIN
Vendor's Name	Vendor's Phone Number
Vendor's Address (Street Address)	Vendor's Fax Number
Vendor's Address (City/State/Zip Code)	Vendor's Email Address

ⁱ Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2). NJ Rev. 1.22.2024

Procurement Guidelines for HUD CDBG and HOME Grants Awarded by Somerset County Community Development

All goods, services and contracts must be procured competitively.

Small Purchases

- Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the simplified acquisition threshold fixed at 41 U.S.C. 403(11) (currently set at \$100,000). If small purchase procurements are used, price or rate quotations will be obtained from **three** qualified sources.

Sealed Bids (Formal Advertising)

- Sealed bids (Formal Advertising) should be use for all construction contracts.
- Competitive sealed bidding requires publicly solicited sealed bids and firm-fixed-price lump sum or unit price contract is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is lowest in price.
- In order for formal advertising to be feasible, the following minimum conditions must be present:
 - A complete, adequate and realistic specification is available.
 - **Three** or more responsible suppliers are willing and able to compete effectively for a grantee's business.
 - The procurement lends itself to a firm-fixed-price contract, and the selection of the successful bidder can appropriately be made principally on the basis of price.
- When the competitive sealed bid (formal advertising) process is used, the following requirements apply:
 - Publication Period: The invitation for bids must be publicly advertised and bids solicited from an adequate number of suppliers. The publication should be published at least once in a newspaper of general circulation, providing sufficient time (at least two weeks) prior to bid opening. If the publication period is not sufficient time to attract adequate competition, the bid will have to be re-advertised.
 - Clear Definition: The invitation for bids, including specification and pertinent attachments, must clearly define the items or services needed in order for bidders to properly respond to the invitation.
 - Public Opening: All bids must be opened publicly at the time and place stated in the invitation for bids. The public is allowed at that time to review the bids.
 - Selection and Contracting: A firm-fixed-price contract award must be made by written notice to the responsible bidder whose bid, conforming to the invitation for bids, is lowest.
 - Rejection of all Bids: All bids may be rejected when sound documented reasons exist. Such documentation shall be made a part of files.

Conflict of Interest

- Grantees must develop and maintain a written code of standards that helps to prevent conflicts of interest in procurement.
 - This written code of conduct must apply to all employees, officers, agents of the grantee, member of their immediate family, and partners.
- The code shall prevent financial interest or other benefits earned for any of these persons due to CDBG-related procurement action. These persons cannot solicit or accept gratuities, favors, or other items of monetary value from contractors. Grantees are allowed to establish minimum thresholds below which the financial interest in not substantial or is of nominal value.
 - For example, many grantees have rules that nominal items worth less than \$10 or \$25 are not considered to be a conflict.

**SOMERSET COUNTY
COMMUNITY DEVELOPMENT OFFICE**
27 Warren Street
Somerville, New Jersey 08876-1262
(908) 541-5756

EXCEPTION CRITERIA - LOW/MOD AREA BENEFIT

Background

Low/Mod Service Areas (LMA) are census tracts where there is a concentration of persons of low or moderate income. In Somerset County, census tracts where at least 42.8% of the residents are of low or moderate income are considered LMAs (using uncapped data with the exception criteria). If a proposed Community Development Block Grant project (public improvement, public facility, public service, planning, or economic development) will primarily benefit residents of a LMA, then it is eligible under the federal regulations.

What This Means in Your Community

Each municipality in the Somerset County Consortium is listed below with a summary of the manner in which its LMAs have changed as of Program Year 2024. Effective Program Year 2024, the following areas have been identified as Low Mod Areas in the Somerset County Community Development Block Grant Program. Please be aware that boundaries may have changed.

Bernards

Census tract 526.03, Block Group 3

Bernardsville

Census tract 527.01, Block Group 1

Bound Brook

Census tract 511, Block Groups 1 & 2
Census tract 512, Block Groups 1, 2 & 3
Census tract 513, Block Group 2

Bridgewater

Census tract 507.03, Block Group 2
Census tract 510, Block Groups 1, 2 & 3

Green Brook

Census tract 521, Block Group 2

Hillsborough

Census tract 538.04, Block Groups 1 & 3

Manville

Census tract 514, Block Group 1
Census tract 515, Block Groups 1 & 2
Census tract 516, Block Groups 1 & 2

Montgomery

Census tract 542.01, Block Group 4

North Plainfield

Census tract 517, Block Groups 1 & 2
Census tract 518, Block Groups 1, 2 & 3
Census tract 520.01, Block Groups 1 & 2
Census tract 520.02, Block Groups 1, 2 & 3

Raritan

Census tract 505, Block Group 1
Census tract 506, Block Group 1

Somerville

Census tract 501, Block Group 1 & 2
Census tract 502, Block Group 2
Census tract 503, Block Groups 3
Census tract 504, Block Groups 1 & 2

South Bound Brook

Census tract 530, Block Groups 1 & 2

Data Set info found at:

<https://www.hudexchange.info/programs/acs-low-mod-summary-data/acs-low-mod-summary-data-uncapped-grantees/>

Mapping boundaries found at:

<https://hud.maps.arcgis.com/home/item.html?id=279eca0222754f8a954bbf8cf995a1a3#overview>

Low/Mod National Data Sets – Uncapped Data with Exception Criteria – FY2024



Township of Hillsborough

COUNTY OF SOMERSET
THE PETER J. BIONDI BUILDING
379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
(908) 369-4313
www.hillsboroughnj.gov

Resolution Authorizing Release of Cash Escrow in the amount of \$114.68 for Deck Review at 597 Hillsborough Road, Hillsborough, New Jersey

WHEREAS, the owner of the property located at 597 Hillsborough Road, Hillsborough, New Jersey, submitted an application to the Township to construct a deck at the property; and

WHEREAS, the proposed materials to be used required review by the Township's Consulting Engineer; and

WHEREAS, the owner of the property provided the Township with a cash escrow to cover the cost of the review; and

WHEREAS, the Engineering Director indicates the review has been completed and recommends the Township Committee authorize the release of the remaining cash escrow in the amount of \$114.68 to the property owner.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Engineering Director is hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



Township of Hillsborough

COUNTY OF SOMERSET
THE PETER J. BIONDI BUILDING
379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
(908) 369-4313
www.hillsboroughnj.gov

Resolution Authorizing The Reimbursement Of Property Taxes For A Qualified 100% Disabled Veteran

WHEREAS, the Township Committee by Resolution adopted on September 11, 2007, and pursuant to N.J.S.A. 54:4-3.32, authorized a tax exemption from local property taxes for veterans who have suffered a 100% permanent disability resulting from wartime service in the United States military; and

WHEREAS, the Township Committee authorized the date for qualification for the property tax exemption to be the date on which the United States Veterans' Administration determined the 100% service-connected disability; and

WHEREAS, the Tax Collector has received proof of such information from the Tax Assessor for Klementowicz, N III & Beverly, Block 164, Lot 11.01, effective February 3, 2026, amount \$3,309.03.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that in recognition of the serious and debilitating nature of 100% permanent service-connected disabilities suffered by our veterans while serving in wartime and in fairness to those disabled veterans, the Chief Finance Officer is authorized, pursuant to N.J.S.A. 54:4-3.32, to reimburse the property taxes paid from 2/3/26 to 3/31/26 to the above-referenced property owner.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



Township of Hillsborough

COUNTY OF SOMERSET
THE PETER J. BIONDI BUILDING
379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
(908) 369-4313
www.hillsboroughnj.gov

Resolution Authorizing Refund Of Tax Overpayments

WHEREAS, the Tax Collector indicates tax overpayments have been received as indicated below and recommends that refunds be issued for such overpayments.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Tax Collector is hereby authorized to refund the amounts set forth below for tax overpayments.

Block	Lot	Qualifier	Name	Amount	Qtr	Year
11	54		Corelogic	2358.38	1	2026
26	4.01		Corelogic	2490.23	1	2026
37	8		Corelogic	2440.37	1	2026
58	72.140		Corelogic	3616.52	1	2026
59	8		Corelogic	2459.21	1	2026
67	14		Corelogic	2018.78	1	2026
142	48		Corelogic	2384.52	1	2026
147	17.02		Corelogic	2624.30	1	2026
151.16	1.03	C0704	Corelogic	2033.74	1	2026
151.20	1	C2109	Corelogic	2024.87	1	2026
152.06	44		Corelogic	2571.12	1	2026
153.05	22039		Corelogic	2087.48	1	2026
153.08	68	C0017	Corelogic	1018.81	1	2026
153.08	68	C0048	Corelogic	1280.85	1	2026
153.09	1.01	C3503	Corelogic	1854.24	1	2026
162	25		Corelogic	2348.96	1	2026
163.04	100	C2404	Corelogic	1898.56	1	2026
163.13	18	C1343	Corelogic	1924.60	1	2026
163.21	4	C4024	Corelogic	2274.17	1	2026
163.22	4	C4141	Corelogic	2326.80	1	2026
174.04	7		Corelogic	5495.13	1	2026
180.04	10		Corelogic	4940.02	1	2026
180.07	2		Corelogic	4740.03	1	2026
204.14	18		Corelogic	3903.37	1	2026
205.20	10		Corelogic	4872.43	1	2026
207	1.01	Q0035	Corelogic	79.23	1	2026
207.03	1.01		Corelogic	63.63.28	1	2026

11	21	Corelogic	3790.47	1	2026
144	15	Somerset Savings Bank	2072.52	1	2026
11	21	Unity Bank	4032.79	4	2025

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



Township of Hillsborough

COUNTY OF SOMERSET
THE PETER J. BIONDI BUILDING
379 SOUTH BRANCH ROAD
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Resolution Authorizing Release of Development Review Escrow for High Branch Land, Inc., File BA-13-13

WHEREAS, a development review escrow was posted by High Branch Land, Inc., for File BA-13-13; and

WHEREAS, the Township Planning Director certifies all work related to the review of the project has been completed and recommends the Township Committee authorize the release of the development review escrow in the amount of \$1,973.11 to Atlantic Realty Development Corporation and Affiliated Entities (per Schedule C), c/o Asset Management Consultants, and that the account be closed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Planning Director is hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026, In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing Release of Development Review Escrow for 303 Amwell Road, File 21-PB-17-MSPV

WHEREAS, a development review escrow was posted by 303 Amwell, LLC, File 21-PB-17-MSPV; and

WHEREAS, the Township Planning Director certifies the application has been withdrawn and all charges related to the review of the project have been completed and recommends the Township Committee authorize the release of the development review escrow in the amount of \$4,988.85 to Redcom Design & Construction, LLC, for 303 Amwell, LLC, and that the account be closed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Planning Director is hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026, In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing Release of Development Review Escrow for Amwell Terrace, LLC, File 19-PB-01-MSPV

WHEREAS, a development review escrow was posted by Amwell Terrace, LLC, for File 19-PB-01-MSPV; and

WHEREAS, the Township Planning Director certifies all work related to the review of the project has been completed and recommends the Township Committee authorize the release of the development review escrow in the amount of \$11,615.04 to Atlantic Realty Development Corporation and Affiliated Entities (per Scheduled C) c/o Asset Management Consultants, and that the account be closed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Planning Director is hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026, In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing Release of Development Review Escrow for 1170 Millstone, LLC (Redcom), File 22-PB-09-MSPV

WHEREAS, a development review escrow was posted by 1170 Millstone, LLC, for file 22-PB-09-MSPV;
and

WHEREAS, the Township Planning Director certifies the application has been withdrawn and all charges related to the review of the project have been completed and recommends the Township Committee authorize the release of the development review escrow in the amount of \$12,375.41 to Redcom Design & Construction, LLC, for 1170 Millstone, LLC, and that the account be closed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Planning Director is hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026, In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing Release of Development Review Escrow for Harvestate Group, LLC (HARVESTAPL), File BA-23-11

WHEREAS, a development review escrow was posted by Harvestate Group, LLC (Stephen Patron) for File BA-23-11 (Original Applicant / Property Owner); and

