



PRINCETON
MAYOR AND COUNCIL OF PRINCETON
AGENDA • OCTOBER 26, 2015

Regular Meeting

Main Council Room

6:00 PM

400 Witherspoon Street, Princeton, NJ 08540

I. STATEMENT CONCERNING NOTICE OF MEETING

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. 6:00 P.M. CLOSED SESSION

1. 15-305COAH Litigation

2. Negotiations: Legal Services, Professional Services Agreements

V. 7:00 P.M. OPEN SESSION

VI. PRESENTATION

1. Wendy Mager, Friends of Princeton Open Space - Footbridges, \$50,000 Grant Award

VII. COMMENTS FROM THE PUBLIC

VIII. REPORTS

1. August 2015 Police Report

2. Paul Ominsky, Princeton University Public Safety, Weapon Policy

3. Third Quarter Revenue & Expenditure Report

4. COAH Status Update

IX. WORK SESSION

1. Review of 2016 Budget Calendar

2. 15-306Resolution to Adopt 2016 Budget Calendar

3. Policy Guidance 2016 Budget

X. RESOLUTIONS

1. 15-307 Confirming Sewer Assessment for 210 Terhune Road
2. 15-308 Repurchase of Affordable Housing Units, 218 Brickhouse Road, \$78,000.00 and 105 Hamilton Avenue \$100,264.00
3. 15-309 Resolution of the Mayor and Council of Princeton Authorizing Final Change Order For Trap Rock Industries, LLC. - Road Materials Contract in the Amount of \$390,000.00
4. 15-310 Fair Share Agreement with Lawrence Township for the Purchase of a New Leaf Turner in an Amount Not to Exceed \$52,015.00

XI. CONSENT AGENDA

1. Bills & Claims
2. Performance/Maintenance Guarantee: Hun School of Princeton, Release of the Performance Bond and Cash Portion in the Amount of \$586,516.50 for the Global Commons and Residential Life Building, Block 8203 Lot 1 and Block 9301 Lot 21 Preliminary and Final Major Site Plan, Contingent Receipt of Two Year Maintenance Bond in the Amount of \$87,977.48 Which is 15% of the Original Performance Guarantee
3. Performance/Maintenance Guarantee: Princeton University - Parking Lot 17; Block 10801, Lot 1 Extension of Time to May 31, 2016
4. 15-311 Bid Rejection - Fall Planting Project 2015
5. 15-312 Resolution Authorizing a Professional Services Agreement for Dr. Sonia Sethi, Pediatrician Services Princeton Well Baby - Child Health Conference, November 1, 2015 to December 31, 2015, Not to Exceed \$3,580.00
6. 15-313 Resolution for Affordable Housing Unit, 233 Brickhouse Road, for an Additional Sum of \$7,000.00 from the Affordable Housing Trust Fund
7. 15-314 Resolution for Lease Extension of 132 Brickhouse Road to December 1, 2016
8. 15-315 Resolution Authorizing Affordable Housing Assistance for 52A Leigh Avenue in the Amount of \$3,091.64
9. 15-316 Resolution Authorizing Downpayment Assistance Loan #57, 269 Griggs Drive in the Amount Not to Exceed \$5,000.00
10. 15-317 Resolution for a Banner Request Over Washington Road, Womenspace, Communities of Light, November 30 to December 7, 2015
11. 15-318 Resolution for Newspaper Vending Machine - Trenton Times

12. 15-319 Resolution Approving Firefighter Associate Membership Application for Ryan Buckley

13. 15-320 Resolution Appointments Boards & Commissions

XII. CLOSED SESSION (CONTINUATION OF ABOVE IF NECESSARY)

1. 15-321 Closed Session

XIII. ADJOURNMENT



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

RESOLUTION 15-305

COAH Litigation

RESOLUTION
TO GO INTO CLOSED SESSION
(Open Public Meetings Act Sec.3)

BE IT RESOLVED by the Mayor and Council of Princeton:

1. This body will now convene into a closed session that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7B of the Open Public Meetings Act.

2. The general nature of the subject or subjects to be discussed in said session is as follows:
 - COAH Litigation
 - Negotiations: Legal Services, Professional Services Agreements

3. Stated as precisely as presently possible, the following are the time when and the circumstances under which the discussion conducted at said session can be disclosed to the public:

Within 90 days or upon settlement of litigation, if applicable



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

AGENDA ITEM

Negotiations: Legal Services, Professional Services Agreements



Mayor and Council

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AGENDA ITEM

**Wendy Mager, Friends of Princeton Open Space - Footbridges,
\$50,000 Grant Award**



Mayor and Council

400 Witherspoon Street
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Meeting: 10/26/15 06:00 PM
Department: Police Department

AGENDA ITEM

August 2015 Police Report

ATTACHMENTS:

- [augustreport](#) (PDF)

PRINCETON POLICE
DEPARTMENT
CHIEF'S MONTHLY REPORT



AUGUST
2015

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Princeton Police Department

1 Valley Road, Princeton, NJ 08540

Phone: (609)921-2100 / Fax: (609)924-8197

Juvenile Report August 2015

Juveniles Petitioned to Family Court

A seventeen year old boy was charged with Possession of a Controlled Dangerous Substance and issued a Motor Vehicle summons for having a Controlled Dangerous Substance in a Motor Vehicle when he and an adult were discovered in Smoyer Park after it was closed to the public.

A fourteen year old boy, currently on probation for an unrelated offense, was petitioned after he stole a bicycle from the area of the Princeton High School.

Juveniles Afforded a Station House Adjustment

A thirteen year old boy was afforded a Station House Adjustment after he stole an unlocked bicycle from the Princeton Public Library rack.

Family Crisis/Juvenile Mental Health Issues

A seventeen year old boy struck his twelve year old brother in the face, poked his mother in the forehead and grabbed her from behind while in their residence. Intervention and services were offered and refused by the family as he was already under the care of a counselor.

A fourteen year old girl ran away from home in the middle of the night after having an argument over a cell phone. Subsequent investigation located her at a house in Trenton and she was turned over to the custody of her parents the next day.

Juvenile Incidents

Police responded to the Riverside Elementary School to investigate an activation of the burglar alarm and discovered a 12 year old girl had entered through an unsecure door. She was turned over to her mother with a curbside warning as she was a former student of the school looking for her previous teacher and there was no malicious intent.

SAFE NEIGHBORHOOD BUREAU

AUGUST 2015

August 6th- Went to Mansfield PD to meet with Lt. Campbell in order to gather information pertaining to background investigations for police officer candidates.

August 12th- Hosted a School Administration Breakfast Meeting to discuss swatting and promote positive interaction between the schools and the PD.

August 12th- Attended a presentation about bullying with members of the Tyler Clementi Foundation.

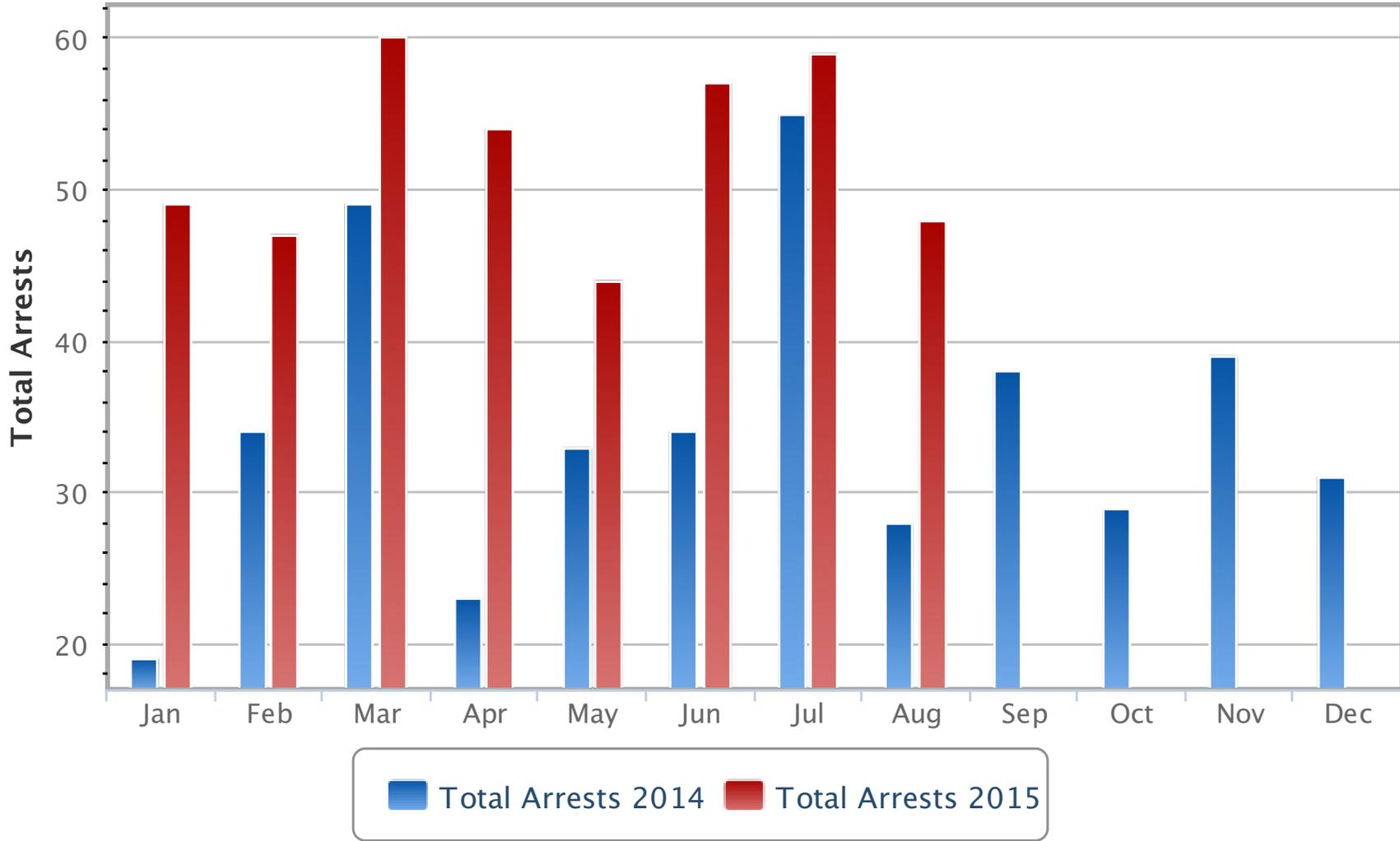
August 13th- Took part in the Princeton Theological Seminary Tours.

August 19th- Conducted a station tour for an international group affiliated with the YMCA.

August 26th- Conducted a station tour for 3-5 year olds from the YMCA.

SNB installed and inspected 2 car seats.

Total Arrests



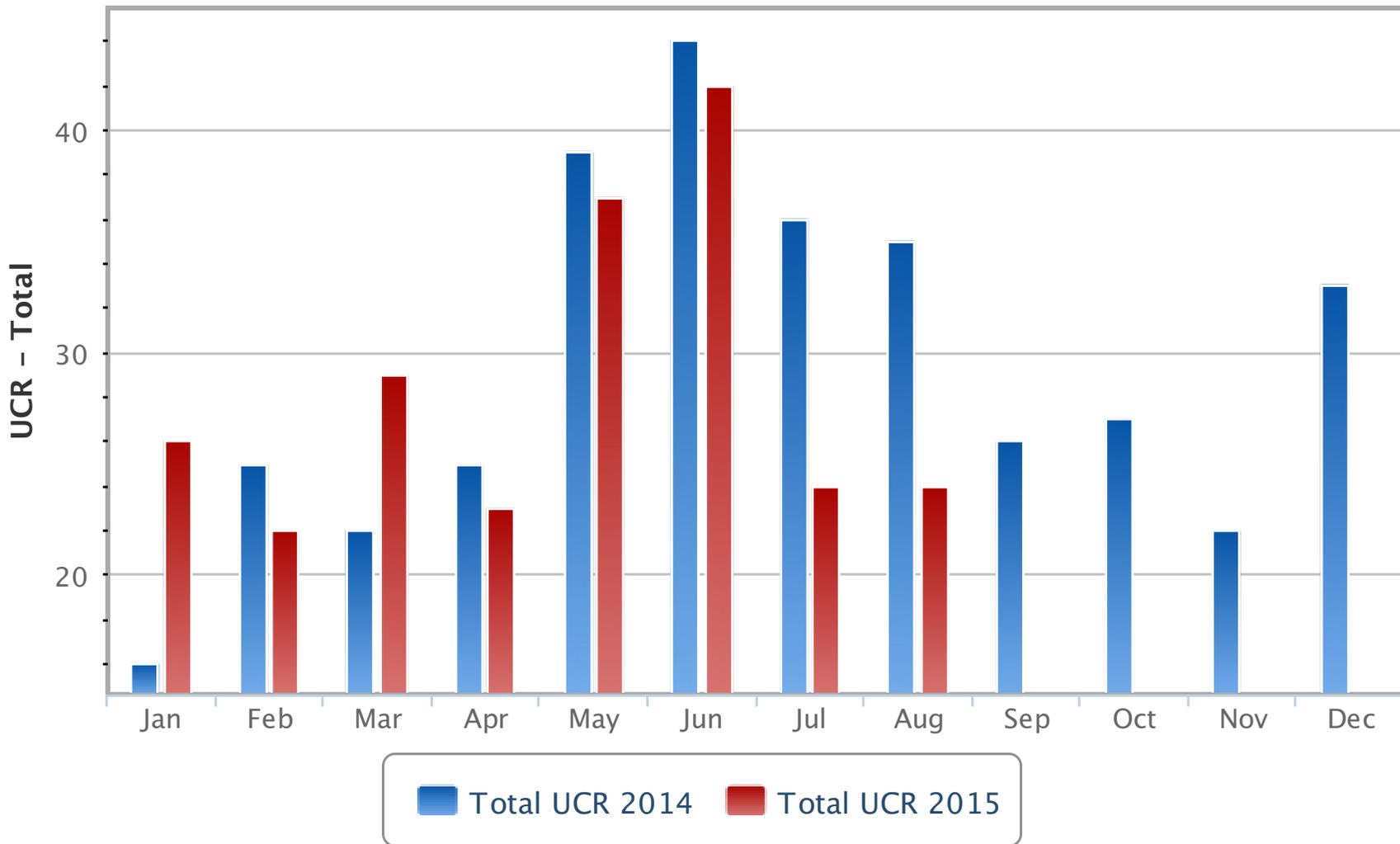
2015 TOTAL ARRESTS

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2015
Arrests	49	47	60	54	44	57	59	48					418

2014 TOTAL ARRESTS

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Arrests	19	34	49	23	33	34	55	28	38	29	39	31	412