WHEREAS, the Township Planning Director certifies all charges related to the review of the project through October 31, 2025, have been completed and recommends the Township Committee authorize the release of the original development review escrow in the amount of \$21,305.84 be released to Harvestate Group LLC and that the account be closed; and

WHEREAS, charges after October 31, 2025 are the responsibility of the new property owner covered under a separate escrow account.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Planning Director is hereby accepted and approved.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026, In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing The Qualified Purchasing Agent To Solicit Bids for Custodial Services and Banking Services

WHEREAS, the Custodial Services and Banking Services contracts are scheduled to expire in calendar year 2026; and

WHEREAS, the Township's Qualified Purchasing Agent requests authorization to solicit bids for the following: (1) Custodial Services; and (2) Banking Services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to advertise and solicit bids for Custodial Services and Banking Services.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Authorizing The Economic And Business Development Office To Host A Hillsborough Business Association Networking Event At The Landing On June 17, 2026

WHEREAS, the Township of Hillsborough Economic and Business Development Office (“EBDO”) seeks to host a Hillsborough Business Association networking event at The Landing, 311 Amwell Road, Hillsborough, New Jersey, on Wednesday, June 17, 2026, between the hours of 6:00 p.m. and 8:00 p.m.; and

WHEREAS, the EBDO proposes to charge a registration fee in the amount of Twenty Dollars (\$20.00) per attendee to cover the costs of the event; and

WHEREAS, all registration fees collected shall be deposited into Account No. 01-192-08-105-710 (Fees & Permits – Economic & Business Development) and shall be utilized for expenditures supporting EBDO-sponsored events and related programming.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Economic and Business Development Office is hereby authorized to host a Hillsborough Business Association networking event at The Landing, 311 Amwell Road, Hillsborough, New Jersey, on Wednesday, June 17, 2026, between the hours of 6:00 p.m. and 8:00 p.m.; (2) the EBDO is authorized to charge an \$20.00 registration fee per attendee to cover the costs of the event; and (3) the Township Chief Financial Officer is authorized and directed to deposit the funds received into Account No. 01-192-08-105-710 (Fees & Permits – Economic & Business Development) and is further authorized to utilize the funds so deposited for expenditures supporting EBDO sponsored events and related programming.

I, Sarah Brake, Township Clerk, hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Township Committee of the Township of Hillsborough at a regular and duly convened meeting held on March 10, 2026. In witness thereof, I have set my hand and affixed the seal of the Township of Hillsborough.



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Resolution Committing To Adopting The Implementing Ordinances And Resolutions Regarding The Township Of Hillsborough's Affordable Housing Obligations For The Fourth (4th) Round

WHEREAS, on March 20, 2024, an Amendment to the Fair Housing Act, N.J.S.A. 52:27D-301 et seq. was signed into law ("Amended FHA"); and,

WHEREAS, the Amended FHA requires that a municipality must adopt a Housing Element and Fair Share Plan ("HEFSP") for the Fourth (4th) Round on or before June 30, 2025, and, thereafter, the municipality must file the HEFSP with the Superior Court of New Jersey and the Affordable Housing Dispute Resolution Program ("Program") within forty-eight (48) hours of adoption or by June 30, 2025, whichever is sooner; and,

WHEREAS, the Township adopted its HEFSP and timely filed same with the Court and the Program on June 25, 2025, in accordance with the requirements of the Amended FHA; and,

WHEREAS, challenges were filed to the Township's HEFSP by Fair Share Housing Center ("FSHC"), 00 Hamilton LLC ("Hamilton"), Adoni Property Group LLC ("Adoni") (Adoni withdrew its objection with the Court on February 10, 2026), AvalonBay Communities Inc. ("Avalon"), Fairhaven Development LLC ("Fairhaven"), Hillsborough RB LLC ("RB"), M&M Realty Partners LLC ("M&M"), Murray Contracting and Homestead Corner LLC ("Murray"), Robertson Douglas Group Inc. ("Robertson"), Valley Industrial Partners LLC ("Valley"), West Essex Industrial Park LLC ("West Essex"), and Weston Road LLC ("Weston"); and,

WHEREAS, the disputes regarding the challenges to the Township's HEFSP were referred to the Program for review; and,

WHEREAS, on October 21, 2025, November 24, 2025 and December 9, 2025, settlement conferences were held with the Program regarding the challenges; and,

WHEREAS, while the settlement conferences were ultimately unsuccessful at reaching a resolution as to most of the challenges, settlements were reached with challengers Robertson and Murray by including projects on their respective properties in the Township's HEFSP; and,

WHEREAS, notwithstanding the settlements of the Robertson and Murray challenges, a session was conducted by the Program on December 22, 2025, at which session the Program Member heard oral argument from the remaining challengers concerning their objections to the Township's adopted HEFSP; and,

WHEREAS, the Program Member recommended to the Honorable William Mennen, J.S.C. ("Judge Mennen"), the Mount Laurel judge for this vicinage, a finding that the Township's proposed amended HEFSP is not presently in compliance with the FHA and the Mount Laurel doctrine. However, the Program Member found that the Township has "demonstrated [a] willingness to engage in negotiations with Fair

Share and the developer/challengers and to make significant revisions to its Plan during the mediation process...”. Based upon that willingness, the Program Member recommended that “immunity from exclusionary housing litigation should be extended to the Township for a few more months as the case is referred to the Mt. Laurel Judge in Somerset County for further proceedings”; and,

WHEREAS, the Program Member further recommended that the Superior Court direct and oversee continued settlement negotiations between the Township and the remaining challengers; and,

WHEREAS, the disputes regarding the remaining challenges of the Township’s compliance with its affordable housing obligations for the Fourth (4th) Round remain ongoing; and,

WHEREAS, the Amended FHA requires that the ordinances and resolutions necessary for the implementation of a municipality’s HEFSP must be adopted on or before March 16, 2026. See N.J.S.A. 52:27D-304.1. However, the Amended FHA further provides that “[a]s an alternative to adopting all necessary implementing ordinances and resolutions by the March 16 deadline, a municipality involved in a continuing dispute over the issuance of compliance certification may adopt a binding resolution by this date to commit to adopting the implementing ordinances and resolutions following resolution of the dispute, with necessary adjustments to reflect the resolution of the dispute”. Id.; and,

WHEREAS, consistent with the above provisions of the Amended FHA, on January 27, 2026, Judge Mennen entered an Order providing that “[n]otwithstanding any remaining dispute(s) with any remaining [c]hallenger(s), the [Township] shall follow the procedure set forth in N.J.S.A. 52:27D-304.1(f)(2)(c) and (d), requiring that, on or before March 16, 2026, the [Township] shall (i) adopt and file its proposed amended HEFSP as well as the implementing ordinances and resolutions proposed within the amended HEFSP, which adoption shall be subject to change based on any forthcoming settlement if negotiations remain ongoing as of that date or, in the alternative, (ii) adopt a binding resolution by March 16, 2026 to commit to adopting the implementing ordinances and resolutions required following resolution of the dispute(s), with necessary adjustments to reflect the terms of said resolution; and,

WHEREAS, the Township is involved in a continuing attempts to resolve outstanding items in order to obtain the issuance of a compliance certification and, by way of this binding resolution, commits to adopting the implementing ordinances and resolutions following the resolution of the disputes, with necessary adjustments made to reflect the resolution of the disputes, as per His Honor’s January 27, 2026 Order.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the Township hereby commits to adopting the ordinances and resolutions necessary to implement the Township’s HEFSP following the resolution of the disputes that are currently pending with the Court and will make the necessary adjustments to reflect the resolution of the disputes at the time that they are adopted; and,

BE IT FURTHER RESOLVED that the Township’s Affordable Housing Counsel is hereby directed and authorized to file a copy of this Resolution with the Superior Court of New Jersey following its adoption; and,

BE IT FURTHER RESOLVED that the Township Clerk is further authorized to immediately post a copy of this Resolution on the Township’s website.

Mayor Catherine Payne

By my signature below, I, Sarah Brake, RMC, Township Clerk for the Township of Hillsborough do hereby certify that this is a true copy of a Resolution memorializing an action of the Hillsborough Township Committee, which occurred at a meeting of the Hillsborough Township Committee held on the 10th day of March, 2026.

Sarah Brake, RMC
Township Clerk of the Township of Hillsborough



Township of Hillsborough

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Resolution Authorizing Execution Of Second Amendment To Land Sublease Agreement And Easement Agreement With Belle Mead Depot Solar, LLC

WHEREAS, by Resolution No. R-342-2023, adopted on September 26, 2023, the Township Committee authorized the execution of a Land Sublease Agreement (“Sublease”) with Belle Mead Depot Solar, LLC (“Belle Mead”) in order to develop, own and operate a solar energy facility (“Project”) on land that is the subject of a Lease Purchase Agreement that the Township has entered into with the Somerset County Improvement Authority (“Property”); and,

WHEREAS, by Resolution No. R-224-2025, adopted on August 12, 2025, the Township Committee authorized the execution of a First Amendment to the Sublease with Belle Mead to add exhibits for a metes and bounds description further delineating the Leased Premises for the Project and other modifications to accommodate the Project; and,

WHEREAS, it is necessary to further amend the Sublease with Belle Mead to extend certain timeframes and make other modifications due to the delay in the Project associated with litigation involving the Property; and,

WHEREAS, the Township Committee desires to authorize the execution of the Second Amendment to the Sublease, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the Township Committee hereby authorizes the execution by the Mayor and Township Clerk of the Second Amendment to Sublease, a copy of which is annexed hereto.

BE IT FURTHER RESOLVED that the Mayor, Township Clerk and Counsel to the Township are hereby authorized and directed to execute any and all other documents necessary to effectuate the purposes of this Resolution.

Mayor Catherine Payne

By my signature below, I, Sarah Brake, RMC, Township Clerk for the Township of Hillsborough do hereby certify that this is a true copy of a Resolution memorializing an action of the Hillsborough Township Committee, which occurred at a meeting of the Hillsborough Township Committee held on the ____ day of _____.

Sarah Brake, RMC
Township Clerk of the Township of Hillsborough



Township of Hillsborough

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ORDINANCE 2026-03

Ordinance Authorizing Sale Of Development Easement To The State Agriculture Development Committee For Farmland Preservation Of The Property Owned By The Township Of Hillsborough Located At Hamilton Road And Amwell Road And Identified On The Hillsborough Tax Maps As Block 198, Lot 2, Block 198.01, Lot 1, Block 198.02, Lot 1.01, And Block 199.02, Lot 1. Further Consideration And Public Hearing On Tuesday, March 24, 2026.

WHEREAS, the Township of Hillsborough is the owner of the property located at Hamilton Road and Amwell Road and identified on the Tax Maps of the Township of Hillsborough, Somerset County, New Jersey, as Block 198, Lot 2 (+/- 424.275 acres), Block 198.01, Lot 1 (+/- 4.626 acres), Block 198.02, Lot 1.01 (+/- 4.581 acres) and Block 199.02, Lot 1 (+/- 6.845 acres) (Total Combined +/- 440.327 acres) ("Property"); and

WHEREAS, the Township purchased the Property on January 6, 2022 for \$14,000,000; and

WHEREAS, the Property is presently unencumbered and unrestricted; and

WHEREAS, the Township submitted an Application to the State Agriculture Development Committee ("SADC") for farmland preservation of the Property; and

WHEREAS, the SADC has offered to purchase the development rights to the Property thereby preserving the Property as farmland as set forth in the SADC Easement Acquisition Offer attached hereto as Exhibit A; and

WHEREAS, the SADC offer contains the following material monetary provisions: (1) \$27,200 per acre based on the Statewide Farmland Preservation Formula for purchase of the development easement; (2) option for an additional \$1,700.00 per acre if the Township accepts a 10% impervious coverage restriction on the acreage outside any exception areas; (3) option for an additional \$1,700 per acre if the Township accepts a residential building size limit of 2,500 square feet of heated living space; and (4) final compensation subject to results of a title report and final surveyed acreage of the easement area; and

WHEREAS, the Township Committee believes it is in the best interests of the Township and its residents to accept the SADC farmland preservation offer with both optional additional restrictions for a per acre price of \$30,600 for purchase of the development easement.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows: (1) the Township accepts the SADC farmland preservation offer for the Property with both optional additional restrictions for a per acre price of \$30,600 for purchase of the development easement; (2) the Mayor and Clerk are authorized to execute the SADC Easement Acquisition Offer; (3) the Mayor, Clerk, Township Administrator, Township Planner and Township Attorney are authorized to execute all documents and take all actions necessary for sale of the development easement to the SADC in accordance with the SADC Easement Acquisition Offer and this Ordinance; and (4) this Ordinance shall take effect upon final adoption and publication according to law.

ATTEST:

TOWNSHIP OF HILLSBOROUGH:

Sarah Brake, Township Clerk

Introduced: 3/10/2026

Published:

Public Hearing:

Adopted:

Published:

Catherine Payne, Mayor



Township of Hillsborough

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379 SOUTH BRANCH ROAD
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(908) 369-4373

March 10, 2026

I, Christiaan Bushell, hereby certify that funds are available for the attached Claims List No. 26-05.

Christiaan Bushell
CFO

SUPPLEMENTAL CHECK LIST

FOR THE MEETING FEBRUARY 24						
NUMBER	VENDOR		APPROPRIATION		FOR	AMOUNT
1344	Christiana Trust as Custodian		Lien Redemption		Lien Redemption	\$34,230.85
1345	FNA VII, LLC		Lien Redemption		Lien Redemption	\$16,213.53
1346	NJSL 301 LLC		Lien Redemption		Lien Redemption	\$1,877.59
1347	Bala Partners, LLC		Lien Redemption		Lien Redemption	\$1,649.31
1348	Bala Partners, LLC		Lien Redemption		Lien Redemption	\$1,764.36
82043	Township of Hillsborough		Current Account		Transfer Payment to BL 202 Lot 4 C0001	\$175,775.90
82044	Nj Motor Vehicle Commission		Current Account		Registration for 3 Vehicles	\$180.00

List of Bills - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Vendor	Description	Payment	Check Total
CURRENT FUND			
10068 - A&K EQUIPMENT INC.	PO 2600520 Parts for Snowplow Repairs	1,007.17	1,007.17
10480 - AMAZON.COM BILLING DEPT.	PO 2504132 WEATHERTECH CUSTOM FIT FLOORLINERS FOR F	379.62	
	PO 2600485 GISGFIM INDEPENDENCE DAY DECORATIONS TAB	150.35	
	PO 2600553 ROBERT'S RULES OF ORDER 12TH EDITION	114.16	
	PO 2600577 SOLISNUG HEATED SEAT CUSHION FOR OFFICE	37.99	682.12
10544 - AMERICAN TIRE & AUTO SERVICE	PO 2600381 Misc PD Tires	1,000.00	1,000.00
10856 - ATLANTIC SALT INC.	PO 2600584 R-89-2026	16,406.74	
	PO 2600584 R-89-2026	36,291.32	52,698.06
10904 - AUTOMATIC COMMUNICATIONS ALARM	PO 2600593 For Van Der Veer House for the period 3/	2,445.00	2,445.00
11564 - BINSKY & SNYDER LLC	PO 2600168 RTU-19 Replace Failing Draft Inducer Ass	1,341.00	
	PO 2600313 Heat Injection Valve Assembly - Q9653	7,739.50	9,080.50
11924 - BRIGHTSPEED	PO 2600656 FEB PHONE	29.08	29.08
12572 - CENTRAL JERSEY TRAILER HITCH	PO 2600518 Parts for Parks Vehicle #65	545.25	545.25
12676 - CHEMUNG SUPPLY CORPORATION	PO 2600315 Plow Blades for Snow Plow Repairs	1,492.10	
	PO 2600315 Plow Blades for Snow Plow Repairs	1,221.24	2,713.34
12884 - CINTAS	PO 2600481 first aid supplies reception	264.99	264.99
13100 - COMCAST	PO 2600657 FEB COMCAST	2,765.79	2,765.79
13100 - COMCAST	PO 2600659 ACCOUNT # 70846306	5,186.45	5,186.45
13192 - COOPER ELECTRIC	PO 2600477 Repair/Maintenance at Complex	69.90	
	PO 2600477 Repair/Maintenance at Complex	131.00	200.90
13220 - CORELOGIC	PO 2600685 CURRENT YEAR TAX REFUNDS - 1ST QTR	77,220.47	77,220.47
13272 - COUNTY LINE FUEL	PO 2600647 VANDEVEER HOUSE HEATING OIL	757.97	757.97
13296 - COUNTY OF SOMERSET	PO 2600411 Business Cards - Somerset County Print S	90.00	
	PO 2600565 HTPD Printing	493.54	
	PO 2600629 HTPD Printing	135.00	718.54
13448 - CULLIGAN-ZANE FILIPPONE CO.	PO 2600182 Water Cooler Rental	47.00	47.00
13644 - DAVE'S HEAVY TOWING INC	PO 2600592 Towing of Truck Old #62 (No Start) from	325.00	325.00
13648 - DAVE'S SUBURBAN DISPOSAL SERV	PO 2600535 Monthly Disposal Services @ Complex (\$56	567.85	567.85
13736 - DEER CARCASS REMOVAL SERVICE	PO 2600523 Deer Carcass Removal January 2026	385.00	385.00
14440 - EAST COAST MEDIA LLC	PO 2600233 HBA Logo Journal with Sticky Notes-For M	553.00	553.00
15068 - FOLEY INC.	PO 2600521 Parts for DPW Truck #56	911.69	911.69
15392 - GABRIELLI TRUCK SALES	PO 2600491 Parts for DPW Truck #80	216.71	
	PO 2600612 Wiper Motors for Truck #80	367.24	583.95
30641 - GEESE CHASERS, LLC	PO 2600246 R-45-2026	886.50	886.50
15592 - GENERAL CODE	PO 2600541 Code Analysis Composition - Supplement N	1,458.00	1,458.00
16924 - HOME DEPOT CREDIT SERVICE	PO 2600497 Welding Shop	882.93	882.93
17580 - JEN ELECTRIC, INC	PO 2600568 PEST CONTROL	1,403.12	1,403.12
17640 - JESCO, INC.	PO 2600545 Cutting Edge for Snow Plow on 544J Loade	153.54	153.54
18412 - KLEMENTOWICZ, N. & BEVERLY	PO 2600662 100% DISABLED VETERAN - EFFECTIVE 2/3/26	3,309.03	3,309.03
18512 - KONICA MINOLTA BUSINESS	PO 2600432 PRINTER - JAN ACCT #4577422	30.00	
	PO 2600650 PRINTER - FEB ACCT #4577422	30.00	60.00
19200 - LINDE GAS & EQUIPMENT INC.	PO 2600567 Welding Materials	520.45	520.45
29657 - LOWES HOME CENTERS	PO 2600033 misc. supplies	1,211.77	1,211.77
29657 - LOWES HOME CENTERS	PO 2600499 Misc. Shop Materials and Supplies	1,993.71	1,993.71
29657 - LOWES HOME CENTERS	PO 2600522 Building Materials	74.96	1,704.16

List of Bills - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Vendor	Description	Payment	Check	Total
29657 - LOWES HOME CENTERS	PO 2600550 Complex Repairs	71.08		71.08
29657 - LOWES HOME CENTERS	PO 2600595 Miscellaneous Materials	152.74		152.74
29657 - LOWES HOME CENTERS	PO 2600621 Complex Materials and Supplies	109.19		109.19
30674 - MALOUF FORD-LINCOLN, INC.	PO 2600465 Police Vehicle Repairs	1,465.99		
	PO 2600472 Repairs to Parks Truck #83	180.40		
	PO 2600496 Repairs to DPW Vehicle #311	67.08		
	PO 2600524 Parts for Parks Vehicles Repairs	371.82		
	PO 2600524 Parts for Parks Vehicles Repairs	571.66		
	PO 2600613 Building Department Vehicle Repair	80.76		2,737.71
20924 - MUNICIPAL CLERK'S ASSOC OF SOM	PO 2600281 2026 membership and Q1 meeting	150.00		150.00
28349 - NAETI	PO 2503950 NJ LEAD INSPECTOR RISK ASSESSOR REFRESHE	220.00		220.00
21232 - NEW JERSEY PLANNING OFFICIALS	PO 2600483 New Board Member Mandatory Training - 02	145.00		145.00
21360 - NJ ASSOC. OF CHIEFS OF POLICE	PO 2600529 2026 Membership Dues	275.00		275.00
28332 - NJ DIVISION OF CRIMINAL JUSTICE	PO 2600598 Patrol Rifle Instructor Course Ofcr. Wec	400.00		400.00
21392 - NJ ENVIRONMENTAL HEALTH ASSOC.	PO 2600570 Registration NJEHA conference	790.00		790.00
21508 - NJLM EDUCATIONAL FOUNDATION	PO 2600390 Budgeting for Elected Officials - JG	80.00		80.00
21892 - PACKET MEDIA, LLC	PO 2600504 Legal Ads - Planning	184.06		
	PO 2600527 Packet Media - Legal Notice	11.56		195.62
22424 - PDQ AUTO SUPPLY, INC	PO 2600132 DPW Vehicle Repairs	474.48		
	PO 2600467 Parts for Stock/ Inventory	1,515.03		
	PO 2600467 Parts for Stock/ Inventory	148.79		
	PO 2600469 Police Vehicle Repairs	1,785.19		
	PO 2600566 Department Vehicle Repairs	28.00		3,951.49
30561 - POST POLAK, PA	PO 2600304 Attorney services for Board of Health fo	2,279.00		
	PO 2600610 Post Polak - 12/01/25- 12/30/25	1,062.50		
	PO 2600611 Post polak - 1/5/26 - 1/30/26	2,850.00		6,191.50
22820 - PREVENTION SPECIALISTS, INC	PO 2600594 Annual Fee for Randomization Services -	470.00		470.00
22968 - PUBLIC WORKS ASSN OF NJ	PO 2600511 Membership 2026 for RResavy, Mdibello, J	165.00		165.00
23008 - PWANJ REGION III	PO 2503396 Registration, 10/15/25 PWANJ III Meeting	40.00		40.00
23028 - QUADIENT LEASING USA, INC.	PO 2600648 LEASE 12/14/25 - 3/14/26	1,718.10		1,718.10
23036 - QUALITY AUTO GLASS INC	PO 2600464 Repairs to Truck #75 -	406.20		406.20
23436 - RESAVY, RICHARD	PO 2600651 DIESEL FUEL FOR 2/23/26 STORM	1,112.21		1,112.21
23460 - RESTUCCIA, CHRISTINA	PO 2600590 BOA Court Reporter 02-18-26 mtg.	350.00		350.00
23948 - RUTGERS UNIVERSITY	PO 2600306 Introduction to Zoning Administration &	1,156.00		1,156.00
24972 - SINGH, KULBEER	PO 2600628 Street Survival Seminar @ Tropicana Hote	341.46		341.46
25300 - SOMERSET COUNTY HEALTH OFFICER	PO 2600554 SCHOA - membership dues	400.00		400.00
25336 - SOMERSET COUNTY TREASURER	PO 2600513 HOUSEHOLD: 1ST QUARTER 2026 BILLING - HI	116,357.12		116,357.12
25348 - SOMERSET CTY ASSESSORS ASSOC.	PO 2600530 MEMBERSHIP DUES	300.00		300.00
25404 - SOMERSET SAVINGS BANK	PO 2600688 CURRENT YEAR TAX REFUNDS - 1ST QTR	2,072.52		2,072.52
30548 - STR	PO 2600646 #10 ERR ENVELOPES	357.50		357.50
25848 - SUBURBAN PROPANE-2347	PO 2600721 PROPANE FOR DOCHERTY PARK 2/09/26	2,198.85		2,198.85
26320 - THE NEW JERSEY LABOR LAW	PO 2600092 2026 Labor Law Posters	109.50		109.50
26584 - TOWN PLANNER	PO 2600475 2025 township calendar	3,327.39		3,327.39
26632 - TRANSUNION RISK & ALTERNATIVE	PO 2600492 TruLookup for Investigations	330.00		330.00
26672 - TREASURER, STATE OF NEW JERSEY	PO 2600551 CTC LICENSE RENEWAL - A CROSSEN	50.00		50.00
17736 - UNITED SITE SERVICES, INC.	PO 2600573 2025 October Portables Singley	161.26		