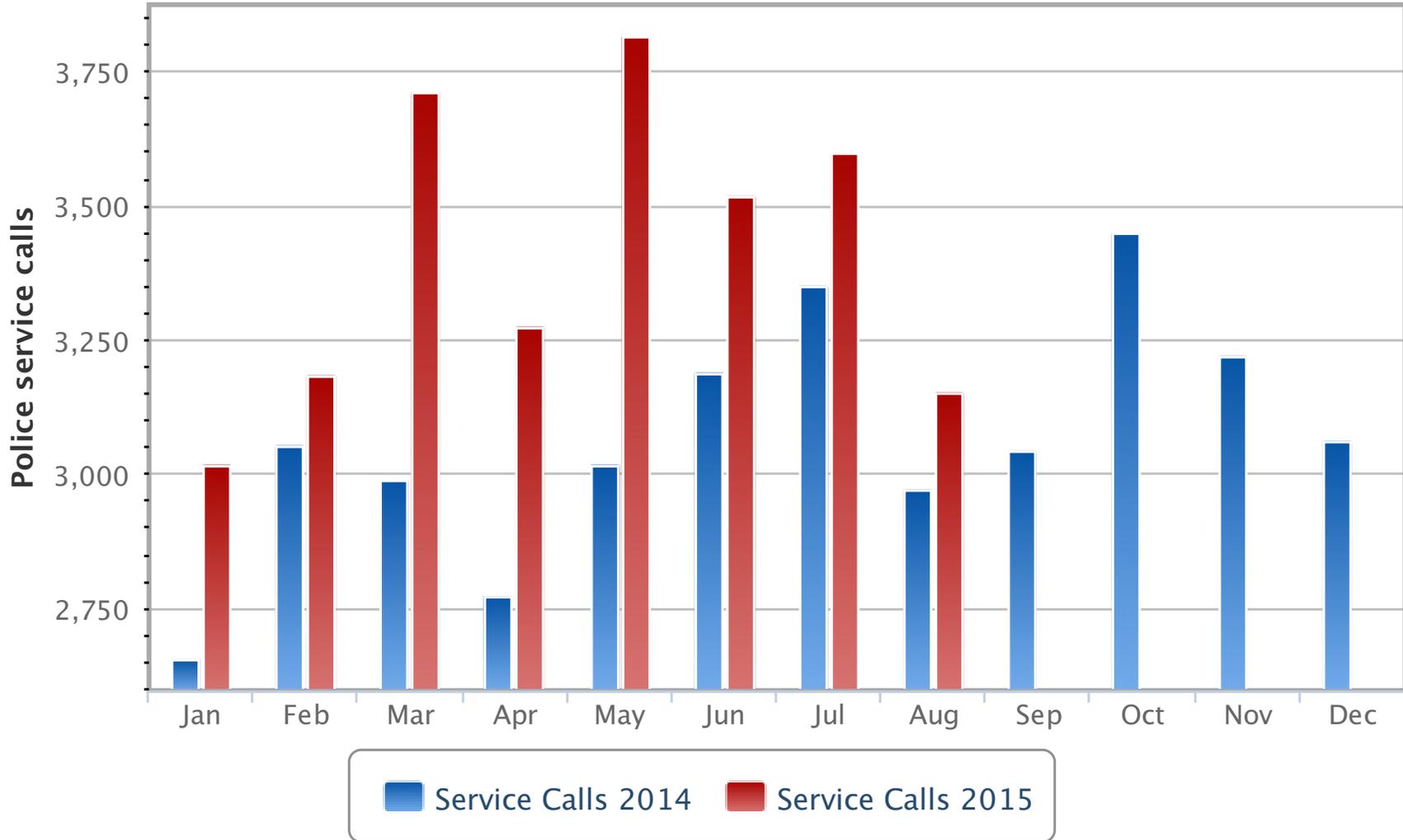
Total UCR



AUGUST UCR

UCR TYPE	AUGUST 2014	AUGUST 2015	YTD 2015
Arson	0	0	0
Assault	8	10	43
Burglary	4	2	31
Homicide	0	0	0
Larceny	23	12	147
Motor Vehicle Theft	0	0	3
Rape	0	0	1
Robbery	0	0	2
TOTAL	35	24	227

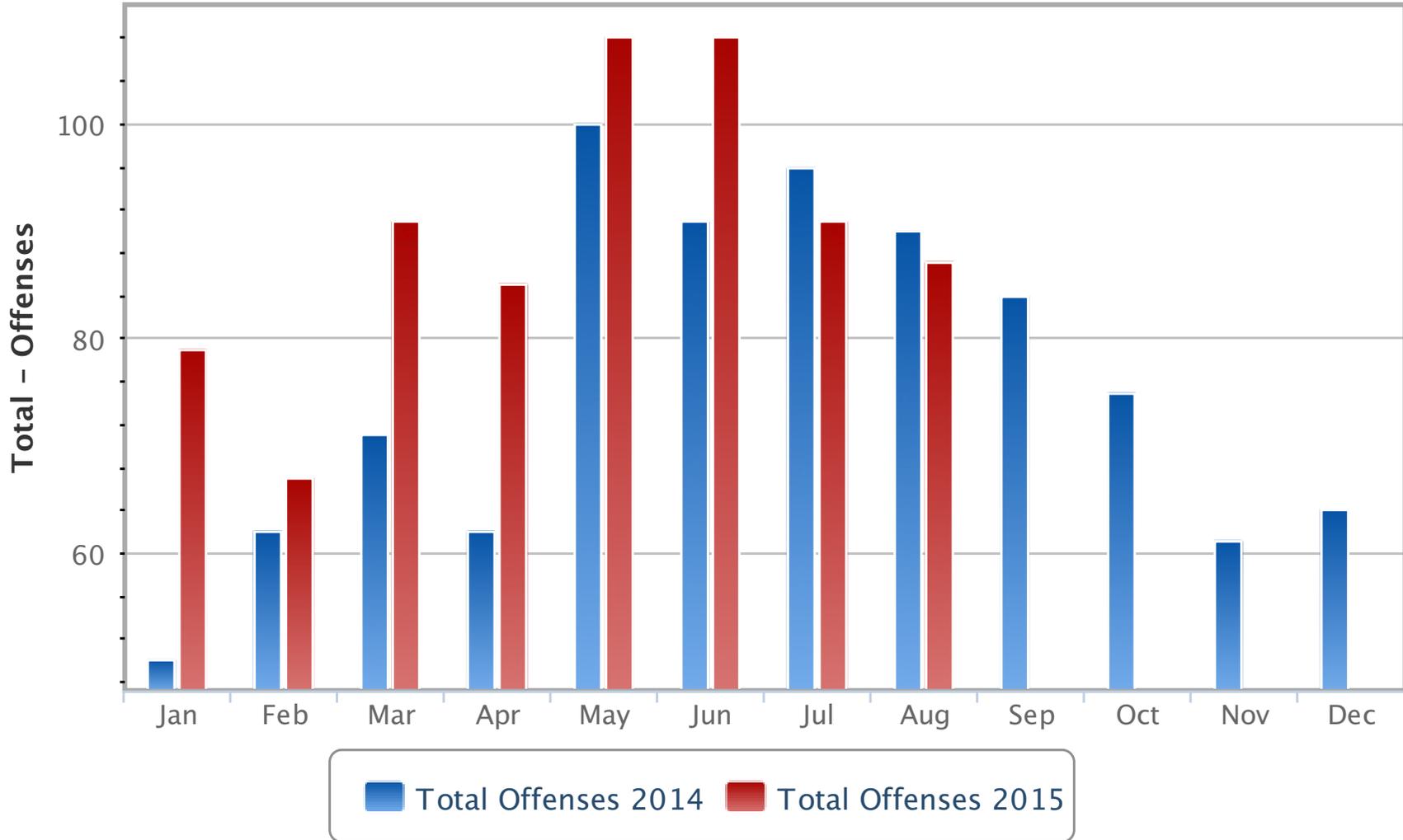
Service Calls Total



SERVICE CALLS

Service Calls	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2015	3,017	3,181	3,711	3,273	3,812	3,517	3,598	3,150				
2014	2,653	3,049	2,987	2,769	3,017	3,185	3,347	2,969	3,044	3,447	3,219	3,058

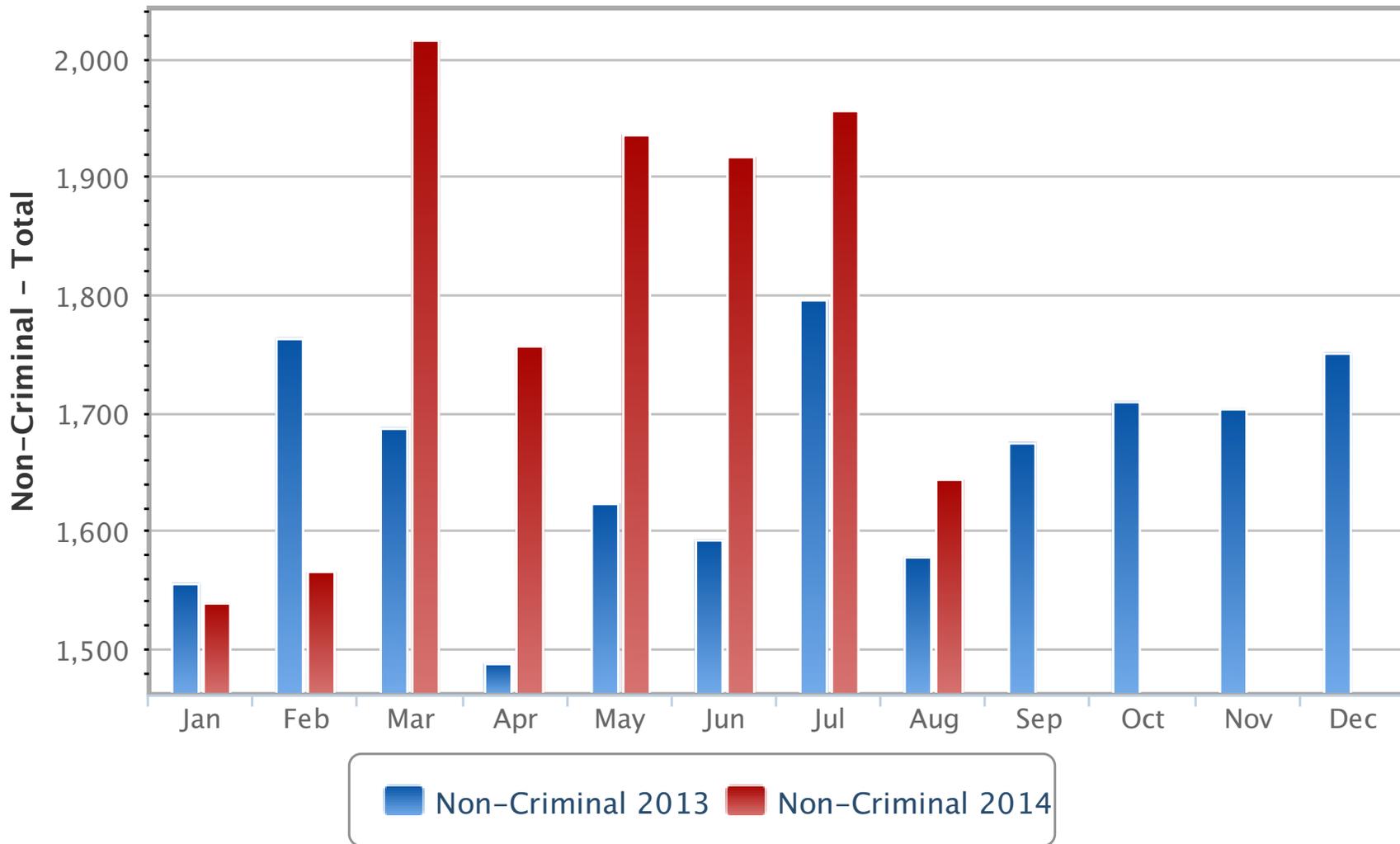
Total Offenses



AUGUST OFFENSES

OFFENSE TYPE	AUGUST 2014	AUGUST 2015	YTD 2015
Assault/Aggravated	1	0	8
Assault/Simple	7	10	35
Burglary	4	2	31
Criminal Mischief	6	8	59
DUI	5	3	38
Fraud	1	6	37
Harassment	14	16	94
Juvenile Family Crisis	4	1	15
Motor Vehicle Theft	0	0	3
Robbery	0	0	2
Sexual Assault	0	0	7
Shoplifting	5	1	17
Soliciting W/Out Permit	3	2	13
Theft	23	12	147
Theft by Deception	2	1	10
Threat/Improper Influence	0	0	2
Warrant Arrest	15	25	198
TOTAL	90	87	716

Non-Criminal Incidents



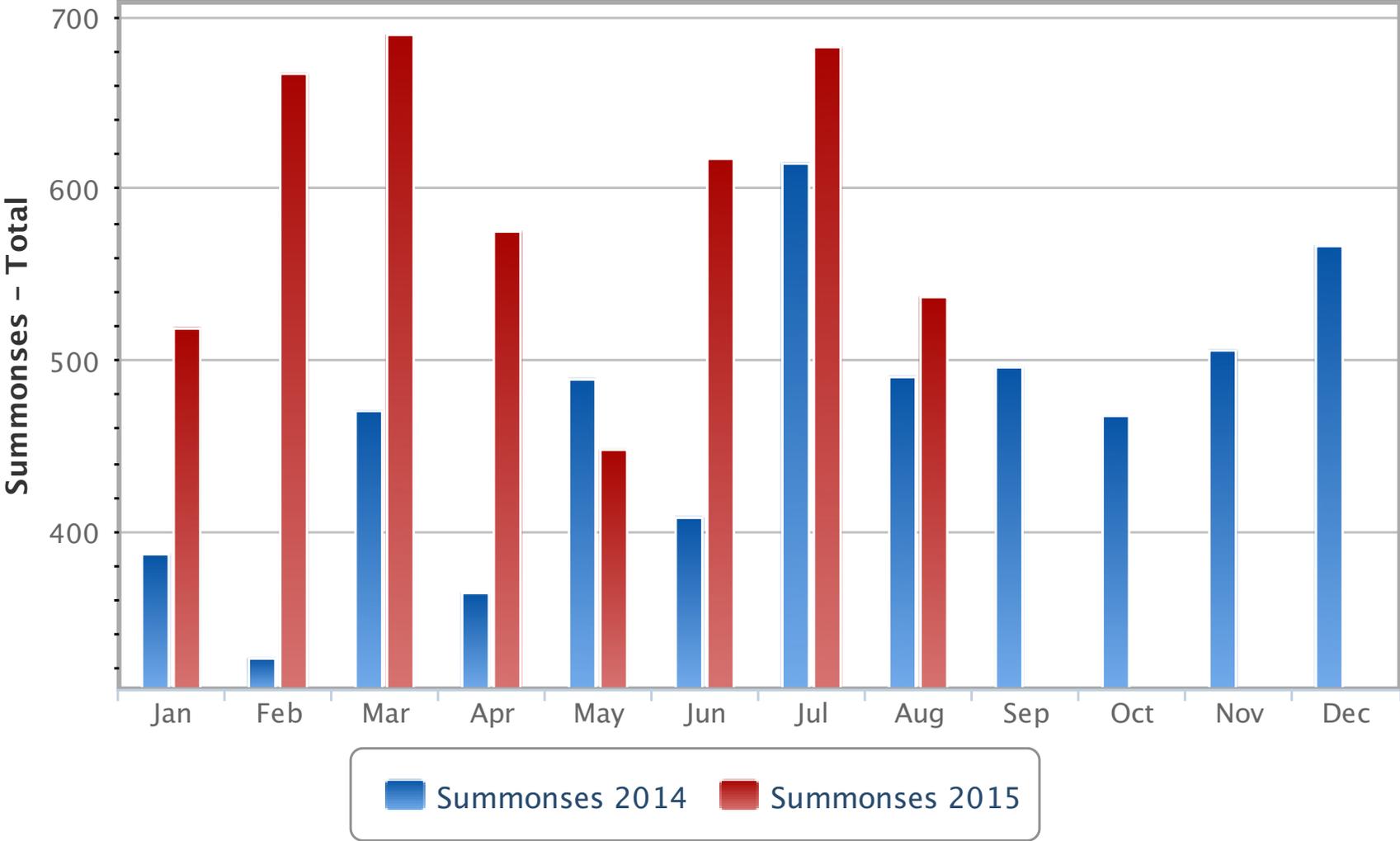
AUGUST NON-CRIMINAL INCIDENTS

NON-CRIMINAL INCIDENTS	AUGUST 2014	AUGUST 2015	YTD 2015
Alarms Auto	0	0	9
Alarms Burglary	4	0	5
Alarms Commercial Burglary	43	47	364
Alarms Commercial Fire	24	20	142
Alarms Fire	6	0	14
Alarms Maintenance	0	0	0
Alarms Medical	2	3	28
Alarms Other	6	6	48
Alarms Panic	8	9	50
Alarms Residential Burglary	79	79	563
Alarms Residential Fire	11	19	113
Animal Complaints	127	47	376
Building Check	2	1	53
Business Disputes	3	0	17
Disabled Vehicle	18	29	312
Emotionally Disturbed Person	2	3	40
Escorts Traffic	3	0	5
Fingerprints	8	8	63
Fire (Other) Odor of Smoke	1	4	41
Fire Commercial	1	0	1
Fire Dwelling	3	0	6
Fire False	0	0	0
Fire Vehicle	1	4	6
Firearms Background	6	4	33
Foot Patrol	26	40	454
Found Bicycles	4	5	21
Found Property	20	16	122
Gas Leaks/Explosion	6	4	27
Intoxicated Person	1	2	13
Landlord/Tenant	2	0	6
Littering	0	0	4
Lockout/MV	18	22	132
Lockout/Residence	1	1	12
Lost Property	4	8	51
Medical Call	131	137	1,365
Missing Person	7	1	26
Motor Vehicle Complaint	13	8	82
Motor Vehicle Incident	7	1	38

AUGUST NON-CRIMINAL INCIDENTS

NON-CRIMINAL INCIDENTS	AUGUST 2014	AUGUST 2015	YTD 2015
Motor Vehicle Stop	640	813	6,443
MVA	0	0	0
MVA Involving Injury	10	8	73
MVA No Injury	66	62	537
MVA No Report	4	5	38
MVA With Bicycle	1	3	6
MVA With Deer	4	3	19
MVA With Pedestrian	1	0	16
Noise Complaint	28	29	135
Notifications	13	4	66
Parking Complaints	69	78	557
Prisoner Transport	1	0	10
School Crossing	0	0	331
School Detail	0	0	437
Service of Subpoena	0	0	4
Suspicious Incidents	29	21	224
Suspicious Package	0	0	0
Suspicious Person	23	21	112
Suspicious Vehicle	27	23	161
Traffic Hazard	7	4	68
Tree Down	5	4	39
Unattended Death	0	0	10
Unwanted Person	8	6	40
Urinating in Public	0	0	7
Vacant House Check	1	4	153
Welfare Check	23	18	142
Wire/Pole Down	5	10	60
Non-Criminal – TOTAL	1,578	1,644	14,330

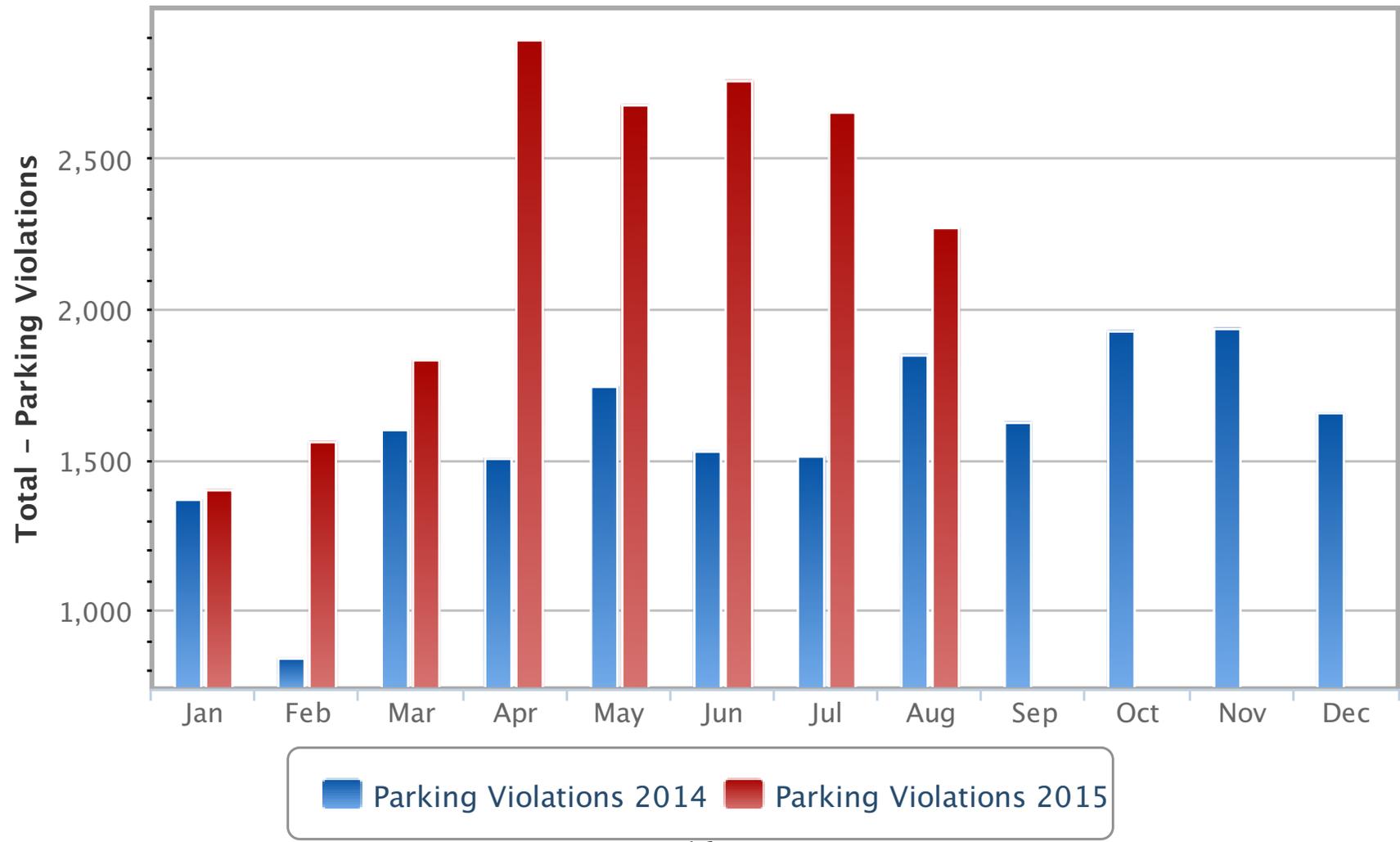
Summonses - Total



AUGUST SUMMONSES

SUMMONS TYPE	AUGUST 2014	AUGUST 2015	YTD 2015
All Other	148	166	1,457
Careless Driving	42	34	326
Cell Phone	22	14	154
Driving While Intoxicated	5	3	39
Driving While Suspended	23	43	291
Failure to Exhibit Documents	20	10	144
Failure to Inspect	20	16	328
Failure to Wear Seatbelt	23	21	167
Failure to Yield to Pedestrian in Crosswalk	8	8	51
Maintenance of Lamps	12	20	207
Speeding	76	81	612
Uninsured Motorist	10	8	121
Unlicensed Driver	11	13	147
Unregistered Vehicle	70	100	692
Total Summonses	490	537	4,736

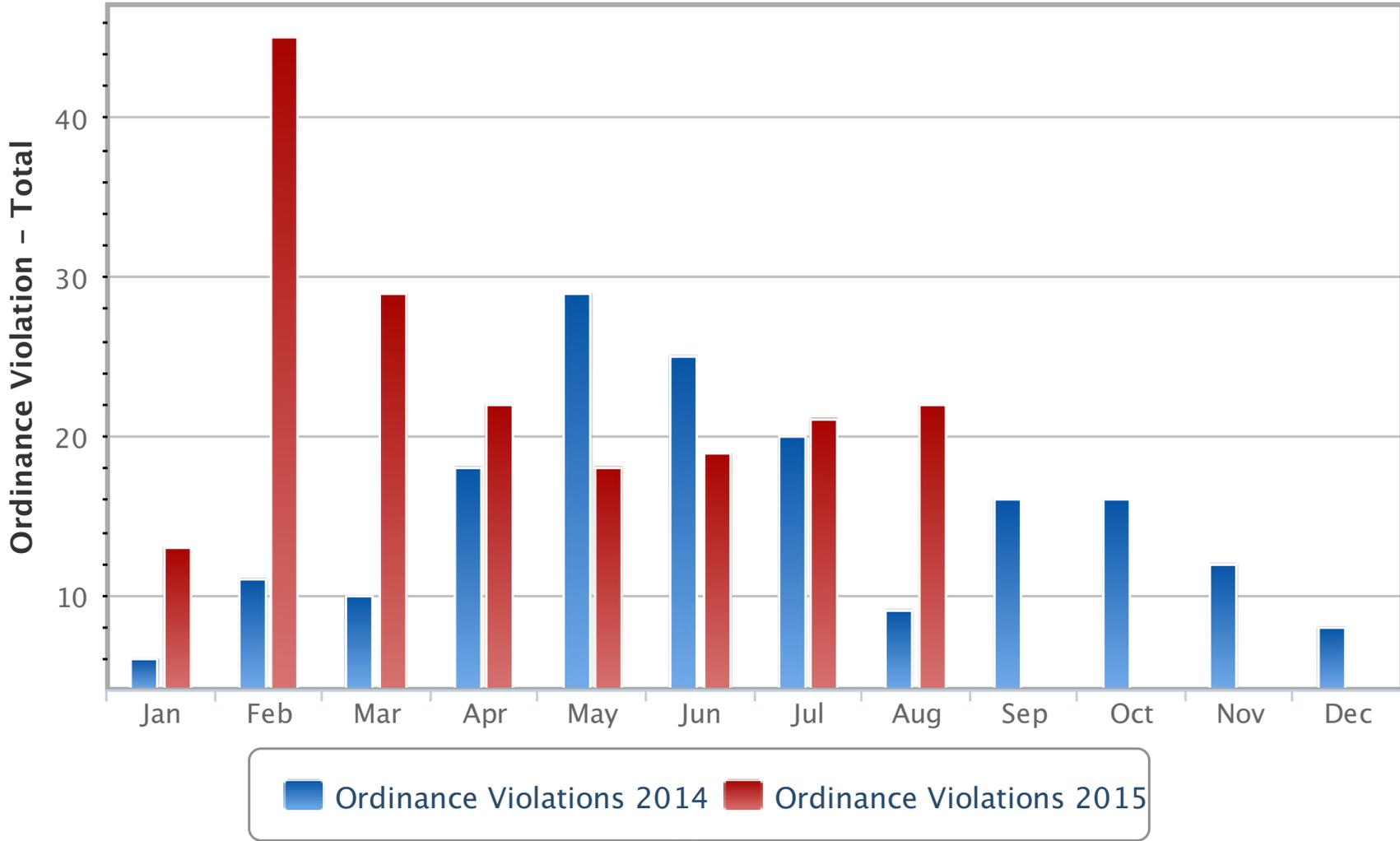
Total Parking Violations



AUGUST PARKING VIOLATIONS

PARKING ORDINANCE	AUGUST 2014	AUGUST 2015	YTD 2015
All Others	164	131	1,115
Bus Zone	6	10	38
Loading Zone	19	39	267
Meter Feeding	6	0	43
Meters	1,299	1,809	14,035
No Parking Zones/Anytime	18	26	363
Park Between 2AM & 6AM in Municipal Yard	5	1	21
Parking Limit 2 hrs Between 8AM & 6PM	125	43	539
Parking in Handicapped Space	0	9	24
Parking Between 2AM & 6AM 1hr Limit	176	172	1,305
Parking Within Designated Parking Stalls	29	28	294
Total - Parking Violations	1,847	2,268	18,044

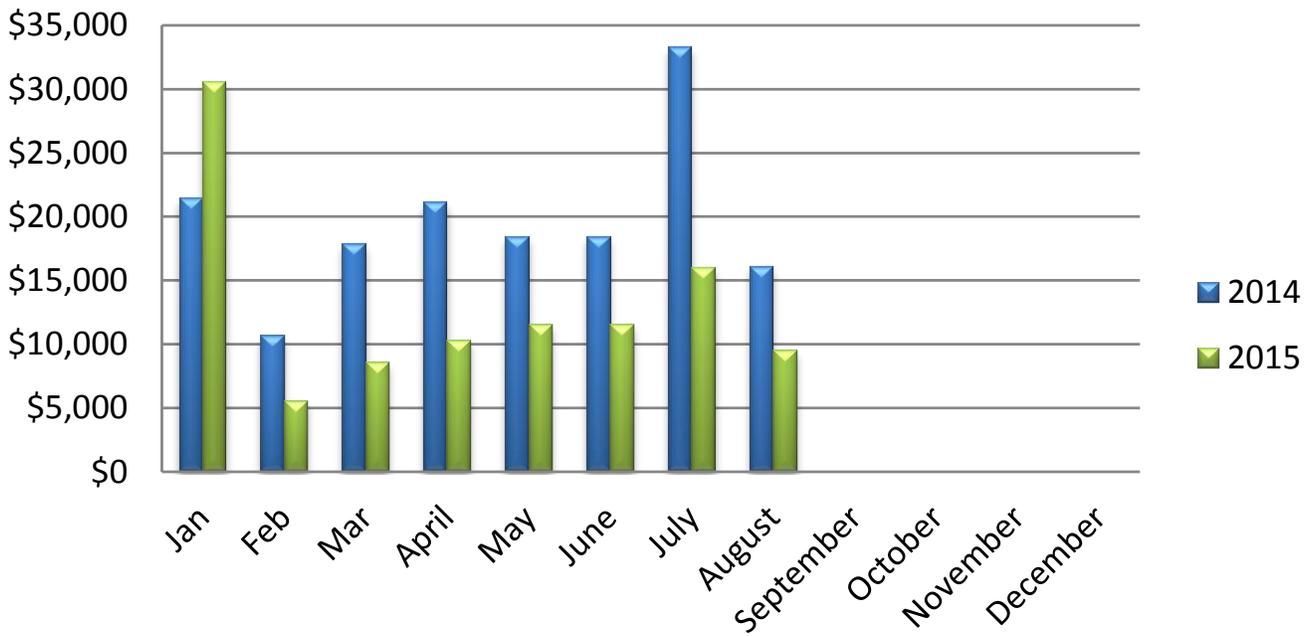
Ordinance Violations



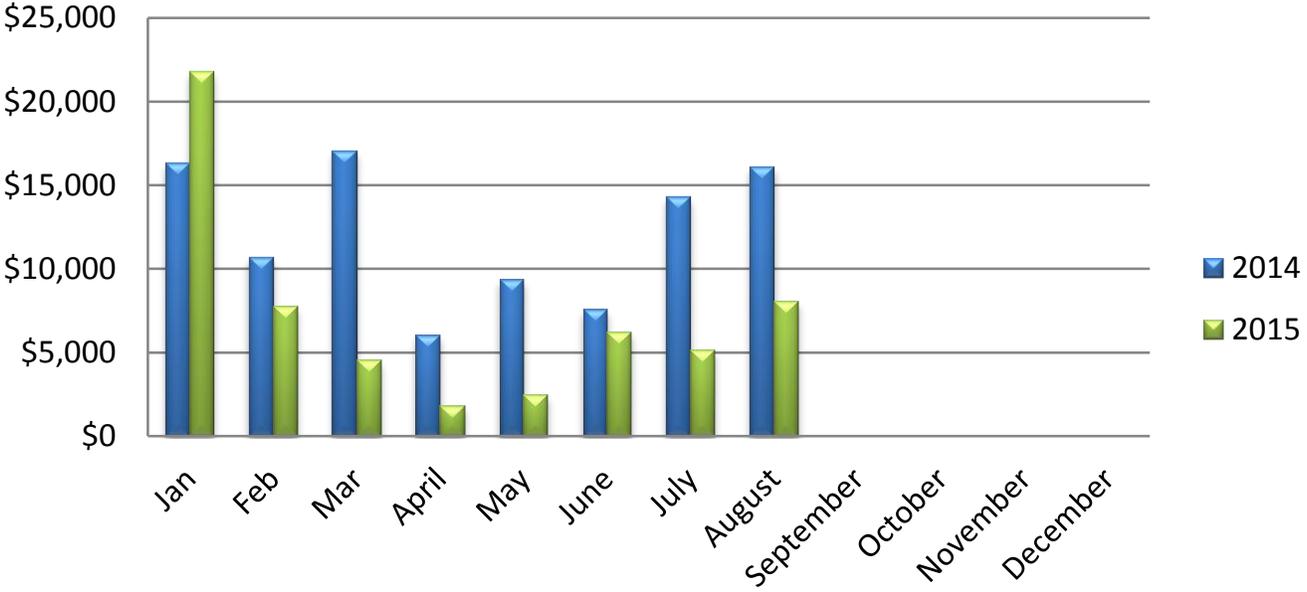
AUGUST ORDINANCE VIOLATIONS

ORDINANCE VIOLATION	AUGUST 2014	AUGUST 2015	YTD 2015
Bicycles/Skateboards Prohibited	0	1	2
Consumption Alcohol in Park	0	0	1
Disorderly Conduct	0	0	4
Dog Without a Leash	0	0	1
Failure to Remove Snow	0	0	50
In Park After Hours	0	2	9
Left Turn Prohibited	0	0	4
Littering	0	2	11
No U-Turn	0	0	0
Noise Complaint	1	0	6
Open Container	1	1	6
Other	2	2	11
Overweight Vehicle	0	10	58
Urinating in Public	5	4	26
Total - Ordinance Violations	9	22	189