List of Bills - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Vendor	Description	Payment	Check Total
	PO 2600586 January 2026 Parks Portables	152.62	313.88
27004 - UNITY BANK	PO 2600686 CURRENT YEAR TAX REFUNDS- 4TH QTR 2025	4,032.79	4,032.79
30517 - US TRUCK PARTS INC	PO 2600473 Repairs to DPW Truck #60	395.00	395.00
30300 - VERIZON	PO 2600645 FIBER INTERNET CIRCUIT - FEBRUARY	1,017.65	1,017.65
27328 - VERIZON	PO 2600655 FEB VERIZON	130.63	130.63
27344 - VERIZON WIRELESS	PO 2600644 CELL PHONES 1/20/26-2/19/26	1,618.76	1,618.76
27408 - VILLAGE SUPERMARKETS	PO 2504083 Items for Snow Plow Drivers for Breakroo	144.94	
	PO 2600466 HEART VALENTINE'S DAY	77.43	
	PO 2600494 Breakfast items for Dashboard Meeting	131.79	354.16
27660 - WB MASON CO, INC.	PO 2503887 Office Supply List - Social Services	224.04	
	PO 2503949 Copy Paper for Township	395.64	
	PO 2600289 office supplies for Admin	248.17	867.85
27660 - WB MASON CO, INC.	PO 2600373 Office Supplies- Building Department	485.49	
	PO 2600378 2026 Winter Creative Minds Supplies	37.76	
	PO 2600489 1 box 30% recycled copy paper 8.5x11	37.76	561.01
27724 - WELDON MATERIALS INC.	PO 2600536 I-5 Road Materials for Potholes	400.22	400.22
28008 - WOOLSON ANDERSON PEACH, P.C.	PO 2600624 December 2025 BOA Business Matters	383.50	383.50
28341 - WORLD INSURANCE ASSOCIATES, LLC	PO 2600575 first quarter consulting coordinator's f	10,475.00	10,475.00
28280 - ZUFALL HEALTH CENTER	PO 2600229 Payment of second half 2025 agreement fo	1,136.00	1,136.00
	GRANT FUND		
13296 - COUNTY OF SOMERSET	PO 2600555 Somerset County print shop - resource gu	173.18	173.18
20720 - MONTGOMERY TOWNSHIP	PO 2600230 Nursing services :CDRSS	1,491.08	1,491.08
27944 - WOJCIECHOWSKI, ALANA PEGGY	PO 2600517 Invoice # 15 - Alana W.	2,265.00	2,265.00
	RECREATION TRUST		
13420 - CROWN TROPHY OF FLEMINGTON	PO 2600450 2026 Winter Wrestling Awards	179.75	179.75
15256 - FRESH THEATRE ARTS	PO 2600561 2026 Winter Youth Program	5,000.00	5,000.00
24484 - SCREEN STYLES	PO 2600368 2026 Wrestling	1,759.00	1,759.00
30555 - SNMP PARTNERS LLC D/B/A	PO 2600625 2026 Winter Stem Class	1,800.00	1,800.00
27660 - WB MASON CO, INC.	PO 2600378 2026 Winter Creative Minds Supplies	55.75	55.75
	GENERAL CAPITAL		
13236 - CORNERSTONE ARCHITECTURAL GRP	PO 2402157 ARCHITECT FOR MUNICIPAL BUILDING ENTRANC	206.50	
	PO 2503136 R-246-2025	11,153.00	
	PO 2503233 ARCHITECTURAL FEASIBILITY STUDY SERVICES	9,750.00	
	PO 2503880 R-334-2025	7,162.00	28,271.50
15144 - FOVEONICS	PO 2600569 Pickup, Preparation and Imaging of Files	3,992.53	
	PO 2600576 Back File conversion	57,724.57	61,717.10
15392 - GABRIELLI TRUCK SALES	PO 2503432 R-287-2025	183,457.01	183,457.01
22492 - PENNONI ASSOCIATES, INC.	PO 2503294 R-261-2025	9,900.00	9,900.00
	OTHER TRUST		
14904 - FIEDLER, JOHN	PO 2600643 NJBOA Meeting 2-25-26	30.00	30.00
29657 - LOWES HOME CENTERS	PO 2600578 Drop Cloths	56.88	56.88
20040 - MAZZAGATTI, DOMINICK	PO 2600619 NJBOA Meeting 2-25-26	30.00	30.00

List of Bills - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Vendor	Description	Payment	Check Total
22424 - PDQ AUTO SUPPLY, INC	PO 2600324 Floor Mats for Bldg Dept Vehicles	2,547.20	2,547.20
22492 - PENNONI ASSOCIATES, INC.	PO 2502896 2025 ROADWAY CONDITION ASSESSMENT (R-21	16,900.00	
	PO 2502897 PROFESSIONAL SVCS FOR WATERSHED INVENTOR	19,100.00	
	PO 2502898 MS4 INFRASTRUCTURE MAPPING AS PREQUIRED	16,865.00	52,865.00
22492 - PENNONI ASSOCIATES, INC.	PO 2600649 HAMILTON RD BL 183.05 L 35	330.00	330.00
30744 - SABRINA'S COFFEE DELI	PO 2600451 Bldg Dept Lunch SDL Training 2-23-26	570.00	570.00
28327 - SCHWEERS, KEVIN	PO 2600620 NJBOA Meeting 2-25-26	30.00	30.00
27776 - WEX HEALTH	PO 2600660 FSA OUTSIDE EXPENSES - FEBRUARY 2026	74.67	74.67
30786 - YOURMEMBERSHIP.COM, INC	PO 2600640 Job Posting for Electrical, Plmb & Fire	324.00	324.00
PUBLIC ASSISTANCE TRUST			
27716 - WEIS MARKETS	PO 2504108 CAN 2025 Thanksgiving Holiday Distributi	9,125.00	9,125.00
27716 - WEIS MARKETS	PO 2504110 CAN 2025 Winter Holiday Distribution Vou	10,500.00	
	PO 2600418 CAN Perishables Purchased 2/9/26	285.90	
	PO 2600516 Weis Weekly Pick-up 02/17/2026	334.70	
	PO 2600599 Weis Weekly Pick-up 02/24/2026	290.10	11,410.70
ESCROW			
10652 - ANS CONSULTANTS INC	PO 2600533 2 Cylinder testing/Gateway Development	41.00	
	PO 2600618 2 cylinders testing for Toll Bros	41.00	82.00
10852 - ATLANTIC REALTY DEV CORP	PO 2600633 release of engineering inspection fees f	24,764.80	24,764.80
11452 - BERNSTEIN,ERIC M.& ASSOC.L.L.C	PO 2600623 PB escrow invoices	3,059.00	3,059.00
13472 - CURRENT ACCOUNT	PO 2600587 Q4 2025 Planning Transfers	1,667.62	
	PO 2600589 release of engineering inspection fees f	209.70	1,877.32
22492 - PENNONI ASSOCIATES, INC.	PO 2600572 PB escrow invoices	6,210.00	
	PO 2600601 PB escrow	2,867.00	
	PO 2600638 BOA escrow invoice - BA-25-03 (TUCKPB)	165.00	9,242.00
28008 - WOOLSON ANDERSON PEACH, P.C.	PO 2600637 BOA escrow invoice - BA-25-03 (TUCKPB)	181.50	181.50
TOTAL			753,730.20
Total to be paid from Fund 01 CURRENT FUND			
		341,060.76	
Total to be paid from Fund 02 GRANT FUND			
		3,929.26	
Total to be paid from Fund 03 RECREATION TRUST			
		8,794.50	
Total to be paid from Fund 04 GENERAL CAPITAL			
		283,345.61	
Total to be paid from Fund 12 OTHER TRUST			
		56,857.75	
Total to be paid from Fund 16 PUBLIC ASSISTANCE TRUST			
		20,535.70	
Total to be paid from Fund 20 ESCROW			
		39,206.62	
		=====	
		753,730.20	

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
CURRENT FUND					
Current Year Tax Refunds & Escrow Disbursements					
	2600685	CORELOGIC	REFUND O/P BL 151.16 L 1.03 C0704	2,033.74	
	2600685	CORELOGIC	REFUND O/P BL 152.06 L 44	2,571.12	
	2600685	CORELOGIC	REFUND O/P BL 153.05 L 22039	2,087.48	
	2600685	CORELOGIC	REFUND O/P BL 153.08 L 68 C0017	1,018.81	
	2600685	CORELOGIC	REFUND O/P BL 153.09 L 1.01 C3503	1,854.24	
	2600685	CORELOGIC	REFUND O/P BL 147 L 17.02	2,624.30	
	2600685	CORELOGIC	REFUND O/P BL 142 L 48	2,384.52	
	2600688	SOMERSET SAVINGS BANK	REFUND O/P BL 144 L 15	2,072.52	
	2600685	CORELOGIC	REFUND O/P BL 26 L 4.01	2,490.23	
	2600685	CORELOGIC	REFUND O/P BL 11 L 54	2,358.38	
	2600685	CORELOGIC	REFUND O/P BL 67 L 14	2,018.78	
	2600685	CORELOGIC	REFUND O/P BL 37 L 8	2,440.37	
	2600685	CORELOGIC	REFUND O/P BL 58 L 72.140	3,616.52	
	2600685	CORELOGIC	REFUND O/P BL 59 L 8	2,459.21	
	2600685	CORELOGIC	REFUND O/P BL 151.20 L 1 C2109	2,024.87	
	2600685	CORELOGIC	REFUND O/P BL 162 L 25	2,348.96	
	2600685	CORELOGIC	REFUND O/P BL 153.08 L 68 C0048	1,280.85	
	2600685	CORELOGIC	REFUND O/P BL 11 L 21	3,790.47	
	2600685	CORELOGIC	REFUND O/P BL 207.03 L 1.01	5,363.28	
	2600685	CORELOGIC	REFUND O/P BL 207 L 1.01 Q0035	79.23	
	2600685	CORELOGIC	REFUND O/P BL 205.20 L 10	4,872.43	
	2600685	CORELOGIC	REFUND O/P BL 204.14 L 18	3,903.37	
	2600685	CORELOGIC	REFUND O/P BL 180.07 L 2	4,740.03	
	2600685	CORELOGIC	REFUND O/P BL 180.04 L 10	4,940.02	
	2600685	CORELOGIC	REFUND O/P BL 163.21 L 4 C4024	2,274.17	
	2600662	KLEMENTOWICZ, N. & BEVERLY	100% DISABLED VETERAN - EFFECTIVE 2/3/26	3,309.03	
	2600685	CORELOGIC	REFUND O/P BL 163.04 L 100 C2404	1,898.56	
	2600685	CORELOGIC	REFUND O/P BL 174.04 L 7	5,495.13	
	2600685	CORELOGIC	REFUND O/P BL 163.22 L 4 C4141	2,326.80	
	2600685	CORELOGIC	REFUND O/P BL 163.13 L 18 C1343	1,924.60	
01-216-55-003-000	CURRENT YEAR TAX REFUNDS		TOTAL FOR ACCOUNT		82,602.02
					=====
TOTAL for Current Year Tax Refunds & Escrow Disbursements					82,602.02
Prior Year Tax Refunds					
	2600686	UNITY BANK	REFUND O/P BL 11 L 21	4,032.79	
01-217-55-004-000	PRIOR YEAR TAX REFUNDS		TOTAL FOR ACCOUNT		4,032.79
					=====
TOTAL for Prior Year Tax Refunds					4,032.79