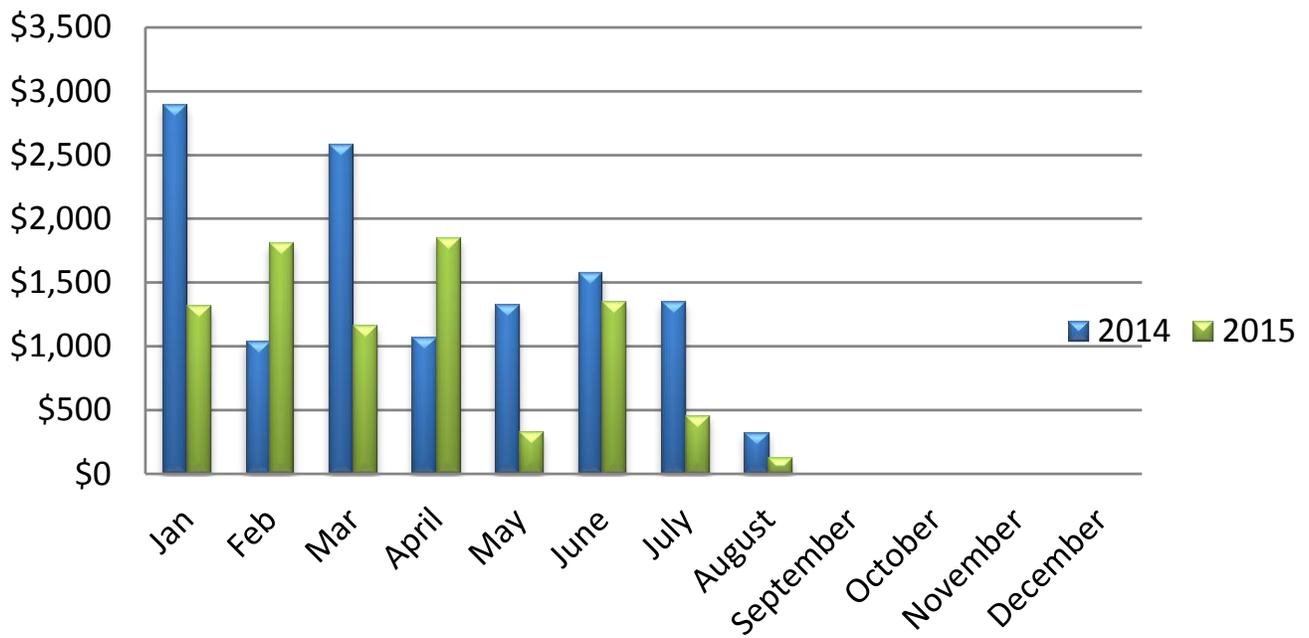
Patrol Overtime

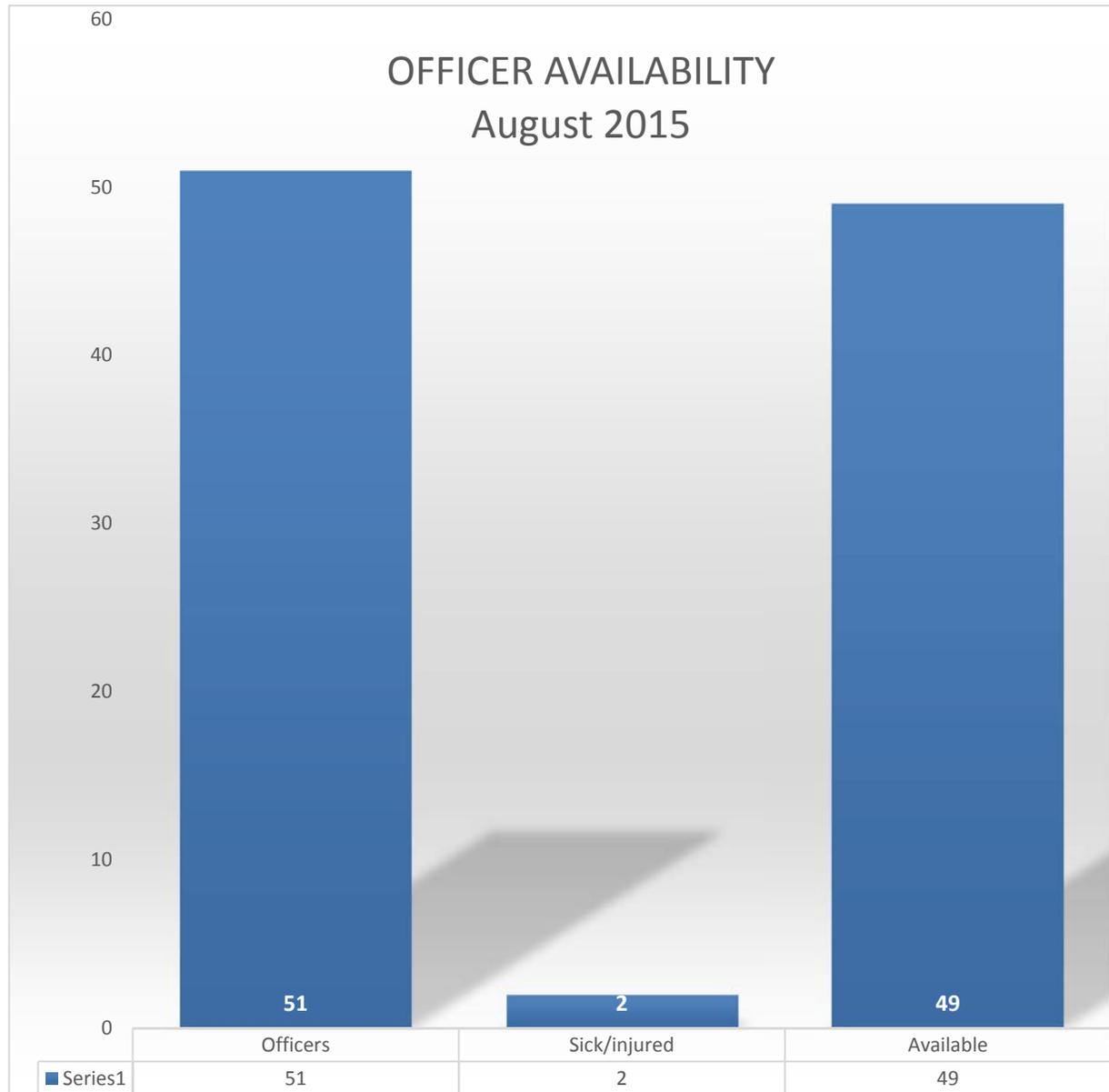


Dispatch Overtime



Detective Overtime







Princeton Police Department

1 Valley Road, Princeton, NJ 08540

Phone: 609-921-2100 Fax: 609-924-8197 Mun. Code: 1110

Calls by Hour - Sunday



Time Range	Number of Occurrences
Time of Day: 00:00 - 01:00 -	22
Time of Day: 01:00 - 02:00	35
Time of Day: 02:00 - 03:00	19
Time of Day: 03:00 - 04:00	11
Time of Day: 04:00 - 05:00	14
Time of Day: 05:00 - 06:00	2
Time of Day: 06:00 - 07:00	0
Time of Day: 07:00 - 08:00	8
Time of Day: 08:00 - 09:00	14
Time of Day: 09:00 - 10:00	24
Time of Day: 10:00 - 11:00	19
Time of Day: 11:00 - 12:00	35
Time of Day: 12:00 - 13:00	11
Time of Day: 13:00 - 14:00	20
Time of Day: 14:00 - 15:00	24
Time of Day: 15:00 - 16:00	25
Time of Day: 16:00 - 17:00	6
Time of Day: 17:00 - 18:00	14
Time of Day: 18:00 - 19:00	8
Time of Day: 19:00 - 20:00	20
Time of Day: 20:00 - 21:00	20
Time of Day: 21:00 - 22:00	32
Time of Day: 22:00 - 23:00	14
Time of Day: 23:00 - 24:00	22



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Calls by Hour - Monday



Time Range	Number of Occurrences
Time of Day: 00:00 - 01:00 -	23
Time of Day: 01:00 - 02:00	11
Time of Day: 02:00 - 03:00	5
Time of Day: 03:00 - 04:00	1
Time of Day: 04:00 - 05:00	4
Time of Day: 05:00 - 06:00	5
Time of Day: 06:00 - 07:00	13
Time of Day: 07:00 - 08:00	26
Time of Day: 08:00 - 09:00	35
Time of Day: 09:00 - 10:00	32
Time of Day: 10:00 - 11:00	37
Time of Day: 11:00 - 12:00	36
Time of Day: 12:00 - 13:00	20
Time of Day: 13:00 - 14:00	38
Time of Day: 14:00 - 15:00	35
Time of Day: 15:00 - 16:00	40
Time of Day: 16:00 - 17:00	29
Time of Day: 17:00 - 18:00	30
Time of Day: 18:00 - 19:00	20
Time of Day: 19:00 - 20:00	19
Time of Day: 20:00 - 21:00	14
Time of Day: 21:00 - 22:00	20
Time of Day: 22:00 - 23:00	30
Time of Day: 23:00 - 24:00	21



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Calls by Hour - Tuesday



Time Range	Number of Occurrences
Time of Day: 00:00 - 01:00 -	13
Time of Day: 01:00 - 02:00	4
Time of Day: 02:00 - 03:00	9
Time of Day: 03:00 - 04:00	1
Time of Day: 04:00 - 05:00	1
Time of Day: 05:00 - 06:00	3
Time of Day: 06:00 - 07:00	12
Time of Day: 07:00 - 08:00	25
Time of Day: 08:00 - 09:00	32
Time of Day: 09:00 - 10:00	30
Time of Day: 10:00 - 11:00	34
Time of Day: 11:00 - 12:00	33
Time of Day: 12:00 - 13:00	24
Time of Day: 13:00 - 14:00	26
Time of Day: 14:00 - 15:00	24
Time of Day: 15:00 - 16:00	21
Time of Day: 16:00 - 17:00	13
Time of Day: 17:00 - 18:00	22
Time of Day: 18:00 - 19:00	17
Time of Day: 19:00 - 20:00	12
Time of Day: 20:00 - 21:00	10
Time of Day: 21:00 - 22:00	10
Time of Day: 22:00 - 23:00	17
Time of Day: 23:00 - 24:00	14



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Calls by Hour - Wednesday



Time Range	Number of Occurrences
Time of Day: 00:00 - 01:00 -	12
Time of Day: 01:00 - 02:00	10
Time of Day: 02:00 - 03:00	4
Time of Day: 03:00 - 04:00	2
Time of Day: 04:00 - 05:00	2
Time of Day: 05:00 - 06:00	0
Time of Day: 06:00 - 07:00	6
Time of Day: 07:00 - 08:00	17
Time of Day: 08:00 - 09:00	19
Time of Day: 09:00 - 10:00	44
Time of Day: 10:00 - 11:00	42
Time of Day: 11:00 - 12:00	23
Time of Day: 12:00 - 13:00	20
Time of Day: 13:00 - 14:00	25
Time of Day: 14:00 - 15:00	32
Time of Day: 15:00 - 16:00	33
Time of Day: 16:00 - 17:00	13
Time of Day: 17:00 - 18:00	18
Time of Day: 18:00 - 19:00	15
Time of Day: 19:00 - 20:00	23
Time of Day: 20:00 - 21:00	24
Time of Day: 21:00 - 22:00	15
Time of Day: 22:00 - 23:00	22
Time of Day: 23:00 - 24:00	15



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Calls by Hour - Thursday



Time Range	Number of Occurrences
Time of Day: 00:00 - 01:00 -	19
Time of Day: 01:00 - 02:00	15
Time of Day: 02:00 - 03:00	14
Time of Day: 03:00 - 04:00	9
Time of Day: 04:00 - 05:00	4
Time of Day: 05:00 - 06:00	5
Time of Day: 06:00 - 07:00	12
Time of Day: 07:00 - 08:00	17
Time of Day: 08:00 - 09:00	30
Time of Day: 09:00 - 10:00	28
Time of Day: 10:00 - 11:00	28
Time of Day: 11:00 - 12:00	34
Time of Day: 12:00 - 13:00	26
Time of Day: 13:00 - 14:00	28
Time of Day: 14:00 - 15:00	22
Time of Day: 15:00 - 16:00	32
Time of Day: 16:00 - 17:00	23
Time of Day: 17:00 - 18:00	17
Time of Day: 18:00 - 19:00	4
Time of Day: 19:00 - 20:00	11
Time of Day: 20:00 - 21:00	24
Time of Day: 21:00 - 22:00	16
Time of Day: 22:00 - 23:00	12
Time of Day: 23:00 - 24:00	21



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Calls by Hour - Friday



Time Range	Number of Occurrences
Time of Day: 00:00 - 01:00 -	15
Time of Day: 01:00 - 02:00	13
Time of Day: 02:00 - 03:00	8
Time of Day: 03:00 - 04:00	4
Time of Day: 04:00 - 05:00	2
Time of Day: 05:00 - 06:00	3
Time of Day: 06:00 - 07:00	5
Time of Day: 07:00 - 08:00	25
Time of Day: 08:00 - 09:00	27
Time of Day: 09:00 - 10:00	35
Time of Day: 10:00 - 11:00	29
Time of Day: 11:00 - 12:00	38
Time of Day: 12:00 - 13:00	25
Time of Day: 13:00 - 14:00	31
Time of Day: 14:00 - 15:00	26
Time of Day: 15:00 - 16:00	30
Time of Day: 16:00 - 17:00	15
Time of Day: 17:00 - 18:00	17
Time of Day: 18:00 - 19:00	19
Time of Day: 19:00 - 20:00	18
Time of Day: 20:00 - 21:00	13
Time of Day: 21:00 - 22:00	18
Time of Day: 22:00 - 23:00	18
Time of Day: 23:00 - 24:00	14



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Calls by Hour - Saturday



Time Range	Number of Occurrences
Time of Day: 00:00 - 01:00 -	25
Time of Day: 01:00 - 02:00	17
Time of Day: 02:00 - 03:00	21
Time of Day: 03:00 - 04:00	4
Time of Day: 04:00 - 05:00	6
Time of Day: 05:00 - 06:00	6
Time of Day: 06:00 - 07:00	1
Time of Day: 07:00 - 08:00	13
Time of Day: 08:00 - 09:00	23
Time of Day: 09:00 - 10:00	27
Time of Day: 10:00 - 11:00	32
Time of Day: 11:00 - 12:00	30
Time of Day: 12:00 - 13:00	28
Time of Day: 13:00 - 14:00	17
Time of Day: 14:00 - 15:00	24
Time of Day: 15:00 - 16:00	27
Time of Day: 16:00 - 17:00	31
Time of Day: 17:00 - 18:00	12
Time of Day: 18:00 - 19:00	10
Time of Day: 19:00 - 20:00	21
Time of Day: 20:00 - 21:00	17
Time of Day: 21:00 - 22:00	22
Time of Day: 22:00 - 23:00	15
Time of Day: 23:00 - 24:00	16



Princeton Police Department

1 Valley Road, Princeton, NJ 08540

Phone: 609-921-2100 Fax: 609-924-8197 Mun. Code: 1110

Gender & Ethnicity Report - MV Stops for 2015

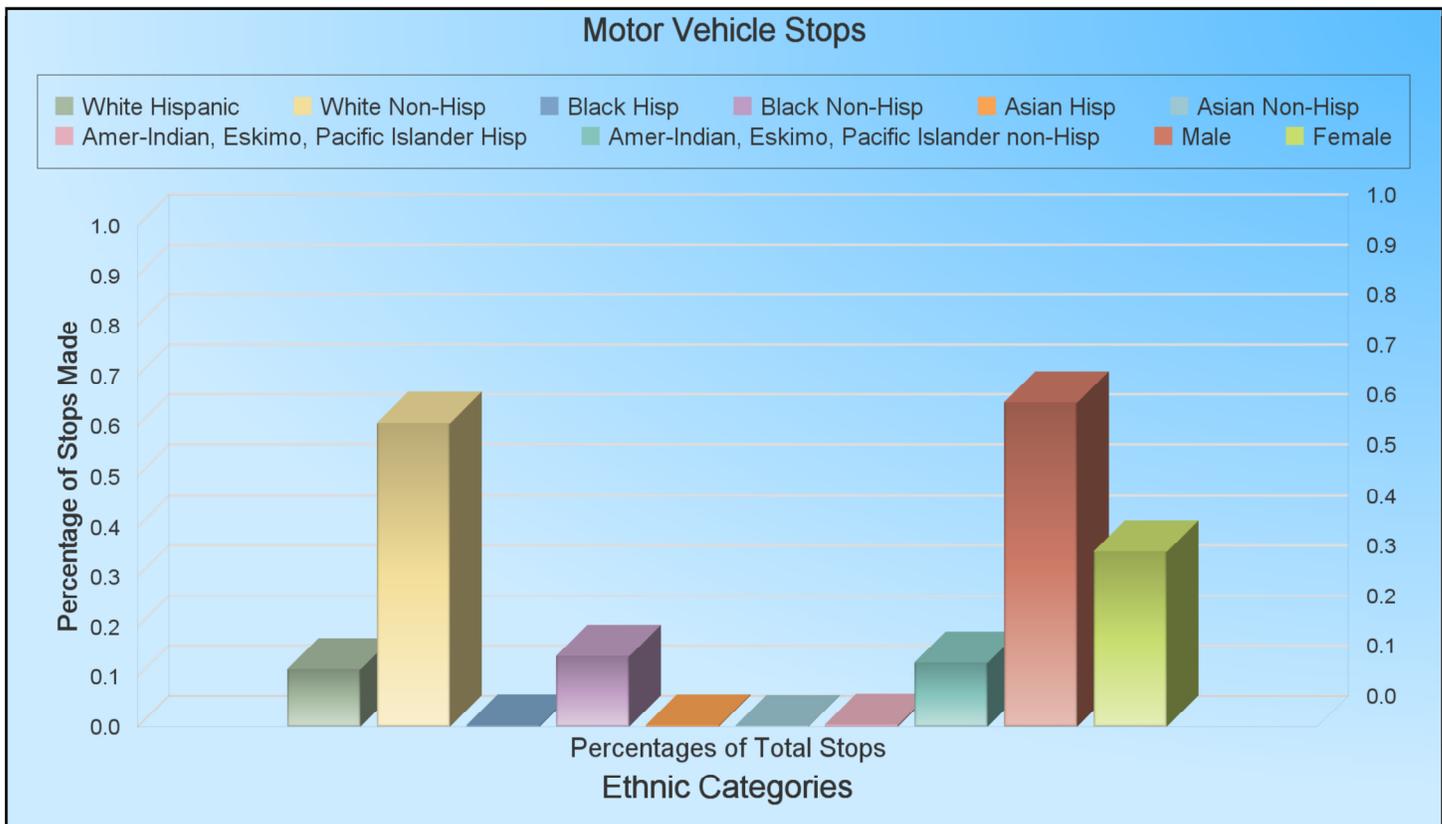


All Officers

Total MV Stops: 7,923

Gender / Ethnic breakdown shown in percentages of overall number of MV Stops

Race Code	Total #	Percentage
White Hisp.	909	11.47%
White Non Hisp.	4,795	60.52%
Black Hisp.	25	0.32%
Black Non-Hisp.	1,121	14.15%
Native Amer/Eskimo Hisp	18	0.23%
Native Amer/Eskimo Non-Hisp	8	0.10%
Asian Hisp.	28	0.35%
Asian Non-Hisp	1,017	12.84%
Male	5,120	64.62%
Female	2,779	35.08%



USE OF FORCE 2015

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total</u>
<u>Total Number of Use of Force Incidents</u>	1	0	0	4	2	3	0	1					
<u>Persons against whom force was used</u>	1	0	0	4	2	3	0	1					
<u>Involving Officer use of Physical Force</u>	0	0	0	6	3	5	0	5					
<u>Involving Officer use of Mechanical Force</u>	2	0	0	0	0	0	0	0					
<u>Involving Officer use of Deadly Force</u>	0	0	0	0	0	0	0	0					

January	15-1930
February	-
March	-
April	15-10079, 15-10449, 15-12635, 15-13042A
May	15-13442, 15-15971
June	15-17782, 15-17846, 15-19076
July	-
August	15-24674
September	
October	
November	
December	

- ❖ On Saturday, August 1, 2015, Cpl. Solovay and K-9 Harris were contacted by Robbinsville Police Department, who was requesting assistance in locating a missing 16 year old. Cpl. Solovay and K-9 Harris responded to the residence of the individual, however prior to the start of the track, the 16 year old juvenile was located and returned home safely.
- ❖ On Tuesday, August 4, 2015, Cpl. Solovay and K-9 Harris attended K-9 patrol in-service training in Toms River NJ. The training was hosted by the Ocean County Sheriff's Office and operated by the New Jersey State Police K-9 Training Unit. The training focused on obedience, criminal apprehension, building clearing, recall and release work, scent work, and tracking.
- ❖ On Tuesday, August 4, 2015, Cpl. Solovay and K-9 Harris conducted a K-9 demonstration for the attendees of National Night Out. There were approximately 75 attendees present for the demonstration.
- ❖ On Thursday, August 6, 2015, Cpl. Solovay attended a meeting with the police administration as well as representatives of Hi-Tops with the purpose of discussing the upcoming Princeton Half Marathon. Cpl. Solovay spoke about K-9 explosives sweeps and assisted in developing a plan to help ensure the safety of all participants and spectators of the event.
- ❖ On Tuesday, August 11, 2015, Cpl. Solovay and K-9 Harris attended in-service training for the New Jersey Detect and Render Safe Task Force. The training was hosted by the West Windsor Police Department and conducted by the New Jersey State Police as well as other state certified K-9 Scent Trainers from various agencies.
- ❖ On August 18th through August 21st, Cpl. Solovay assisted the Safe Neighborhoods Unit of the police department with their Youth Academy.
- ❖ On Tuesday, August 18, 2015, Cpl. Solovay and K-9 Harris responded to Moore St. on a report of a missing elderly female. Cpl. Solovay and K-9 Harris tracked the individual from her residence, however upon starting the track the elderly female was located a few blocks from the home.
- ❖ On Wednesday, August 19, 2015, Cpl. Solovay and K-9 Harris conducted a K-9 demonstration for the recruits of the Princeton Police Department Youth Academy.
- ❖ On Monday, August 31, 2015, Cpl. Solovay and K-9 Harris responded to Boardwalk Hall in Atlantic City, NJ for an explosives sweep for the Air Show Armed Forces Parade. The sweep was requested by the New Jersey State Police and the Atlantic City Police Department.



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

AGENDA ITEM

Paul Ominsky, Princeton University Public Safety, Weapon Policy



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Finance

AGENDA ITEM

Third Quarter Revenue & Expenditure Report

ATTACHMENTS:

- memo mayor & council 2015 revenue & exp report (DOCX)
- 2015 Revenue Report (PDF)
- 2015 expenditure report (PDF)



Sandra Webb
Office of the Chief Financial Officer
Princeton Municipal Building
400 Witherspoon Street
Princeton, NJ 08540
609-924-9183
609-688-2033 (fax)
www.princetonnj.gov

To: Mayor & Council

From: Sandra Webb
Chief Financial Officer

Date: October 21, 2015

Re: Revenue / Expenditure Report

On Council's agenda for October 26th is the 3rd quarter revenue and expenditure report.

All revenues and expenditures should be at approximately seventy-five percent of revenues realized or appropriations expended. I've identified fluctuations of a twenty percent swing. Most of the revenues are right on target. Most of the department expenditure budgets are on track as well, with minor concerns.

If you have any questions, please let me know.

	2015 Budgeted	2015 Realized	Percentage Realized	Explanation
Surplus Anticipated				
Miscellaneous Revenues	6,100,000.00	6,100,000.00	100.00%	Amount realized upon budget adoption
Licenses:				
Alcoholic Beverages	62,200.00	62,192.00	99.99%	Funds realized in 3rd quarter
Other	57,900.00	57,629.00	99.53%	Health Licenses collected higher than expected
Fees and Permits	345,700.00	287,861.89	83.27%	
Municipal Court	1,300,000.00	893,164.79	68.70%	
Interest and Costs on Taxes	396,600.00	202,032.21	50.94%	Funds collected in 4th quarter of year
Interest on Investments and Deposits	186,100.00	130,048.37	69.88%	
Anticipated Utility Operating Surplus (Parking Utility)	1,400,000.00	1,400,000.00	100.00%	Funds moved in 3rd quarter
Sewer Service Charges	6,715,700.00	4,970,690.63	74.02%	
Princeton University Fair Share	2,860,000.00	1,430,000.00	50.00%	Funds will be collected prior to year end
Life Hazard Use Fees	87,500.00	72,657.40	83.04%	
Fire & Housing Inspection Fees	242,600.00	163,443.00	67.37%	
State Aid				
Energy Receipts Tax	2,452,421.00	1,868,281.75	76.18%	
Garden State Trust Fund	4,855.00	0.00	0.00%	Funds will be collected prior to year end
PILOT - Institute for Advanced Study	250,000.00	0.00	0.00%	Funds will be collected prior to year end
PILOT - Princeton Community Village	323,800.00	255,308.75	78.85%	
PILOT - Tenacre Foundation	500,000.00	500,000.00	100.00%	Funds collected in January
PILOT - Elm Court Pilot	77,000.00	59,163.50	76.84%	
Chamber Street Land Lease	141,600.00	141,630.00	100.02%	4th quarter payment collected in August
Uniform Construction Code Fees	201,534.00	201,534.00	100.00%	Funds moved in 3rd quarter
Princeton University Prospect Avenue Street Lighting	7,654.00	7,654.00	100.00%	Grant funds realized upon budget adoption
Princeton University - Fire Equipment	20,000.00	20,000.00	100.00%	Grant funds realized upon budget adoption
Bonner Foundation	21,500.00	21,500.00	100.00%	Grant funds realized upon budget adoption
Corner House Foundation - Drug Treatment Program	250,000.00	0.00	0.00%	Funds collected in 4th quarter of year
Cops in Shops	2,800.00	2,800.00	100.00%	Grant funds realized upon budget adoption
Municipal Alliance on Drugs & Alcohol	28,056.00	28,056.00	100.00%	Grant funds realized upon budget adoption
Mercer County - Youth Advocacy Grant	367.00	367.00	100.00%	Grant funds realized upon budget adoption
Clean Communities	51,046.76	51,046.76	100.00%	Grant funds realized upon budget adoption
Adolescent Mercer County	38,497.00	38,497.00	100.00%	Grant funds realized upon budget adoption
County of Mercer - PYP	27,304.00	27,304.00	100.00%	Grant funds realized upon budget adoption
NJS Division of Addiction Services	125,120.00	125,120.00	100.00%	Grant funds realized upon budget adoption
County of Mercer - Regional Drug Treatment	42,000.00	42,000.00	100.00%	Grant funds realized upon budget adoption
Princeton Regional - NJMSPLI	1,000.00	1,000.00	100.00%	Grant funds realized upon budget adoption
Princeton Regional - Drug Program - STAR	6,500.00	6,500.00	100.00%	Grant funds realized upon budget adoption
Princeton Regional - Academic Success	10,000.00	10,000.00	100.00%	Grant funds realized upon budget adoption

Cranbury Drug Intervention Program	10,080.00	10,080.00	100.00%	Grant funds realized upon budget adoption
Recycling Tonnage	59,245.84	59,245.84	100.00%	Grant funds realized upon budget adoption
State of NJ - Vicinage Program	80,000.00	80,000.00	100.00%	Grant funds realized upon budget adoption
Alcohol Education Rehabilitation Fund	5,435.37	5,435.37	100.00%	Grant funds realized upon budget adoption
NJ DEP Trails Grant	24,700.00	24,700.00	100.00%	Grant funds realized upon budget adoption
Sustainable Jersey	35,000.00	35,000.00	100.00%	Grant funds realized upon budget adoption
Body Armor	4,801.92	4,801.92	100.00%	Grant funds realized upon budget adoption
Princeton Theological Seminary	195,000.00	193,010.00	98.98%	Funds moved in 3rd quarter
Capital Fund Balance	500,000.00	500,000.00	100.00%	Funds moved in 3rd quarter
Reserve for Debt Service - Institute Woods	246,793.00	47,222.11	19.13%	Funds will be collected prior to year end
Reserve for Debt Service - Other	1,500,000.00	1,500,000.00	100.00%	Funds moved in 3rd quarter
Cable TV	155,000.00	155,000.00	100.00%	Funds moved in 3rd quarter
Shared Service Agreement - Library / School District	70,000.00	37,621.31	53.74%	Following up with Library / School
Hotel / Motel Tax	306,900.00	227,371.68	74.09%	
Stony Brook Sewer Industrial User Fees	20,000.00	15,353.70	76.77%	
Assessment Trust Fund Balance	400,000.00	400,000.00	100.00%	Funds moved in 3rd quarter
Engineering Developer Fees	23,000.00	23,000.00	100.00%	Funds moved in 3rd quarter
Reserve for Premium on Bonds	100,000.00	100,000.00	100.00%	Funds moved in 3rd quarter
Receipts from Delinquent Taxes	937,378.00	882,085.60	94.10%	
Amount to be Raised by Taxation	31,975,690.18	24,289,068.11	75.96%	
Total General Revenues	60,986,379.07	47,766,477.69		