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List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Social Services					
	2503887	WB MASON CO, INC.	Flagship Rubber Bands, Beige, 1/4 lb Bag	4.38	
	2503887	WB MASON CO, INC.	Alliance Rubber Company Non-Latex Rubber	2.68	
	2503887	WB MASON CO, INC.	JAM Paper Office & Desk Sets, Navy Blue,	22.99	
	2503887	WB MASON CO, INC.	Browline Net Zero Carbon Monthly Desk P	47.48	
	2503887	WB MASON CO, INC.	Universal Binder Clips, Mini, Black, 12/	4.00	
	2503887	WB MASON CO, INC.	Blue Sky Planner, 12 Month, 8"x10", Rue	15.43	
	2503887	WB MASON CO, INC.	Durable Key Tag, Plastic, Assorted Color	31.86	
	2503887	WB MASON CO, INC.	Black n' Red Twinwire Large Poly Noteboo	14.80	
	2503887	WB MASON CO, INC.	Highland Invisible Tape, 3/4 in x 1296 i	22.32	
	2503887	WB MASON CO, INC.	Universal Binder Clips, Small, Black, 12	6.00	
	2503887	WB MASON CO, INC.	Universal Binder Clips, Medium, Black, 1	6.12	
	2503887	WB MASON CO, INC.	JAM Paper Office & Desk Sets, Blue, 2/PK	22.99	
	2503887	WB MASON CO, INC.	JAM Paper Office & Desk Sets, Fuchsia, 2	22.99	
01-203-27-345-360		(2025) OFFICE SUPPLIES	TOTAL FOR ACCOUNT		224.04
TOTAL for Social Services					224.04
Postage Machine Supplies					
	2600646	STR	#10 ERR ENVELOPES	357.50	
01-201-20-700-360		OFFICE SUPPLIES	TOTAL FOR ACCOUNT		357.50
TOTAL for Postage Machine Supplies					357.50
Township Administrator					
	2600289	WB MASON CO, INC.	AF office supplies and ink cartridge	182.88	
01-201-20-701-360		OFFICE SUPPLIES	TOTAL FOR ACCOUNT		182.88
TOTAL for Township Administrator					182.88
Township Committee					
	2600289	WB MASON CO, INC.	CP signature stamp	30.99	
01-201-20-702-360		OFFICE SUPPLIES	TOTAL FOR ACCOUNT		30.99
	2600494	VILLAGE SUPERMARKETS	Breakfast items for Dashboard Meeting	131.79	
01-201-20-702-410		MEETINGS & CONFERENCES	TOTAL FOR ACCOUNT		131.79
	2600390	NJLM EDUCATIONAL FOUNDATION	Budgeting for the Elected Official - JG	80.00	
01-201-20-702-420		TRAINING & EDUCATION	TOTAL FOR ACCOUNT		80.00

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Township Committee					
TOTAL for Township Committee					=====242.78
Township Clerk					
01-201-20-703-230	2600475	TOWN PLANNER	2025 township calendar	3,327.39	
	PRINTING		TOTAL FOR ACCOUNT		3,327.39
01-201-20-703-360	2600577	AMAZON.COM BILLING DEPT.	SOLISNUG HEATED SEAT CUSHION FOR OFFICE	37.99	
	2600289	WB MASON CO, INC.	clerk's office supplies	34.30	
	OFFICE SUPPLIES		TOTAL FOR ACCOUNT		72.29
01-201-20-703-410	2600281	MUNICIPAL CLERK'S ASSOC OF SOM	Q1 meeting for SB	40.00	
	2600281	MUNICIPAL CLERK'S ASSOC OF SOM	Q1 meeting for EL	30.00	
	MEETINGS, CONF., CONVENTIONS		TOTAL FOR ACCOUNT		70.00
01-201-20-703-440	2600281	MUNICIPAL CLERK'S ASSOC OF SOM	annual membership for SB and EL	80.00	
	MEMBERSHIPS/DUES		TOTAL FOR ACCOUNT		80.00
01-201-20-703-460	2600541	GENERAL CODE	Code Analysis	1,120.00	
	2600541	GENERAL CODE	Composition	338.00	
	SOFTWARE UPDATES		TOTAL FOR ACCOUNT		1,458.00
TOTAL for Township Clerk					=====5,007.68
Finance					
01-201-20-705-360	2600648	QUADIENT LEASING USA, INC.	LEASE 12/14/25 - 3/14/26	1,718.10	
	OFFICE SUPPLIES		TOTAL FOR ACCOUNT		1,718.10
01-201-20-705-460	2600432	KONICA MINOLTA BUSINESS	PRINTER - 12/28/25 - 1/27/26	30.00	
	2600650	KONICA MINOLTA BUSINESS	PRINTER - 1/28/26 - 2/27/26	30.00	
	COMPUTER SOFTWARE MAINTENANCE		TOTAL FOR ACCOUNT		60.00
TOTAL for Finance					=====1,778.10

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Human Resources					
01-201-20-707-300	2600466	VILLAGE SUPERMARKETS	SUPPLIES FOR VALENTINE'S DAY	77.43	
		HEART COMMITTEE	TOTAL FOR ACCOUNT		77.43
				=====	
TOTAL for Human Resources					77.43
Tax Collection					
01-201-20-708-440	2600551	TREASURER, STATE OF NEW JERSEY	CTC LICENSE RENEWAL - A CROSSEN	50.00	
		MEMBERSHIPS	TOTAL FOR ACCOUNT		50.00
				=====	
TOTAL for Tax Collection					50.00
Tax Assessor					
01-201-20-710-440	2600530	SOMERSET CTY ASSESSORS ASSOC.	SCAA and AMANJ Dues Samantha Ring for 20	125.00	
	2600530	SOMERSET CTY ASSESSORS ASSOC.	SCAA and AMANJ Dues Debra Blaney for 202	175.00	
		MEMBERSHIPS	TOTAL FOR ACCOUNT		300.00
				=====	
TOTAL for Tax Assessor					300.00
Office Supplies - Municipal Bldg					
01-201-20-711-360	2600378	WB MASON CO, INC.	Flagship 30% Recylycled Copy Paper	37.76	
	2600489	WB MASON CO, INC.	1 box 30% recycled copy paper 8.5x11	37.76	
	2600373	WB MASON CO, INC.	Flagship Copy Paper 8.5x11 White	226.56	
	2600373	WB MASON CO, INC.	Flagship Copy Paper 8.5x14 White	87.37	
	2600373	WB MASON CO, INC.	Flagship Copy Paper 11x17 White	30.66	
		OFFICE SUPPLIES	TOTAL FOR ACCOUNT		420.11
01-203-20-711-360	2503949	WB MASON CO, INC.	8.5 x 11 copy paper	25.74	
	2503949	WB MASON CO, INC.	8 1/2 x 11 copy paper	369.90	
		(2025) OFFICE SUPPLIES	TOTAL FOR ACCOUNT		395.64
				=====	
TOTAL for Office Supplies - Municipal Bldg					815.75

List of Bills (Department/Account Detail) - (All Funds)
Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Human Services					
01-201-20-713-250	2600575	WORLD INSURANCE ASSOCIATES, LLC	first quarter 2026 consulting	10,475.00	
		HEALTH BENEFITS CONSULTANT	TOTAL FOR ACCOUNT		10,475.00
01-201-20-713-300	2600481	CINTAS	first aid supplies feb	264.99	
		FIRST AID SUPPLIES	TOTAL FOR ACCOUNT		264.99
					=====
TOTAL for Human Services					10,739.99
Planning Board					
01-201-21-720-210	2600504	PACKET MEDIA, LLC	2026 Legal Ad- BOA Annual Meeting Schedu	41.68	
	2600504	PACKET MEDIA, LLC	2026 Legal Ad - BOA Professionals Resolu	55.68	
	2600504	PACKET MEDIA, LLC	2026 Legal Ad - EC Reorg & Regular (Resc	34.68	
	2600504	PACKET MEDIA, LLC	2026 Legal Ad - PB NOD (02-05-26 mtg)	23.01	
	2600504	PACKET MEDIA, LLC	2026 Legal Ad - PB NOD (01-22-26 mtg)	29.01	
		ADVERTISING	TOTAL FOR ACCOUNT		184.06
01-201-21-720-281	2600590	RESTUCCIA, CHRISTINA	BOA Court Reporter 02-18-26 mtg.	300.00	
	2600590	RESTUCCIA, CHRISTINA	additional time (10:08pm)	50.00	
		BOA - COURT STENOGRAPHER	TOTAL FOR ACCOUNT		350.00
01-201-21-720-420	2600483	NEW JERSEY PLANNING OFFICIALS	New Board Member Mandatory Training - 02	95.00	
	2600306	RUTGERS UNIVERSITY	Introduction to Zoning Administration &	634.00	
	2600483	NEW JERSEY PLANNING OFFICIALS	New Board Member Bundle (w s/h) (MLUL &	50.00	
	2600306	RUTGERS UNIVERSITY	Zoning Administration & Enforcement II -	522.00	
		EDUCATION & TRAINING	TOTAL FOR ACCOUNT		1,301.00
01-203-21-720-271	2600624	WOOLSON ANDERSON PEACH, P.C.	December 2025 BOA Business Matters	383.50	
		(2025) BOA - LEGAL SVCS	TOTAL FOR ACCOUNT		383.50
					=====
TOTAL for Planning Board					2,218.56
Economic Development					
01-201-20-722-500	2600233	EAST COAST MEDIA LLC	HBA Logo Journal with Sticky Notes-For M	553.00	
		EBDC EVENTS	TOTAL FOR ACCOUNT		553.00
					=====
TOTAL for Economic Development					553.00

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Construction					
		2600373 WB MASON CO, INC.	Pentel RSVP Ballpoint Pens- Blue	8.99	
		2600373 WB MASON CO, INC.	Astrobrights Colored Paper 8.5x11 Blue	55.50	
		2600373 WB MASON CO, INC.	Erasable Checking Wood Cased Pencils- Re	10.89	
		2600373 WB MASON CO, INC.	Rolodex	24.24	
		2600373 WB MASON CO, INC.	Accustamp Pre Inked Stamp- VOID	11.50	
		2600373 WB MASON CO, INC.	Endust Wipes for Electronics	29.78	
01-201-22-725-360		OFFICE SUPPLIES	TOTAL FOR ACCOUNT		140.90
		2600644 VERIZON WIRELESS	CONSTRUCTION CELL 1/20/26-2/19/26	356.12	
01-201-22-725-770		COMMUNICATIONS	TOTAL FOR ACCOUNT		356.12
TOTAL for Construction				=====	497.02
Police Department					
		2600565 COUNTY OF SOMERSET	HTPD Printing	493.54	
		2600629 COUNTY OF SOMERSET	HTPD Printing - Envelopes	105.00	
		2600629 COUNTY OF SOMERSET	HTPD Printing - Business Cards Lt. Wolff	30.00	
01-201-25-745-230		PRINTING	TOTAL FOR ACCOUNT		628.54
		2600628 SINGH, KULBEER	Street Survival Seminar @ Tropicana Hote	341.46	
		2600598 NJ DIVISION OF CRIMINAL JUSTICE	Patrol Rifle Instructor Course Ofcr. Wec	400.00	
01-201-25-745-262		SPECIAL/REFRESHER COURSES	TOTAL FOR ACCOUNT		741.46
		2600529 NJ ASSOC. OF CHIEFS OF POLICE	2026 Membership Dues	275.00	
01-201-25-745-266		NJ STATE CHIEFS ASSOC. DUES	TOTAL FOR ACCOUNT		275.00
		2600492 TRANSUNION RISK & ALTERNATIVE	TruLookup for Investigations 1/1/26-7/31	330.00	
01-201-25-745-271		CLEAR INVEST. DATA BASE	TOTAL FOR ACCOUNT		330.00
		2600092 THE NEW JERSEY LABOR LAW	2026 Labor Law Posters	109.50	
		2600644 VERIZON WIRELESS	OEM CELL 1/20/26-2/19/26	100.04	
01-201-25-745-940		MISC EXPS	TOTAL FOR ACCOUNT		209.54
		2504132 AMAZON.COM BILLING DEPT.	WEATHERTECH CUSTOM FIT FLOORLINERS FOR F	379.62	
01-203-25-745-253		(2025) REFURBISH VEHICLE	TOTAL FOR ACCOUNT		379.62
TOTAL for Police Department				=====	2,564.16