APPROPRIATIONS	2015 Budgeted	09/30/15 Expended	Percent Expended	Explanation
GENERAL GOVERNMENT				
Mayor & Council				
Salaries and Wages	80,000.00	59,999.85	75.00%	
Other Expenses	1,427,180.77	192,968.07	13.52%	Includes "up to cap" amount
Administrative and Executive				
Salaries and Wages	211,995.00	154,768.73	73.01%	
Other Expenses	74,000.00	27,253.65	36.83%	Expenditures occur in 4th quarter
Hazardous Bus Routing				
Other Expenses	213,000.00	170,061.75	79.84%	
Municipal Clerk				
Salaries and Wages	308,977.00	223,099.40	72.21%	
Other Expenses	43,500.00	33,447.16	76.89%	
Human Resources (Personnel)				
Other Expenses	285,525.00	164,530.02	57.62%	
Elections				
Salaries and Wages	3,600.00	2,130.38	59.18%	
Other Expenses	12,700.00	0.00	0.00%	Expenditures occur in 4th quarter
Information Technology				
Salaries and Wages	326,657.00	235,465.92	72.08%	
Other Expenses	513,550.00	294,361.94	57.32%	
Call Center				
Salaries and Wages	139,403.00	102,336.50	73.41%	
Other Expenses	16,250.00	9,397.34	57.83%	
Financial Administration				
Salaries and Wages	660,129.00	474,658.28	71.90%	
Miscellaneous Other Expenses	30,350.00	15,805.87	52.08%	Expenditures occur in 4th quarter
Audit	50,000.00	50,000.00	100.00%	Funds encumbered for 2015 audit
Assessment of Taxes				
Salaries and Wages	160,982.00	117,532.07	73.01%	
Other Expenses	84,000.00	63,557.13	75.66%	
Collection of Taxes				
Salaries and Wages	161,783.00	107,194.82	66.26%	
Other Expenses	14,725.00	6,797.46	46.16%	Expenditures occur in 4th quarter
Legal Services and Costs				
Other Expenses	444,000.00	198,284.22	44.66%	Expenditures low first half of year
Municipal Prosecutor				
Other Expenses	70,000.00	70,000.00	100.00%	Entire PSA was encumbered
Engineering Services and Costs				
Salaries and Wages	968,528.00	650,365.82	67.15%	

Other Expenses	47,350.00	31,228.77	65.95%	
Legal Services				
Defense of Tax Appeals	30,000.00	0.00	0.00%	Expenditures occur in 4th quarter
Municipal Court				
Salaries and Wages	341,611.00	242,961.04	71.12%	
Other Expenses	27,780.00	16,228.28	58.42%	
Public Defender				
Other Expenses	57,500.00	57,500.00	100.00%	Funds encumbered for professionals
Public Buildings and Grounds				
Salaries and Wages	613,582.00	417,726.73	68.08%	
Other Expenses	469,050.00	376,872.39	80.35%	
Municipal Land Use Law				
Planning Board				
Salaries and Wages	230,518.00	165,476.62	71.78%	
Other Expenses	79,300.00	24,427.54	30.80%	Billing lag from professionals
Environmental Commission				
Salaries and Wages	3,600.00	2,051.25	56.98%	
Other Expenses	3,000.00	350.00	11.67%	Expenditures historically low
Zoning Board				
Salaries and Wages	201,811.00	156,378.59	77.49%	
Other Expenses	24,800.00	24,797.56	99.99%	Funds encumbered for professionals
Sustainable Princeton				
Other Expenses	30,000.00	16,672.00	55.57%	
Historic Sites Office				
Salaries and Wages	2,000.00	1,424.24	71.21%	
Other Expenses	31,035.00	4,372.45	14.09%	Expenditures historically low
Insurance				
Liability Insurance	746,939.00	716,272.11	95.89%	Paid in 1st quarter of the year
Workers Compensation Insurance	428,413.00	422,636.00	98.65%	Paid in 1st quarter of the year
Employee Group Insurance	4,356,711.00	2,777,399.48	63.75%	
PUBLIC SAFETY				
Fire				
Salaries and Wages	10,000.00	10,000.00	100.00%	Funds charged upon adoption of budget
Other Expenses				
Fire Hydrant Service	675,000.00	435,393.04	64.50%	
Miscellaneous Other Expenses	264,250.00	250,837.79	94.92%	
Fire Facilities	126,500.00	79,193.98	62.60%	
LOSAP Alternative	45,000.00	17,591.00	39.09%	Half of expenditures will occur in 1st quarter of next year
Police				
Salaries and Wages	7,105,492.00	5,155,431.49	72.56%	
Other Expenses	332,916.00	270,991.14	81.40%	
Police Dispatch 911				

Salaries and Wages	810,762.00	537,354.33	66.28%	
Fire Inspectors / Uniform Fire Safety				
Salaries and Wages	286,616.00	199,368.84	69.56%	
Other Expenses	7,200.00	1,475.44	20.49%	Expenditures occur in 4th quarter
Emergency Management Services				
Salaries and Wages	148,557.00	108,028.62	72.72%	
Other Expenses	11,000.00	7,485.00	68.05%	
Rental Housing Inspection				
Salaries and Wages	181,461.00	131,956.11	72.72%	
STREETS AND ROADS				
Road Repair and Maintenance				
Salaries and Wages	1,744,115.00	1,137,807.93	65.24%	
Other Expenses	421,900.00	408,775.62	96.89%	Funds expended earlier in the year for salt
Street Lighting				
Other Expenses	285,000.00	192,144.79	67.42%	
Mechanics				
Salaries and Wages	334,426.00	246,595.38	73.74%	
Other Expenses	300,000.00	283,564.19	94.52%	
Maintenance of Sewerage Facilities				
Salaries and Wages	628,930.00	353,293.59	56.17%	
Other Expenses	307,000.00	268,564.17	87.48%	
Sewer System				
Other Expenses	19,100.00	14,134.00	74.00%	
Garbage and Trash Removal				
Other Expenses	1,491,500.00	1,240,971.79	83.20%	
HEALTH AND WELFARE				
Board of Health				
Salaries and Wages	326,914.00	241,952.58	74.01%	
Other Expenses	75,220.00	62,742.59	83.41%	
Other Expenses - Flu Program	19,000.00	0.00	0.00%	Expenditures occur in 4th quarter
Animal Control				
Salaries and Wages	60,172.00	28,696.29	47.69%	Four month vacancy in ACO position
Other Expenses	7,125.00	1,983.21	27.83%	Expenditures occur in 4th quarter
Save Boarding Costs & Animal Care				
Other Expenses	5,000.00	165.00	3.30%	Billing lag
Deer Management Program				
Salaries and Wages	20,000.00	0.00	0.00%	Must move expenditures from OT to here
Other Expenses	93,800.00	84,587.35	90.18%	
Worker's Right to Know				
Other Expenses	1,000.00	0.00	0.00%	Budgeted if needed
Contribution to Affordable Housing				
Other Expenses	100,000.00	100,000.00	100.00%	Expenditure occurred in 3rd quarter

Parks & Playgrounds				
Other Expenses	107,720.00	77,628.32	72.06%	
Drug Abuse Program (Corner House)				
Salaries and Wages	229,926.00	172,444.50	75.00%	
Other Expenses	155,000.00	144,487.39	93.22%	
RECREATION AND EDUCATION				
Recreation Department				
Salaries and Wages	747,305.00	501,777.71	67.14%	
Other Expenses	65,850.00	44,111.65	66.99%	
Celebration of Public Events				
Other Expenses	7,500.00	2,394.68	31.93%	Expenditures occur in 4th quarter
Senior Citizens Program				
Salaries and Wages	10,000.00	10,000.00	100.00%	Funds charged upon adoption of budget
Other Expenses	210,000.00	170,654.75	81.26%	
Department of Human Services				
Salaries and Wages	103,300.00	90,287.50	87.40%	
Other Expenses	28,550.00	6,426.94	22.51%	Needs assessment funds not expended yet
Unclassified				
Condominium Service Reimbursement	250,000.00	0.00	0.00%	Expenditures occur in the following year
Utilities				
Gasoline	330,100.00	219,560.93	66.51%	
Telephone	198,000.00	156,769.35	79.18%	
Electric & Gas	400,000.00	163,492.63	40.87%	Billing lag
Natural Gas	100,000.00	79,399.06	79.40%	
Water	21,000.00	8,437.95	40.18%	Billing lag
Accumulated Sick Leave	50,000.00	11,000.00	22.00%	Appropriation moved to trust at year end
Statutory Expenditures				
Contribution to:				
Social Security System	973,714.05	596,442.49	61.25%	
Police & Firemen's Retirement System	1,441,000.00	1,440,953.00	100.00%	Expenditure occurred in 2nd quarter
Public Employees Retirement System	1,241,000.00	1,190,584.00	95.94%	Expenditure occurred in 2nd quarter
Cons. Police & Firemen's Penion Fund	21,000.00	19,810.06	94.33%	Expenditure occurred in 2nd quarter
Defined Contribution Retirement Plan	5,100.00	3,498.03	68.59%	
State Unemployment Insurance	90,000.00	28,480.01	31.64%	Appropriation moved to trust at year end
SUBTOTAL APPRS.: INSIDE CAP	37,056,855.82	25,888,517.64		
OPERATIONS - EXCLUDED FROM CAP				
Maintenance of Free Public Library	4,087,205.00	4,087,205.00	100.00%	Amount turned over to library prior to year end
Stony Brook Regional Sewerage Authority	3,830,000.00	2,848,606.95	74.38%	
Stony Brook Sewer Industrial User Fee	20,000.00	10,215.16	51.08%	Hospital moved, expenditures will be less
Public and Private Programs Offset by Revenues				

Matching Funds for Grants	10,000.00	0.00	0.00%	Appropriation budgeted if needed
Bonner Foundation	21,500.00	21,500.00	100.00%	Grants fully expended at budget adoption
Princeton University - Fire	20,000.00	20,000.00	100.00%	Grants fully expended at budget adoption
Princeton University Street Lighting	7,654.00	7,654.00	100.00%	Grants fully expended at budget adoption
Alcohol Education Rehabilitation Grant Unapp	5,435.37	5,435.37	100.00%	Grants fully expended at budget adoption
Body Armor Grant Un app	4,801.92	4,801.92	100.00%	Grants fully expended at budget adoption
Clean Communities Program Unapp	51,046.76	51,046.76	100.00%	Grants fully expended at budget adoption
Cops in Shops (Unappropriated)-SW	2,800.00	2,800.00	100.00%	Grants fully expended at budget adoption
Corner House Foundation-SW	153,000.00	153,000.00	100.00%	Grants fully expended at budget adoption
Corner House Foundation-OE	97,000.00	21,853.00	22.53%	Fringe benefits charged prior to year end
Drug Program-Cranbury Intervention SW	10,080.00	10,080.00	100.00%	Grants fully expended at budget adoption
Muni. Alliance Program-SW	17,056.00	17,056.00	100.00%	Grants fully expended at budget adoption
Muni. Alliance Program-OE	11,000.00	11,000.00	100.00%	Grants fully expended at budget adoption
Drug Program-State of New Jersey SW	125,120.00	125,120.00	100.00%	Grants fully expended at budget adoption
Drug Program-Mercer County SW	42,000.00	42,000.00	100.00%	Grants fully expended at budget adoption
Academic Success Today SW	5,000.00	5,000.00	100.00%	Grants fully expended at budget adoption
Academic Success Today OE	5,000.00	5,000.00	100.00%	Grants fully expended at budget adoption
Mercer County-Motivation 180 SW	33,497.00	33,497.00	100.00%	Grants fully expended at budget adoption
Mercer County-Motivation 180 OE	5,000.00	5,000.00	100.00%	Grants fully expended at budget adoption
Mercer County-PYP Program SW	27,304.00	27,304.00	100.00%	Grants fully expended at budget adoption
Recycling Tonnage Grant Unapp	59,245.84	59,245.84	100.00%	Grants fully expended at budget adoption
Drug Program - Youth advocacy grant un app	367.00	367.00	100.00%	Grants fully expended at budget adoption
Drug Program-NJMSPLI SW	1,000.00	1,000.00	100.00%	Grants fully expended at budget adoption
Drug Program-STAR SW	6,500.00	6,500.00	100.00%	Grants fully expended at budget adoption
Drug Program- NJ Vicinage Prog sw	80,000.00	80,000.00	100.00%	Grants fully expended at budget adoption
Sustainable Jersey Grant	35,000.00	35,000.00	100.00%	Grants fully expended at budget adoption
DEP Trails Grant-unapp	24,700.00	24,700.00	100.00%	Grants fully expended at budget adoption
Capital Improvements				
Capital Improvement Fund	150,000.00	150,000.00	100.00%	Expenditure occurred in 3rd quarter
Green Acres	246,792.84	227,172.49	92.05%	Debt Service
Municipal Debt Service				
Payment of Bond Principal	7,710,000.00	7,334,450.90	95.13%	Debt Service
Interest on Bonds	2,176,000.00	2,035,702.03	93.55%	Debt Service
Environmental Infrastructure Loan Program	1,250,000.00	1,065,529.85	85.24%	Debt Service
Deferred Charges				
Special Emergency	483,516.00	483,516.00	100.00%	Expenditure charged upon budget adoption
Def. Chrg. To Fut. Taxation - Unfunded	200,000.00	200,000.00	100.00%	Funds moved prior to year end
SUBTOTAL OUTSIDE CAP	21,014,621.73	19,218,359.27		
RES. FOR UNCOLLECTED TAXES	2,914,901.52	2,914,901.52	100.00%	Expenditure charged upon budget adoption
TOTAL GENERAL APPROPRIATIONS	60,986,379.07	48,021,778.43		



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

AGENDA ITEM

COAH Status Update



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

AGENDA ITEM

Review of 2016 Budget Calendar



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Finance

RESOLUTION 15-306

Resolution to Adopt 2016 Budget Calendar

ATTACHMENTS:

- 15-306 Resolution-Budget Calendar (DOC)

PRINCETON
COUNTY OF MERCER, STATE OF NEW JERSEY

RESOLUTION

WHEREAS, N.J.S.A. 40A:4 *et seq* sets forth the requirements and procedures for adoption of a municipal budget; and,

WHEREAS, the Mayor and Council of Princeton wish to set a calendar for preparation, introduction, and adoption of the 2016 municipal budget; and,

WHEREAS, the calendar will serve as a timeline for staff, committees and the Governing Body; and,

WHEREAS, there may be certain circumstances that arise where the dates and activities in the timeline cannot be met. In these instances the Chief Financial Officer shall notify by email to Administration, the Finance Committee, and to the Mayor and Council the reason and nature of any delay, as well as a new date for completion of the activity if appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Princeton that the following calendar be approved as the timeline for preparation, introduction and adoption of the 2016 municipal budget.

DATE	BUDGET	ACTIVITY
September 14, 2015	Capital Budget 2016-2021	Templates distributed to Department Directors
September 22, 2015	Operating Budget	Templates distributed to Department Directors
September 28, 2015	Capital Budget 2016-2021	Department submissions due
October 9, 2015	Operating Budget	Department submissions due
October 2015	Capital Budget	Administration review
October 2015	Operating Budget	Goals / Objectives of Governing Body
November 2015	Operating Budget	Budget assembled
November 2015	Operating Budgets	Administration review
December 2015	Capital Budgets	FC / CFAC review
End of November	Operating Budgets	Draft budget created
January 2016	Operating Budgets	FC / CFAC review
January 2016	Operating Budgets	Due diligence meetings with Mayor and Council

February 10, 2016 (Or date extended by DLGS)	All Budgets	Budget Introduction
March 20, 2016 (Or date extended by DLGS)	All Budgets	Budget Adoption

CERTIFICATION

I, Linda S. McDermott, Municipal Clerk of Princeton, hereby certify that the foregoing resolution was adopted by the Mayor and Council of Princeton at its meeting held on the 26th day of October, 2015.

Linda S. McDermott, Clerk
Princeton



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

AGENDA ITEM

Policy Guidance 2016 Budget

ATTACHMENTS:

- Council Memo - 2016 Budget Discussion (DOCX)



MEMORANDUM

Office of the Administrator, Marc D. Dashield
Princeton Municipal Building
400 Witherspoon Street
Princeton, N.J. 08540
609-924-5176

Date: October 23 2015
To: Mayor and Council
From: Marc D. Dashield, Administrator
Subject: 2016 Budget Framework Discussion

Action Requested

The purpose of this work session is to provide the Mayor and Council with an opportunity to provide policy guidance for the preparation of the 2016 budget. To this end, I am requesting that Mayor and Council provide the administration with at a minimum the following guidance.

1. Guidance on the creation of a budget calendar for 2016.
2. Guidance on the use of surplus in the 2016 budget.
3. Guidance on potential procedural changes for the 2016 budget process, if any.
4. Guidance on operational budget targets or guidelines for the preparation of the 2016 budget.

Analysis/Discussion

The Budget Calendar

Attached you will find the proposed budget calendar for the 2016 budget. The 2016 budget calendar has been accelerated by moving the Council's budget goals work session from November to October. Conducting the work session in October will provide the administration with guidance earlier in the budget preparation process. However, the acceleration of the calendar prevents staff from providing a budget projection at this time, since key expenditure information is not available (pension and insurance). Once the expenditure information is received, I will share it with Mayor and Council.

Evaluation of Surplus

Our preliminary surplus projections indicate that the 2015 end of year surplus will remain stable, and in line with projections performed earlier this year. Based on these projections, we anticipate that surplus will remain within the target range of 15% to 20% of expenditures. Therefore, it would be reasonable to anticipate the use of surplus at the same level as the previous year. It should be noted that last year's surplus was increased by \$ 100,000.00 in anticipation of increased contributions by Princeton University. Consequently, the use of surplus in 2016 can be reduced by the amount of the increased contribution.

Procedural Changes in Process

Last year's budget process included the use of the Council's finance subcommittee. I believe the committee served a valuable role in the budget process and anticipate that they will provide an important role in the 2016 budget process. I am requesting that Council provide the administration with feedback on last year process and any suggested changes.

Operational budget targets and guidelines

Finally, the administration needs guidance on how to prepare the operating budget expenditures. Last year, a baseline budget was presented to Council for introduction. The baseline budget did not include requests for additional staff or programs. Deliberation on additional staff and programs were conducted after introduction.

I am proposing a small change in the process for this year's budget. Staff will prepare a baseline budget then seek additional Council feedback on request outside of the baseline budget prior to budget introduction.

Based on the recommendation received by the Council's finance subcommittee, staff will also conduct program reviews of selected programs and make recommendations to Council.



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

RESOLUTION 15-307

Confirming Sewer Assessment for 210 Terhune Road

RESOLUTION

Confirming Ordinance 2004-4

Property located at 210 Terhune Road

**Harris Road, Hillside Road, Loomis Court, Oakland Street, Cuyler Road and Walnut Lane
Sanitary Sewer Project**

WHEREAS, by Ordinance adopted on March 8, 2004 a local improvement involving the Harris Road, Hillside Road, Loomis Court, Oakland Street, Cuyler Road and Walnut Lane Sanitary Sewer Project was authorized to be undertaken as a local improvement and 100% percent of the cost thereof was directed to be assessed against the properties in accordance with law; and

WHEREAS, pursuant to said ordinance, said local improvement was completed and referred to the Director of Infrastructure and Operations, all in accordance with the provisions of Chapter 65 of Title 40 of the Revised Statutes of the State of New Jersey; and

WHEREAS, the Board of Improvement Assessors received a certification from the Director of Infrastructure setting forth the assessable costs of the project; and

WHEREAS, pursuant to said ordinance, and in accordance with the provisions of Chapter 50 of Title 40 of the Revised Statutes of the State of New Jersey, the Princeton Board of Improvement Assessors estimated and assessed the benefits conferred on the lands and real estate affected by the project; and

WHEREAS, the aforesaid Board of Improvement Assessors held a properly noticed hearing on August 19, 2015 in connection with the proposed assessment; and

WHEREAS, in a report dated August 19, 2015, the Board of Improvement Assessors certified that the total amount of benefits assessed upon the lands and real estate for the said improvement is \$1,280.00 and further certified and reported assessment amounts as follows:

210 Terhune Road
Block 7201, Lot 12
Assessment Amount - \$1,280.00

WHEREAS, said Princeton Council has examined said final report and certification as to cost and has considered the same at a hearing after publication of notice to the owner or owners named in said report as required by law and has found said report in all respects properly made.

NOW, THEREFORE, BE IT RESOLVED that the said report of the Director of Infrastructure and Operations and Board of Improvement Assessors is hereby confirmed and that such report be forthwith filed with the Collector of Taxes of Princeton; and

BE IT FURTHER RESOLVED that the assessment confirmed herein shall be paid in full within two months after October 12, 2015, or in not more than ten (10) equal, annual, consecutive installments with interest thereon at rate of 2% per annum from October 12, 2015.

I, Kathleen K. Brzezynski, Deputy Clerk of Princeton, do hereby certify that the foregoing resolution was adopted by Princeton Council at its meeting held October 26, 2015.

Kathleen K. Brzezynski, Deputy Clerk

ATTACHMENTS:

- Memo MC 210Terhune SanSwrAssessments Oct262015Mtg (DOCX)



**DEPARTMENT OF INFRASTRUCTURE
AND OPERATIONS**

1 Monument Drive, Post Office Box 390

Princeton, NJ 08542

609-497-7639

www.princetonnj.gov

Robert Hough, P.E., Director

Memo

To: Marc D. Dashield, Administrator

From: Robert A. Hough, P.E., Director

Date: October 21, 2015

RE: 210 Terhune Road (Block 7201, Lot 12)
Confirming Ordinance 2004-4
Harris Road, Hillside Road, Loomis Court, Oakland Street, Cuyler Road and
Walnut Lane Sanitary Sewer Project

At the October 12, 2015 meeting of the Mayor and Council of Princeton, a public hearing was held as part of the confirmation process related to Ordinance 2004-4, Harris Road, Hillside Road, Loomis Court, Oakland Street, Cuyler Road and Walnut Lane Sanitary Sewer Project

During the public hearing, Ms. Barbara Martin, owner of 210 Terhune Road (Block 7201, Lot 12) raised a question about the sanitary sewer assessment for said property. Subsequently, Mayor and Council confirmed Ordinance 2004-4 with the exception of 210 Terhune Road and directed the staff to review the sanitary sewer assessment related to that property.

Please be advised that the Princeton Sewer Operating Committee (PSOC) staff reconfirmed the work done at the site. In addition, I also visited the site and reviewed the inspection report and the work site with the PSOC staff. The inspector (he is still an employee of Van Cleef Engineering Associates, the firm that provided the inspection services on this project) on that project was also contacted and he visited the site and confirmed the work that was completed. It should be noted that no work was performed under the driveway, front walk or "front porch area." The measurement was accurate.

Staff also met with Ms. Martin on Tuesday, October 20, 2015 and reviewed the site and the work performed. Ms. Martin agreed with the staff with respect to the work and the measurement.

Therefore, based on the above, the previously submitted sanitary sewer assessment in the amount of \$1,280.00 remains the same and it is my recommendation that said sanitary sewer assessment for 210 Terhune Road (Block 7201, Lot 12) be confirmed by the Mayor and Council of Princeton.

As always, should you have any questions concerning this recommendation, please feel free to contact me.

CC: Mayor and Council of Princeton
Kathryn Monzo, Deputy Administrator
Sandra L. Webb, Chief Finance Officer
Neal A. Snyder, CTA, Tax Assessor

2. The Chief Financial Officer is hereby authorized and directed to make available to the Princeton Housing Board a total of one hundred seventy-eight thousand two hundred sixty-four dollars (\$178,264.00) for the purpose of repurchasing said units.
3. The Mayor, Clerk, and Municipal Attorney are hereby authorized and directed to execute any and all necessary documents in order to effectuate the purchase and resale of these affordable housing units.
4. A certified true copy of this Resolution shall be furnished upon its adoption to the Princeton Housing Board.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, hereby certify the above resolution was adopted by the Mayor and Council of Princeton at their regular meeting on the 26th day of October, 2015.

Linda S. McDermott

ATTACHMENTS:

- Memo to Mayor Council re 218BRH 105 HAM (DOCX)

MASON, GRIFFIN & PIERSON

A PROFESSIONAL CORPORATION
COUNSELLORS AT LAW

MEMORANDUM

To: Mayor and Council of Princeton

From: Victoria Britton, Office of the Municipal Attorney

Date: October 16, 2015

Re: Affordable Housing Units: 218 Brickhouse Rd & 105 Hamilton Ave

218 Brickhouse Rd

The above-referenced property is located within the Washington Oaks at Princeton community, and is the subject of a foreclosure action. Princeton's Affordable Housing Coordinator has been attempting to work with the homeowner; however, it is our understanding that time is of the essence with respect to the foreclosure action, which again seeks to terminate the affordability controls on the unit and eliminate the unit from Princeton's inventory.

The Princeton Housing Board at its meeting on October 13, 2015 unanimously recommended that the Mayor and Council considering authorizing the purchase of the mortgage for this property in the sum of \$78,000.00 in order preserve this unit in Princeton's affordable housing inventory. Funds are available for this purpose in the Princeton Affordable Housing Trust Fund.

105 Hamilton Ave

This property is an abandoned affordable housing unit located in Hamilton Avenue Condominium community. It became abandoned as a result of the death of the owner in January 2013. Princeton commenced litigation earlier this year to have an Administrator appointed for the decedent's Estate and received a court-order to this effect in August, 2015. We, however, continue to await the appointment of said Administrator by the Surrogate's Court.

In the meantime, we have received notification that Bank of America intends to begin foreclosure proceedings. We have made initial contact with Bank of America's attorney, who indicated that Bank of America may be willing to sell the mortgage to Princeton at a discounted rate. While we remain hopeful that Princeton will be able to purchase the unit directly from the Estate Administrator when one is appointed, any foreclosure action is likely to seek the termination of the affordability controls on the unit. Thus, in order to protect these controls and maintain the unit in Princeton's affordable housing inventory, the Princeton Housing Board unanimously recommended that the Mayor and Council considering authorizing the repurchase of the property from the Estate or the purchase of the mortgage from Bank of America.

MASON, GRIFFIN & PIERSON

A PROFESSIONAL CORPORATION
COUNSELLORS AT LAW

While there may appear to be high number of foreclosures on affordable housing units, when you examine the overall history of Princeton's program foreclosures are few and far between. Additionally, it is more cost-effective to intervene and protect these units during the foreclosure process than having to replace any losses with the construction of brand new units. Accordingly, we would appreciate very much if you would consider these requests as part of your agenda on October 26, 2015

cc: Marc Dashield, Administrator
Kathy Monzo, CFO/Assistant Administrator
Christy Peacock, Affordable Housing Coordinator



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Engineering

RESOLUTION 15-309

Resolution of the Mayor and Council of Princeton Authorizing Final Change Order For Trap Rock Industries, LLC. - Road Materials Contract in the Amount of \$390,000.00

WHEREAS, pursuant to duly advertised Notice to Bidders in accordance with the New Jersey Public Contracts Law, *N.J.S.A.* 40A:11-1 et seq., bids were received and awarded to Trap Rock Industries, LLC, for Road Materials for a contract amount of Two Hundred Forty Seven Thousand Four Hundred Sixty Two Dollars and Fifty Cents (\$247,462.50); and

WHEREAS, the Princeton Engineering Department recommends the authorization of Change Order No. 1 in the amount of Three Hundred Ninety Thousand Dollars and No Cents (\$390,000.00) for additional road materials; and

WHEREAS, in accordance with the Certification and Request for Change Order from the Princeton Engineer dated October 22, 2015, it appears that the requested change order is necessary due to circumstances which could not have reasonably been foreseen; and

WHEREAS, the change order exceeds 20% of the original contract price; and

WHEREAS, the Local Public Contracts Rules (*N.J.A.C.* 5:30-11.9) specify a procedure for change orders which exceed the 20% limitation; and

WHEREAS, based on the factual circumstances surrounding the requested change order, its issuance would not constitute an abuse of the aforesaid Rules and procedures; and

WHEREAS, a copy of the proposed change order is annexed hereto; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Princeton Council as follows:

1. Public bidding for a new contract(s) for the additional materials needed to complete Princeton's road work, as fully explained in the Certification and Request for Change Order filed by the Princeton Engineer, would have interfered with the efficient and safe completion of the road work and would not have been economically practical.

2. Issuance of the change order is in the best interest of Princeton and the attached Change Order No. 1 is hereby approved.

3. This Resolution, when counter-signed by Trap Rock Industries, LLC, shall serve as a contract amendment to the original contract for the purpose of confirming the increase in the contract price by Three Hundred Ninety Thousand Dollars (\$390,000.00), the amount of this Change Order No. 1. The final contract amount shall now be Six Hundred Thirty Seven Thousand Four Hundred Sixty Two Dollars and Fifty Cents (\$637,462.50).

4. The Municipal Clerk is hereby directed to cause to be printed once in the official newspaper a brief notice indicating the additional amount to be expended, the original contract price, the nature of the original and additional quantities needed, and a statement that the additional funds must be expended in order to purchase additional materials, which could not reasonably have been foreseen. The Municipal Clerk shall keep a copy of the advertisement on file, where it shall remain available for public inspection, and shall provide a copy to the Municipal Auditor so that he may report same in the annual audit.

5. The Municipal Clerk shall report to the Division of Local Government Services, on a form provided by said Division, the approval of the change order authorized herein. This report shall be an appendix to Princeton's annual budget to said Division.

Councilperson	Absent	Present	1 st	2 nd	Ye a	Nay	Abstain	Disqualified
Ms. Butler								
Mrs. Crumiller								
Ms. Howard								
Mr. Liverman								
Mr. Miller								
Mr. Simon								
Mayor Lempert								
I, Linda S. McDermott, Clerk of the Municipality of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of said Municipality at a meeting held October 26, 2015. IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Municipality, this ___ day of October 2015. _____ Linda S. McDermott Municipal Clerk								

AGREED TO THIS _____ DAY OF OCTOBER, 2015.

ATTEST:

TRAP ROCK INDUSTRIES, LLC

George M. Conway, Jr.