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
DPW Admin					
01-201-26-764-280	2600568	JEN ELECTRIC, INC	Emergency Traffic Light Repairs at Inter	1,403.12	
	2600594	PREVENTION SPECIALISTS, INC	Annual Fee for Randomization Services -	470.00	
		LICENSED PROFESSIONAL	TOTAL FOR ACCOUNT		1,873.12
01-201-26-764-440	2600511	PUBLIC WORKS ASSN OF NJ	Membership 2026 for RResavy, Mdibello, J	165.00	
		MEMBERSHIPS/LICENSES	TOTAL FOR ACCOUNT		165.00
01-201-26-764-580	2600536	WELDON MATERIALS INC.	I-5 Road Materials for Potholes	400.22	
		DPW Equip & Supplies	TOTAL FOR ACCOUNT		400.22
01-203-26-764-940	2600535	DAVE'S SUBURBAN DISPOSAL SERV	Monthly Disposal Services @ Complex (\$56	567.85	
		(2025) MISC EXPS	TOTAL FOR ACCOUNT		567.85
					=====
TOTAL for DPW Admin					3,006.19
DPW Streets & Roads					
01-201-26-765-300	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	104.78	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	122.82	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	41.76	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	107.62	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	110.47	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	92.77	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	279.71	
	2600595	LOWES HOME CENTERS	Miscellaneous Materials	44.62	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	85.72	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	20.84	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	119.68	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	37.98	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	44.07	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	100.59	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	144.29	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	45.26	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	184.80	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	114.18	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	187.97	
	2600499	LOWES HOME CENTERS	Misc. Shop Materials and Supplies	48.40	
	2600595	LOWES HOME CENTERS	Loader Wing Plow Project Materials	59.73	
		MISC. MATERIALS/SUPPLIES	TOTAL FOR ACCOUNT		2,098.06
01-203-26-765-940	2503396	PWANJ REGION III	Registration, 10/15/25 PWANJ III Meeting	40.00	
		(2025) MISC EXPENSE	TOTAL FOR ACCOUNT		40.00

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
DPW Streets & Roads					
TOTAL for DPW Streets & Roads					===== 2,138.06
DPW Motor Vehicle					
01-201-26-767-340	2600381	AMERICAN TIRE & AUTO SERVICE	Misc PD Tires	1,000.00	
		POLICE TIRES	TOTAL FOR ACCOUNT		1,000.00
01-201-26-767-480	2600497	HOME DEPOT CREDIT SERVICE	Welding Shop	326.92	
	2600567	LINDE GAS & EQUIPMENT INC.	Welding Materials	520.45	
		WELDING SUPPLIES	TOTAL FOR ACCOUNT		847.37
01-201-26-767-490	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	72.50	
	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	76.29	
	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	281.78	
	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	95.78	
	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	356.76	
	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	421.16	
	2600467	PDQ AUTO SUPPLY, INC	Credit	-43.83	
	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	249.75	
	2600467	PDQ AUTO SUPPLY, INC	Parts for Stock/ Inventory	153.63	
		PARTS INVENTORY	TOTAL FOR ACCOUNT		1,663.82
01-201-26-767-550	2600520	A&K EQUIPMENT INC.	Parts for Snowplow Repairs	1,007.17	
	2600521	FOLEY INC.	Parts for DPW Truck #56	911.69	
		DPW EQUIP REPAIRS	TOTAL FOR ACCOUNT		1,918.86
01-201-26-767-552	2600464	QUALITY AUTO GLASS INC	Repairs to Truck #75	406.20	
	2600472	MALOUF FORD-LINCOLN, INC.	Repairs to Parks Truck #83	164.82	
	2600472	MALOUF FORD-LINCOLN, INC.	Credit	-164.82	
	2600472	MALOUF FORD-LINCOLN, INC.	Credit	-50.00	
	2600472	MALOUF FORD-LINCOLN, INC.	Repairs to Parks Truck #83	230.40	
	2600524	MALOUF FORD-LINCOLN, INC.	Parts for Parks Vehicles Repairs	371.82	
	2600524	MALOUF FORD-LINCOLN, INC.	Parts for Parks Vehicles Repairs	436.61	
	2600524	MALOUF FORD-LINCOLN, INC.	Parts for Parks Vehicles Repairs	135.05	
	2600518	CENTRAL JERSEY TRAILER HITCH	Parts for Parks Vehicle #65	545.25	
		PARKS VEHICLE REPAIRS & MAINT	TOTAL FOR ACCOUNT		2,075.33
	2600132	PDQ AUTO SUPPLY, INC	DPW Vehicle Repairs	95.42	
	2600132	PDQ AUTO SUPPLY, INC	DPW Vehicle Repairs	104.04	
	2600132	PDQ AUTO SUPPLY, INC	DPW Vehicle Repairs	7.84	
	2600132	PDQ AUTO SUPPLY, INC	DPW Vehicle Repairs	267.18	
	2600612	GABRIELLI TRUCK SALES	Wiper Motors for Truck #80	367.24	
	2600473	US TRUCK PARTS INC	Repairs to DPW Truck #60	395.00	

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
DPW Motor Vehicle					
01-201-26-767-556	2600491	GABRIELLI TRUCK SALES	Parts for DPW Truck #80	216.71	
	2600496	MALOUF FORD-LINCOLN, INC.	Repairs to DPW Vehicle #311	67.08	
		DPW TIRES & REPAIR	TOTAL FOR ACCOUNT		1,520.51
01-201-26-767-557	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	168.61	
	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	317.61	
	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	192.29	
	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	186.26	
	2600592	DAVE'S HEAVY TOWING INC	Towing of PD Vehicle	325.00	
	2600469	PDQ AUTO SUPPLY, INC	Police Vehicle Repairs	959.66	
	2600469	PDQ AUTO SUPPLY, INC	Police Vehicle Repairs	585.23	
	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	317.61	
	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	129.25	
	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	102.13	
	2600469	PDQ AUTO SUPPLY, INC	Police Vehicle Repairs	240.30	
	2600465	MALOUF FORD-LINCOLN, INC.	Police Vehicle Repairs	52.23	
		POLICE VEHICLE & REPAIRS	TOTAL FOR ACCOUNT		3,576.18
01-201-26-767-559	2600613	MALOUF FORD-LINCOLN, INC.	Building Department Vehicle Repair	80.76	
	2600566	PDQ AUTO SUPPLY, INC	Department Vehicle Repairs	28.00	
		DEPT VEHICLE REPAIR & MAINT	TOTAL FOR ACCOUNT		108.76
TOTAL for DPW Motor Vehicle					=====12,710.83
DPW - Snow Removal					
01-201-26-769-550	2600545	JESCO, INC.	Cutting Edge for Snow Plow on 544J Loaders	153.54	
	2600315	CHEMUNG SUPPLY CORPORATION	Plow Blades for Snow Plow Repairs	1,492.10	
	2600315	CHEMUNG SUPPLY CORPORATION	Plow Blades for Snow Plow Repairs	1,221.24	
		SNOW EQUIPMENT & REPAIRS	TOTAL FOR ACCOUNT		2,866.88
01-201-26-769-840	2600584	ATLANTIC SALT INC.	1000 tons of Salt	16,406.74	
	2600584	ATLANTIC SALT INC.	1000 tons of Salt	36,291.32	
		SALT	TOTAL FOR ACCOUNT		52,698.06
01-203-26-769-425	2504083	VILLAGE SUPERMARKETS	Items for Snow Plow Drivers for Breakroom	23.54	
	2504083	VILLAGE SUPERMARKETS	Items for Snow Plow Drivers for Breakroom	121.40	
		(2025) MEALS	TOTAL FOR ACCOUNT		144.94
TOTAL for DPW - Snow Removal					=====55,709.88

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Account	P0 #	Vendor	Description	Payment	Account Total
Building & Grounds					
01-201-26-772-280	2600182	CULLIGAN-ZANE FILIPPONE CO.	Water Cooler Rental	47.00	
	2600168	BINSKY & SNYDER LLC	RTU-19 Replace Failing Draft Inducer Ass	1,341.00	
	CONTRACTUAL/MISC. SERVICES		TOTAL FOR ACCOUNT		1,388.00
01-201-26-772-300	2600595	LOWES HOME CENTERS	Complex Repairs	48.39	
	2600497	HOME DEPOT CREDIT SERVICE	Complex Repiars	249.00	
	2600621	LOWES HOME CENTERS	Complex Materials and Supplies	109.19	
	2600550	LOWES HOME CENTERS	Complex Repairs	71.08	
	2600522	LOWES HOME CENTERS	Building Materials	74.96	
	2600497	HOME DEPOT CREDIT SERVICE	Complex Repairs	307.01	
BUILDING MATERIALS & SUPPLIES		TOTAL FOR ACCOUNT		859.63	
01-201-26-772-550	2600477	COOPER ELECTRIC	Repair/Maintenance at Complex	69.90	
	2600477	COOPER ELECTRIC	Repair/Maintenance at Complex	131.00	
	2600477	COOPER ELECTRIC	Credit	-356.29	
	2600477	COOPER ELECTRIC	Repair/Maintenance at Complex	356.29	
BUILDING REPAIR/MAINTENANCE		TOTAL FOR ACCOUNT		200.90	
01-201-26-772-830	2600593	AUTOMATIC COMMUNICATIONS ALARM	For Van Der Veer House for the period 3/	2,445.00	
	VANDERVEER HOUSE MAINT		TOTAL FOR ACCOUNT		2,445.00
01-201-26-772-840	2600313	BINSKY & SNYDER LLC	Heat Injection Valve Assembly - Q9653	7,739.50	
	LIBRARY REPAIRS		TOTAL FOR ACCOUNT		7,739.50
TOTAL for Building & Grounds				=====	12,633.03
Recycling					
01-201-26-774-900	2600513	SOMERSET COUNTY TREASURER	HOUSEHOLD: 1ST QUARTER 2026 BILLING - HI	116,357.12	
	COUNTY RECYCLING		TOTAL FOR ACCOUNT		116,357.12
TOTAL for Recycling				=====	116,357.12
Annual Cleanup					
01-201-26-775-940	2600523	DEER CARCASS REMOVAL SERVICE	Deer Carcass Removal January 2026	385.00	
	ANNUAL CLEANUP		TOTAL FOR ACCOUNT		385.00
TOTAL for Annual Cleanup				=====	385.00

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Health Department					
01-201-27-785-330	2600527	PACKET MEDIA, LLC	Tobacco - Vape ordinance for publication	11.56	
	2600553	AMAZON.COM BILLING DEPT.	ROBERT'S RULES OF ORDER 12TH EDITION	114.16	
	BOOKS, STATUTES, PUBLICATIONS		TOTAL FOR ACCOUNT		125.72
01-201-27-785-360	2600411	COUNTY OF SOMERSET	updated business cards - N. Delisi, D. D	90.00	
	OFFICE SUPPLIES		TOTAL FOR ACCOUNT		90.00
01-201-27-785-440	2600554	SOMERSET COUNTY HEALTH OFFICER	Annual meeting program	200.00	
	2600554	SOMERSET COUNTY HEALTH OFFICER	2026 Membership SCHOA Dues	200.00	
	2600570	NJ ENVIRONMENTAL HEALTH ASSOC.	Registration for 2026 NJEHA annual confe	790.00	
	MEMBERSHIPS		TOTAL FOR ACCOUNT		1,190.00
01-201-27-785-940	2600611	POST POLAK, PA	Attorney services - 1/5/26 through 1/30/	2,850.00	
	PUBLIC HEALTH		TOTAL FOR ACCOUNT		2,850.00
01-203-27-785-420	2503950	NAETI	1 day New Jersey Lead Inspector Risk Ass	220.00	
	(2025) TRAINING PROGRAMS		TOTAL FOR ACCOUNT		220.00
01-203-27-785-940	2600610	POST POLAK, PA	Attorney services 12/-1/25 - 12/30/2025	112.50	
	2600610	POST POLAK, PA	Attorney services - 12/01/2025 through 1	950.00	
	2600304	POST POLAK, PA	Attorney services for Board of Health fo	2,279.00	
	2600229	ZUFALL HEALTH CENTER	Payment of second half 2025 agreement fo	1,136.00	
	(2025) PUBLIC HEALTH		TOTAL FOR ACCOUNT		4,477.50
TOTAL for Health Department				=====	8,953.22
Parks					
01-201-28-796-201	2600246	GEESE CHASERS, LLC	GEESE CONTROL AT AVM PARK 1/1/26-12/31/2	886.50	
	2600586	UNITED SITE SERVICES, INC.	27 East Mountain Rd. 01/01/2026 -01/31/2	86.99	
	2600586	UNITED SITE SERVICES, INC.	Ottos Park Jan. 1/1/2026 -1/13/2026	65.63	
	CONTRACTUAL SERVICES		TOTAL FOR ACCOUNT		1,039.12
01-201-28-796-550	2600033	LOWES HOME CENTERS	misc. supplies	28.75	
	2600033	LOWES HOME CENTERS	misc. supplies	93.96	
	2600033	LOWES HOME CENTERS	misc. supplies	35.07	
	2600033	LOWES HOME CENTERS	misc. supplies	376.23	
	2600033	LOWES HOME CENTERS	misc. supplies	413.20	
	2600033	LOWES HOME CENTERS	misc. supplies	170.38	
	2600033	LOWES HOME CENTERS	misc. supplies	28.75	
	2600033	LOWES HOME CENTERS	misc. supplies	65.43	
	BUILDING REPAIR/MAINTENANCE		TOTAL FOR ACCOUNT		1,211.77

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Account	P0 #	Vendor	Description	Payment	Account Total
Parks					
01-203-28-796-201	2600573	UNITED SITE SERVICES, INC. (2025) CONTRACTUAL SERVICES	Singley Bathroom Issue	161.26	
			TOTAL FOR ACCOUNT		161.26
					=====
TOTAL for Parks					2,412.15
Celebration of Public Events					
01-201-30-797-900	2600485	AMAZON.COM BILLING DEPT. MEMORIAL DAY EVENT	GISGFIM INDEPENDENCE DAY DECORATIONS TAB	150.35	
			TOTAL FOR ACCOUNT		150.35
					=====
TOTAL for Celebration of Public Events					150.35
Propane for Parks					
01-201-31-829-508	2600647	COUNTY LINE FUEL OIL-VANDEERVEER HOUSE	VANDEVEER HOUSE 02/14/26	757.97	
			TOTAL FOR ACCOUNT		757.97
01-201-31-829-531	2600721	SUBURBAN PROPANE-2347 PRO-DOCHERTY PARK	PROPANE FOR DOCHERTY PARK 2/09/26	2,198.85	
			TOTAL FOR ACCOUNT		2,198.85
					=====
TOTAL for Propane for Parks					2,956.82
Fuel					
01-201-31-833-701	2600651	RESAVY, RICHARD GAS DEPARTMENTS	DIESEL FUEL FOR 2/23/26 STORM	1,112.21	
			TOTAL FOR ACCOUNT		1,112.21
					=====
TOTAL for Fuel					1,112.21
Utilities					
01-201-31-836-345	2600644	VERIZON WIRELESS CP SOCIAL SERVICES	SOCIAL SERVICES CELL 1/20/26-2/19/26	115.05	
			TOTAL FOR ACCOUNT		115.05
01-201-31-836-705	2600644	VERIZON WIRELESS CP FINANCE	FINANCE CELL 1/20/26-2/19/26	38.35	
			TOTAL FOR ACCOUNT		38.35
01-201-31-836-709	2600644	VERIZON WIRELESS CP INFOR TECH	IT CELL 1/20/26-2/19/26	68.37	
			TOTAL FOR ACCOUNT		68.37

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Account	P0 #	Vendor	Description	Payment	Account Total
Utilities					
01-201-31-836-715	2600644	VERIZON WIRELESS	ENGINEERING CELL 1/20/26-2/19/26	38.35	
	CP ENGINEERING		TOTAL FOR ACCOUNT		38.35
01-201-31-836-765	2600644	VERIZON WIRELESS	DPW CELL 1/20/26-2/19/26	746.00	
	CP DPW		TOTAL FOR ACCOUNT		746.00
01-201-31-836-785	2600644	VERIZON WIRELESS	HEALTH CELL 1/20/26-2/19/26	49.59	
	CP HEALTH		TOTAL FOR ACCOUNT		49.59
01-201-31-836-795	2600644	VERIZON WIRELESS	PARK & REC CELL 1/20/26-2/19/26	38.35	
	2600644	VERIZON WIRELESS	RECREATION CELL 1/20/26-2/19/26	68.54	
	CP RECREATION		TOTAL FOR ACCOUNT		106.89
TOTAL for Utilities				=====	1,162.60
Utilities					
01-201-31-839-701	2600655	VERIZON	250-782-962-0001-47 FOR 2/11/26-3/10/26	130.63	
	2600645	VERIZON	FIBER INTERNET CIRCUIT - FEBRUARY	1,017.65	
	VERIZON		TOTAL FOR ACCOUNT		1,148.28
01-201-31-839-709	2600657	COMCAST	8499 05 280 0558605 FOR 02/17/26-03/16/2	333.69	
	2600657	COMCAST	8499 05 280 0213177 FOR 02/11/26-03/10/2	14.95	
	2600657	COMCAST	8499 05 280 0257380 FOR 02/27/26-03/26/2	319.89	
	2600657	COMCAST	8499 05 280 0203673 FOR 02/26/26-03/25/2	59.84	
	2600657	COMCAST	8499 05 280 0558597 FOR 02/17/26-03/16/2	333.69	
	2600657	COMCAST	8499 05 280 0243091 FOR 02/13/26-03/12/2	333.69	
	2600659	COMCAST	70846306 FOR 2/15/26-3/14/26	5,186.45	
	2600657	COMCAST	8499 05 280 0173942 FOR 02/22/26-03/21/2	328.69	
	2600657	COMCAST	8499 05 280 0173942 FOR 02/22/26-03/21/2	328.69	
	2600657	COMCAST	8499 05 280 0244958 FOR 02/16/26-03/15/2	378.97	
	2600657	COMCAST	8499 05 280 0244578 FOR 02/20/26-03/19/2	333.69	
	INTERNET		TOTAL FOR ACCOUNT		7,952.24
01-201-31-839-745	2600656	BRIGHTSPEED	309514041 FOR 2/10/26-3/09/26	29.08	
	EMBARQ		TOTAL FOR ACCOUNT		29.08
TOTAL for Utilities				=====	9,129.60

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Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
GRANT FUND					
Clean Communities Grant					
	2600555	COUNTY OF SOMERSET	100 Community Resource Guide = English	100.60	
	2600555	COUNTY OF SOMERSET	60 cards=15 sheets laminated cards= Hind	22.28	
	2600230	MONTGOMERY TOWNSHIP	Nursing services :CDRSS	1,491.08	
	2600555	COUNTY OF SOMERSET	50 Community Resource Guide = Spanish	50.30	
02-213-25-330-622-000		<i>Strengthening Local Public Health Capacity Grant</i>	TOTAL FOR ACCOUNT		1,664.26
				=====	
TOTAL for Clean Communities Grant					1,664.26
Enhancing Local Public Health					
	2600517	WOJCIECHOWSKI, ALANA PEGGY	Sustaining Local Public Health	2,265.00	
02-213-24-363-785-280		<i>Prof. Svcs. Contract - Sustaining LPH (7</i>	TOTAL FOR ACCOUNT		2,265.00
				=====	
TOTAL for Enhancing Local Public Health					2,265.00
RECREATION TRUST					
Recreation - Winter Youth Programs					
	2600368	SCREEN STYLES	Wrestling Shirts	1,759.00	
	2600450	CROWN TROPHY OF FLEMINGTON	Plaques/Trophies	179.75	
03-270-56-854-795-802		<i>Winter Youth Wrestling</i>	TOTAL FOR ACCOUNT		1,938.75
	2600378	WB MASON CO, INC.	Powder Free Gloves X Large	10.98	
	2600378	WB MASON CO, INC.	Banquet Size Plastic Tableclothes	26.99	
	2600625	SNMP PARTNERS LLC D/B/A	Recreation Fees	-450.00	
	2600378	WB MASON CO, INC.	Powder Free Gloves Large	5.49	
	2600625	SNMP PARTNERS LLC D/B/A	Virtual Reality 3D World	2,250.00	
	2600561	FRESH THEATRE ARTS	2026 Winter Program Peter Pan	5,000.00	
	2600378	WB MASON CO, INC.	Creativity Street Regular Craft Sticks	12.29	
03-270-56-854-795-803		<i>Winter Youth Programs</i>	TOTAL FOR ACCOUNT		6,855.75
				=====	
TOTAL for Recreation - Winter Youth Programs					8,794.50
GENERAL CAPITAL					
Capital					
	2402157	CORNERSTONE ARCHITECTURAL GRP	ARCHITECT FOR MUNICIPAL BUILDING ENTRANC	206.50	
04-215-55-240-502		<i>Municipal Entrance Door Repair ORD2024-12</i>	TOTAL FOR ACCOUNT		206.50

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Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
GENERAL CAPITAL					
Capital					
TOTAL for Capital					=====
					206.50
Road Improvements					
2503294 PENNONI ASSOCIATES, INC. DESIGN PLANS& SPECIFICATIONS AND BIDDING				9,900.00	
04-215-55-241-901		Soft Costs Bond Ord 2024-04 Road Improvements	TOTAL FOR ACCOUNT		9,900.00
TOTAL for Road Improvements					=====
					9,900.00
Bond Ordinance 2025-08 Section 20 Costs					
2503432 GABRIELLI TRUCK SALES 2026 MACK GRANITE GR42 SINGLE AXLE PLOW				183,457.01	
04-215-55-250-200		Acquisition of DWP vehicles/equipment	TOTAL FOR ACCOUNT		183,457.01
2600569 FOVEONICS Pickup, Preparation and Imaging of Files				3,992.53	
2600576 FOVEONICS Back File Conversion				57,724.57	
04-215-55-250-402		Archiving of Municipal Records	TOTAL FOR ACCOUNT		61,717.10
2503880 CORNERSTONE ARCHITECTURAL GRP LAND SURVEYING-BOUNDARY, TOPOGRAPHY & UT				7,162.00	
2503233 CORNERSTONE ARCHITECTURAL GRP ARCHITECTURAL FEASIBILITY STUDY SERVICES				9,750.00	
2503136 CORNERSTONE ARCHITECTURAL GRP Architectural Design Services for PD Pro				6,500.00	
2503136 CORNERSTONE ARCHITECTURAL GRP Architectural Design Services for PD Pro				4,653.00	
04-215-55-250-999		Bond Ordinance 2025-08 - Section 20 Costs	TOTAL FOR ACCOUNT		28,065.00
TOTAL for Bond Ordinance 2025-08 Section 20 Costs					=====
					273,239.11
OTHER TRUST					
Finance					
2600660 WEX HEALTH FSA OUTSIDE EXPENSES - FEBRUARY 2026				74.67	
12-261-56-705-940		Health Benefits Exps	TOTAL FOR ACCOUNT		74.67
TOTAL for Finance					=====
					74.67

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Construction					
12-231-56-725-940	2600649	PENNONI ASSOCIATES, INC.	HAMILTON RD BL 183.05 L 35	330.00	
		<i>Affordable Housing Exps</i>	TOTAL FOR ACCOUNT		330.00
12-291-56-725-410	2600620	SCHWEERS, KEVIN	NJBOA Meeting 2-25-26	30.00	
	2600619	MAZZAGATTI, DOMINICK	NJBOA Meeting 2-25-26	30.00	
	2600643	FIEDLER, JOHN	NJBOA Meeting 2-25-26	30.00	
		<i>Conferences & Meetings (Construction Violation)</i>	TOTAL FOR ACCOUNT		90.00
12-291-56-725-420	2600451	SABRINA'S COFFEE DELI	Bldg Dept Lunch SDL Training	570.00	
		<i>Education & Training (Construction Violation)</i>	TOTAL FOR ACCOUNT		570.00
12-291-56-725-940	2600324	PDQ AUTO SUPPLY, INC	Floor Mats	2,547.20	
	2600578	LOWES HOME CENTERS	Drop Cloths	56.88	
	2600640	YOURMEMBERSHIP.COM, INC	Job Posting for Electrical, Plmb & Fire	324.00	
		<i>Misc. Exps (Construction Violation)</i>	TOTAL FOR ACCOUNT		2,928.08
TOTAL for Construction				=====	3,918.08
DPW Streets & Roads					
12-295-56-765-942	2502897	PENNONI ASSOCIATES, INC.	PROFESSIONAL SERVICES FOR WATERSHED INVE	19,100.00	
	2502896	PENNONI ASSOCIATES, INC.	2025 ROADWAY CONDITION ASSESSMENT	16,900.00	
	2502898	PENNONI ASSOCIATES, INC.	MS4 INFRASTRUCTURE MAPPING AS PREQUIRED	16,865.00	
		<i>Stormwater Exps</i>	TOTAL FOR ACCOUNT		52,865.00
TOTAL for DPW Streets & Roads				=====	52,865.00
PUBLIC ASSISTANCE TRUST					
Social Services					
	2600516	WEIS MARKETS	CREDIT	-10.00	
	2600599	WEIS MARKETS	WQ BRD 16Z WH WHE	25.70	
	2600418	WEIS MARKETS	WQ LARGE EGGS 12	60.00	
	2600599	WEIS MARKETS	HILLANDALE LQ EGGS	80.00	
	2600516	WEIS MARKETS	WQ BRD 16Z WH WHE	38.55	
	2600516	WEIS MARKETS	WQ BRD ROUND TOP W	20.85	
	2504108	WEIS MARKETS	Weis Markets Thanksgiving Vouchers for C	9,125.00	
	2600599	WEIS MARKETS	SC WRP \$10.00 OFF \$50.00	-10.00	
	2600599	WEIS MARKETS	SC FOR BUTTER	-38.70	
	2600418	WEIS MARKETS	WQ MILK 5GAL	68.70	
	2600599	WEIS MARKETS	WQ MILK .5GAL	91.60	
	2600516	WEIS MARKETS	WQ BUTTER	113.70	

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Account	P0 #	Vendor	Description	Payment	Account Total
PUBLIC ASSISTANCE TRUST					
Social Services					
	2600599	WEIS MARKETS	WQ BRD ROUND TOP W	27.80	
	2600418	WEIS MARKETS	WQ BRD 16Z WH WHE	25.70	
	2600418	WEIS MARKETS	WQ BRD ROUND TOP W	27.80	
	2600418	WEIS MARKETS	SC WRP \$10 off \$50	-10.00	
	2600418	WEIS MARKETS	WQ BUTTER	113.70	
	2600516	WEIS MARKETS	WQ LARGE EGGS 12	80.00	
	2600516	WEIS MARKETS	WQ MILK .5GAL	91.60	
	2504110	WEIS MARKETS	Weis Markets Winter Holiday Vouchers for	10,500.00	
	2600599	WEIS MARKETS	WQ BUTTER	113.70	
16-295-56-345-300		PATF - FOOD PURCHASES	TOTAL FOR ACCOUNT		20,535.70
TOTAL for Social Services					=====
					20,535.70
ESCROW					
Escrow Disbursement					
	2600633	ATLANTIC REALTY DEV CORP	release of cash bond for High Branch Est	10,785.04	
20-286-56-0059-99		DISBURSEMENTS - HIGH BRANCH LAND CASH BOND	TOTAL FOR ACCOUNT		10,785.04
TOTAL for Escrow Disbursement					=====
					10,785.04
DEPARTMENT 006					
	2600633	ATLANTIC REALTY DEV CORP	release of cash escrow for High Branch E	500.00	
20-286-56-0060-99		DISBURSEMENTS - HIGH BRANCH WINTER C.O.	TOTAL FOR ACCOUNT		500.00
TOTAL for DEPARTMENT 006					=====
					500.00
Escrow Disbursement					
	2600589	CURRENT ACCOUNT	release of engineering inspection fees f	104.85	
	2600633	ATLANTIC REALTY DEV CORP	release of engineering inspection fees f	11,284.59	
20-286-56-0272-99		DISBURSEMENTS - GLEN-SECTION A	TOTAL FOR ACCOUNT		11,389.44
TOTAL for Escrow Disbursement					=====
					11,389.44

List of Bills (Department/Account Detail) - (All Funds)

Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Escrow Disbursement					
	2600589	CURRENT ACCOUNT	release of engineering inspection fees f	104.85	
	2600633	ATLANTIC REALTY DEV CORP	release of engineering inspection fees f	2,195.17	
20-286-56-0284-99		<i>DISBURSEMENTS - HIGH BRANCH LAND-INSPECTION</i>	TOTAL FOR ACCOUNT		2,300.02
				=====	
TOTAL for Escrow Disbursement					2,300.02
Escrow Disbursement					
	2600572	PENNONI ASSOCIATES, INC.	21-PB-09-MSPV (Remand) (HARVARDPL)	55.00	
	2600587	CURRENT ACCOUNT	21-PB-09-MSPV (Remand) (HARVARDPL)	212.40	
20-286-56-0651-99		<i>DISBURSEMENTS - HARVARD WAY JMJ4 LLC 21PB09MSV</i>	TOTAL FOR ACCOUNT		267.40
				=====	
TOTAL for Escrow Disbursement					267.40
Escrow Disbursement					
	2600572	PENNONI ASSOCIATES, INC.	21-PB-16-MJV (2025) (MMREALTYPL)	5,180.00	
20-286-56-0762-99		<i>DISBURSEMENTS - M&M REALTY PARTNERS 21PB16MJ</i>	TOTAL FOR ACCOUNT		5,180.00
				=====	
TOTAL for Escrow Disbursement					5,180.00
Escrow Disbursement					
	2600587	CURRENT ACCOUNT	BA-23-12 (ROBERTSPL)	453.53	
20-286-56-0844-99		<i>DISBURSEMENTS - Roberts Rd 21 LLC BA-23-12</i>	TOTAL FOR ACCOUNT		453.53
				=====	
TOTAL for Escrow Disbursement					453.53
Escrow Disbursement					
	2600618	ANS CONSULTANTS INC	2 cylinders testing for Toll Bros	41.00	
20-286-56-1103-99		<i>DISBURSEMENTS - TOLLPRIVIN - Toll Bros Private Ins</i>	TOTAL FOR ACCOUNT		41.00
				=====	
TOTAL for Escrow Disbursement					41.00

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Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Escrow Disbursement					
	2600572	PENNONI ASSOCIATES, INC.	24-PB-09-MSV (GRNCAREPB)	330.00	
	2600623	BERNSTEIN,ERIC M.& ASSOC.L.L.C	PB escrow invoices - 24-PB-09-MSV (GRNCA	950.00	
	2600623	BERNSTEIN,ERIC M.& ASSOC.L.L.C	24-PB-09-MSV (GRNCAREPB)	2,109.00	
20-286-56-1110-99		DISBURSEMENTS - GRNCAREPB - Green Care Farms 24-PB	TOTAL FOR ACCOUNT		3,389.00
	2600587	CURRENT ACCOUNT	20-PB-13-MSP (FPHILLSPL)	26.53	
20-286-56-1119-99		DISBURSEMENTS - FPHILLSPL - Campus/FP Hillsborough	TOTAL FOR ACCOUNT		26.53
TOTAL for Escrow Disbursement				=====	3,415.53
Escrow Disbursement					
	2600587	CURRENT ACCOUNT	24-PB-11-MSPV (CRANEFARPL)	424.80	
	2600601	PENNONI ASSOCIATES, INC.	PB escrow invoice - 24-PB-11-MSPV (CRANE	2,867.00	
20-286-56-1120-99		DISBURSEMENTS - CRANEFARPL - Dukes Parkway E 24-PB	TOTAL FOR ACCOUNT		3,291.80
TOTAL for Escrow Disbursement				=====	3,291.80
Escrow Disbursement					
	2600587	CURRENT ACCOUNT	25-PB-03-SV (HDURLINGPL)	292.05	
20-286-56-1172-99		DISBURSEMENTS - HDURLINGPL - Estate of Harriet Dur	TOTAL FOR ACCOUNT		292.05
TOTAL for Escrow Disbursement				=====	292.05
Escrow Disbursement					
	2600533	ANS CONSULTANTS INC	2 Cylinder testing/Gateway Development	41.00	
20-286-56-1192-99		DISBURSEMENTS - GATEWAY929 - Gateway @ 929 Rt 202	TOTAL FOR ACCOUNT		41.00
TOTAL for Escrow Disbursement				=====	41.00
Acquisition of Mindel Property					
	2600587	CURRENT ACCOUNT	BA-25-03 (TUCKPB)	60.78	
	2600637	WOOLSON ANDERSON PEACH, P.C.	BOA escrow invoice - BA-25-03 (TUCKPB)	181.50	
	2600638	PENNONI ASSOCIATES, INC.	BOA escrow invoice - BA-25-03 (TUCKPB)	165.00	
20-286-56-1210-99		DISBURSEMENTS - TUCKPB - Wayne/Denise Tuck, File B	TOTAL FOR ACCOUNT		407.28

List of Bills (Department/Account Detail) - (All Funds)
Meeting Date: 03/10/2026 For bills from 02/21/2026 to 03/05/2026

Account	P0 #	Vendor	Description	Payment	Account Total
Acquisition of Mindel Property					
TOTAL for Acquisition of Mindel Property					407.28
Escrow Disbursement					
20-286-56-1228-99	2600587	CURRENT ACCOUNT	BA-25-07 (FGATESPB)	60.78	
		DISBURSEMENTS - FGATESPB - FRED GATES, FILE BA-25-	TOTAL FOR ACCOUNT		60.78
TOTAL for Escrow Disbursement					=====
					60.78
P.I.L.O.T.					
20-286-56-1236-99	2600587	CURRENT ACCOUNT	Q4 2025 Planning Transfers - BA-25-08 (J	60.78	
		DISBURSEMENTS - JWBEARDPB - FILE BA-25-08 BEARD	TOTAL FOR ACCOUNT		60.78
TOTAL for P.I.L.O.T.					=====
					60.78
Escrow Disbursement					
20-286-56-1248-99	2600587	CURRENT ACCOUNT	BA-25-11 (BRAPPEALPB)	75.97	
		DISBURSEMENTS - BRAPPEALPB - FILE BA-25-11 APPEAL	TOTAL FOR ACCOUNT		75.97
TOTAL for Escrow Disbursement					=====
					75.97
Escrow Disbursement					
20-286-56-1264-99	2600572	PENNONI ASSOCIATES, INC.	25-PB-19-SV (480LUTZKYPL)	645.00	
		DISBURSEMENTS - 480LUTZKYPL - FILE 25-PB-19-SV 480	TOTAL FOR ACCOUNT		645.00
TOTAL for Escrow Disbursement					=====
					645.00