BY _____
Michael J. Crowley, Vice President

ATTACHMENTS:

- Trap Rock - Road Materials change order 1 (PDF)



Municipality of Princeton

Municipal Building
400 Witherspoon Street
Princeton, NJ 08540-3496

Department of Community Development
Office of the Engineer
Telephone (609)921-7077
Fax: (609) 688-2027

ROBERT V. KISER, P.E.
Director of Engineering

CERTIFICATION AND REQUEST FOR CHANGE ORDER

To: Marc Dashield, Administrator
From: Robert V. Kiser, P.E., Director of Engineering
Date: October 22, 2015
Re: **Trap Rock Industries, LLC - Road Materials Contract**
Approval of Change Order No. 1 – in the amount of \$390,000.00

Princeton annually solicits bids for the purchase of road materials each year through use of an open-end contract advertised pursuant to the Local Public Contracts Law. In doing so, Princeton uses its best judgment to project and anticipate the extent of the need for these materials, and to include in the contract an estimated quantity of materials.

In November 2014, Princeton executed a contract with Trap Rock Industries, LLC, to provide to Princeton, on an as-needed basis, road materials from November 2014 to December 2015 for the sum of \$247,462.50. Again, this amount was based on Princeton’s best estimates for the quantity of materials that would be needed to complete various road projects and repairs for the contract term.

Because of various unforeseen factors occurring during the term of this contract, such as extremely cold weather and advanced deterioration of certain roadways, significantly more road materials was necessary than could have been reasonably anticipated. As a result, a change order in the amount of \$390,000.00 is now necessary to ensure prompt payment to Trap Rock Industries, LLC, for these additional materials, which have already been utilized on the necessary projects. The following change order is requested:

Original Contract Amount	-	\$247,462.50
Change Order #1	-	\$390,000.00
New Contract Amount	-	\$637,462.50

As stated above, a number of unforeseeable circumstances led to the significant increase in demand for the road materials.

First, the extremely harsh winter weather, which could not be anticipated, required emergency repairs to be completed for the entire length of Cherry Valley Road and the section of Snowden Lane between Braeburn Drive and Herrontown Road. With regard to Cherry Valley Road,

Princeton assisted Montgomery Township by purchasing bituminous materials for the Montgomery section of the road in addition the Princeton section so that the work could be completed by a single contractor on an expedited basis. It was in the best interests of Princeton, and the traveling public in particular, to have this work completed as quickly as possible. Therefore, there was not sufficient time to solicit bids for these additional materials.

Second, recently it was determined that more bituminous materials than anticipated would be needed to complete paving work in connection with the completion of Mount Lucas Road and Prospect Avenue paving projects. The need for these additional materials was as a result of several unforeseen factors, including differing site conditions and the needs of the immediate community. Moreover, sufficient time was not available to rebid the purchase of these materials due to the need to complete the work while the contractors were available and limit the need for road closures during construction.

It is noted that for the past thirty (30) years the contracts for the purchase of these road materials from the quarry have always gone to Trap Rock Industries, LLC, primarily due to the nearby location of the Rocky Hill facility.

Nonetheless, the base contract in question with Trap Rock Industries, LLC, was executed following a duly noticed solicitation of bids under the Local Public Contracts Law, and the only change to that contract is the maximum quantity of the materials to be used rather than the quality of the materials or nature of the services.

Please also note that normally, under the applicable rules, the contractor is required to submit the certification requesting the change order. Because of the nature of this contract as an open-end contract for a maximum quantity of materials to be provided on an as-needed basis, such a certification is being submitted by this office rather than Trap Rock Industries, LLC.

This change order has been reviewed by Assistant Attorney Lisa Maddox. In addition, I have discussed this matter with Sandy Webb, CFO, and sufficient funds are in place for the recommended change order.

In consideration of the above it is recommended that Change Order No. 1 in the amount of \$390,000 be approved by Council at their October 26th meeting.

Please find attached a resolution providing for the above change order.

If you have any questions please contact me.



Robert V. Kiser, P.E., Director of Engineering

RVK/cc

cc: Linda McDermott, Municipal Clerk
Kathy Monzo, Deputy Admin/Director of Finance
Sandra Webb, CFO
Trishka Cecil, Esquire, Municipal Attorney
Lisa Maddox, Esquire
Robert Hough, P.E., Director of Infrastructure and Operations
Deanna Stockton, P.E., Assistant Engineer
Alina Ferreira, P.E., Construction Engineer



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Public Works

RESOLUTION 15-310

**Fair Share Agreement with Lawrence Township for the Purchase of a
New Leaf Turner in an Amount Not to Exceed \$52,015.00**

**RESOLUTION OF THE MAYOR AND COUNCIL OF PRINCETON
AUTHORIZING AN INTERLOCAL SERVICE AND JOINT PURCHASE AGREEMENT
WITH THE TOWNSHIP OF LAWRENCE IN CONNECTION WITH OPERATIONS AT
THE JOSEPH H. MAHER, JR. ECOLOGICAL FACILITY AND PURCHASE OF A
NEW LEAF-TURNER OF WHICH PRINCETON'S FAIR SHARE AMOUNT IS
\$52,015.00**

WHEREAS, the Municipality of Princeton ("Princeton") seeks to enter into an Interlocal Service and Joint Purchase Agreement ("Agreement") with the Township of Lawrence ("Lawrence") in Mercer County, New Jersey, for purposes of the operation of the Joseph H. Mayer, Jr. Ecological Facility and the joint acquisition, operation and maintenance of certain machinery and equipment for disposing of trees and shrubs at the said facility; and

WHEREAS, the Agreement sets forth the obligations and rights of the parties regarding machinery and equipment jointly purchased by the parties pursuant to prior agreement(s), which, among other things, designates Lawrence as the joint contracting agent and requires both parties to equally share the cost of operating and maintaining the equipment and machinery; and

WHEREAS, N.J.S.A. 40A:11-10(a)(1) authorizes Princeton and Lawrence to enter into an interlocal services and joint purchase agreement for the provision and performance of goods and services as enumerated above, subject to the approval of the Director of Local Government Services in the Department of Community Affairs; and

WHEREAS, the Agreement also provides for the joint purchase and maintenance of a new piece of equipment, namely an Areomaster PT-170 "Leaf-Turner;" and

WHEREAS, pursuant to a duly advertised notice to bidders under the Local Public Contracts Law, Lawrence has solicited bids and awarded a contract for the purchase of the “Leaf-Turner” for the cost of \$104,030; and

WHEREAS, pursuant to the terms of the Agreement, the cost to Princeton for the “Leaf-Turner” will be \$52,015; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this purchase.

NOW, THEREFORE, BE IT RESOLVED by the Princeton Council on this 26th day of October, 2015 that:

1. The above “Whereas” clauses are incorporated herein as if fully restated.
2. The Mayor and Clerk are hereby authorized and directed to execute the Interlocal Service and Joint Purchase Agreement (“Agreement”) with the Township of Lawrence (“Lawrence”) for purposes of the operation of the Joseph H. Maher, Jr. Ecological Facility and the joint acquisition, operation and maintenance of certain machinery and equipment for disposing of trees and shrubs at said facility.
3. A copy of the fully executed Agreement with Lawrence shall be kept on file in the Clerk’s Office and also shall be sent to the Director of Local Government Services in the Department of Community Affairs. To the extent mandated by N.J.S.A. 40A:11-11, the Agreement shall not be effective until approved by said Director.

4. Upon the effectiveness of the Agreement, Princeton is authorized to remit payment in the amount of \$52,015 to Lawrence for the purchase of the “Leaf-Turner.”

Councilperson	Absent	Present	1 st	2 nd	Yea	Nay	Abstain	Disqualified
Ms. Butler								
Ms. Crumiller								
Ms. Howard								
Mr. Miller								
Mr. Liverman								
Mr. Simon								
Mayor Lempert								
<p>I, Kathleen Brzezynski, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held October 26th, 2015. IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of Princeton, this 27th day of October, 2015.</p> <p style="text-align: right;">_____ Kathleen Brzezynski Deputy Municipal Clerk</p>								

ATTACHMENTS:

- Memo.M&C.Agreement&LeafTurner.EcologicalCenter.October26,2015Meeting (DOCX)
- INTERLOCAL SERVICE AND JOINT PURCHASE AGREEMENT - for 10.16.15 meeting (DOCX)



**DEPARTMENT OF INFRASTRUCTURE
AND OPERATIONS**

1 Monument Drive, Post Office Box 390

Princeton, NJ 08542

609-497-7639

www.princetonnj.gov

Robert Hough, P.E., Director

Memo

To: Marc D. Dashield, Administrator

From: Robert A. Hough, P.E., Director

Date: October 21, 2015

RE: Joseph H. Maher, Jr. Ecological Facility
– Township of Lawrence and Municipality of Princeton
Interlocal Service and Joint Purchase Agreement
Purchase of New Leaf Turner Equipment
– Reimbursement of Lawrence Township

The Township of Lawrence and the Municipality of Princeton have a mutual need to maintain and operate the Joseph H. Maher, Jr. Ecological Facility for the primary purpose of disposing of leaves, brush and logs. In addition, Lawrence and Princeton have a mutual need to acquire, operate and maintain certain machinery and equipment in order to handle leaves, brush and logs.

Please find attached an “Interlocal Service and Joint Purchase Agreement” for review and execution by the Mayor and Council of Princeton. This agreement is similar to past agreements between Lawrence and the former Borough of Princeton and the former Township of Princeton. This agreement has been review by legal counsel for both Lawrence and Princeton.

In addition, attached is a resolution authorizing the execution of the above reference agreement and also authorizing the purchase of a new “Leaf-Turner” for use at the Ecological Facility. The resolution further authorizes the reimbursement of 50 % of the cost or the amount of \$52,015.00 of the new “Leaf-Turner” to Lawrence. The cost of Princeton share of the new “Leaf-Turner” will be paid from Capital Account 04-215-15-007-075-334 Equipment at Ecological Facility (Capital Ordinance 2015-7).

As always, should you have any questions concerning this recommendation, please feel free to contact me.

CC: Kathryn Monzo, Deputy Administrator
Sandra L. Webb, Chief Finance Officer

INTERLOCAL SERVICE AND JOINT PURCHASE AGREEMENT

THIS AGREEMENT made this ____ day of October, 2015 by and between the Township of Lawrence, the Municipality of Princeton, all municipal corporations of the State of New Jersey, County of Mercer, is as follows:

WHEREAS, the parties have a mutual need for certain machinery and equipment below described for the purposes of disposing of trees and shrubs; and;

WHEREAS, the parties wish to provide for their needs, jointly, through the acquisition, operation and maintenance of such machinery and equipment, and the operation of the Joseph H. Maher Jr. Ecological Facility.

NOW, THEREFORE, in consideration of these premises and the mutual covenants and other good and valuable consideration recited below, the parties agree as follows:

1. Machinery and Equipment:

- A. The parties have purchased under previous agreement, pursuant to the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq. and pursuant to N.J.S.A. 40A:11-10 thereof) and to operate, pursuant to the Interlocal Service Act, N.J.S.A. 40:8A-1 et seq. the following:

1997 Erin Screener, Cost: \$75,000, VIN: 25AAQQ19705159905

1993 Case Loader, Cost: \$25,000, VIN: JAK0021590

1999 Case Loader, Cost: \$54,995, VIN: JEE0093127

1996 Scat Leaf Turner, Cost: \$50,000, VIN: 4W8X341

2004 Peterson Pacific Horizontal Wood Grinder, Cost: \$298,990, VIN: 17B211-1005

1995 Ford Tractor, Cost: \$9,500, VIN: BD97252

2006 Mack Truck Tractor, Cost: \$28,750, VIN: 1M113Y2XW105266

- B. The parties are in the process of purchasing, under this Agreement, pursuant to the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq. and pursuant to N.J.S.A. 40A:11-10 thereof) and to operate, pursuant to N.J.S.A. 40A:11-10 et seq. the following:

Areomaster PT-170, cost \$104,030, VIN: 8179

2. **Procurement/Ownership:** The Township of Lawrence shall be and is hereby designated as the agent responsible for procuring the equipment on behalf of the parties and shall receive as dedicated revenues for said purposes one-half (1/2) of the purchase price from each of the other parties within a reasonable time prior to the award of bid. Each party shall have an equal ownership interest in the ecological facility equipment.
3. **Installation:** The composting equipment shall at all times be accessible to all parties. The initial and principal site for the grinder, and related equipment, shall be 3701 Princeton Pike in the Township of Lawrence, subject to such movement and relocation as the parties shall deem appropriate to prevailing conditions.
4. **Operation:** Operation of the grinder and related equipment shall be limited to qualified personnel of the parties, to be designated by name and title and subject to such supervision and scheduling as the parties shall agree in the manner hereinafter provided.
5. **Management Plan/Budget:** The parties shall confer and agree upon an operating budget and such other matters concerning the operation and maintenance of the Ecological Facility as shall be foreseeable. At the inception of this agreement and from time-to-time, each party shall designate one person to represent the party on a supervisory committee which shall have primary responsibility to oversee the management and operation of equipment within the limitations of the budget. All decisions shall be determined by majority vote of the parties or by their committee members. Any issue arising at a committee meeting which cannot be resolved by a vote of its members shall be referred to the governing bodies for resolution. If, after a reasonable attempt to reach agreement by conferring among each other, the parties cannot resolve a matter of interpretation of this agreement by majority vote, the matter shall be subject to resolution by an action in the Superior Court, or by a form of alternate dispute resolution to be agreed upon by the parties.

Lawrence Township shall continue to be the lead agency for the coordination of repairs to all ecological facility equipment. Lawrence Township shall produce all maintenance schedules with appropriate input from Princeton's maintenance coordinator. Lawrence Township and Princeton shall provide equal labor hours from each agency to adequately operate the facility on a daily basis. Labor hours shall include the following aspects:

- a) Operating the main gate per NJ D.E.P. guidelines
 - b) Maintain equipment
 - c) Emergency repairs
 - d) General operation of the facility per NJ D.E.P. guidelines
 - e) Administrative duties per NJ D.E.P guidelines
 - f) Removal of superfluous material (raw brush, compost, single ground wood chips, double ground wood chips)
 - g) Rotate Saturday operation of the main gate to allow residents access. Lawrence and Princeton shall jointly agree upon hours and dates of operation.
6. **Costs:** Except as agreed to by the parties, consistently with the budget established for such purposes, and in furtherance of the objectives of this agreement, the Township of Lawrence shall be responsible for transacting all day-to-day business with regard to the operation and maintenance of the grinder and related equipment, such as the procurement of parts and service. Each party shall bear one half (1/2) of the costs of operation and maintenance of the compost equipment regardless of usage. "Costs" shall include but not be limited to, utilities, insurance, service agreements, and fuel and

maintenance costs. The Township of Lawrence shall provide a quarterly statement to the parties as to costs incurred (including costs incurred or advanced by any party) and shall be entitled to receive payment of each party's share within forty-five (45) days of the report. The other parties shall have the right to require information in addition to the report prior to approving payment. In the event of any monetary fine imposed by the NJ D.E.P. or any state, county, or federal agency, Lawrence Township and Princeton will equally share the total cost of the penalty. In addition, both parties shall share equally all expenses incurred from litigation and any legal fees.

7. **Supervision:** All matters concerning management, operation and funding shall be referred to a supervising committee to be composed of the designees of each of the parties. The committee shall determine its own rules of procedure and resolve in accordance therewith all questions concerning this agreement and the management of the joint property; provided, that the committee shall have no power to convey or otherwise dispose of the composting equipment or to incur any liability in excess of the budgetary limitations. Any such proposal shall be referred, instead, to the executive administrative and governing officials of the respective parties, each of which shall consider the issue and, after consultation, adopt the appropriate measures to resolve the issue.
8. **Indemnification:** Each party shall bear full responsibility for the conduct of its personnel in all aspects of the operation and management of the ecological facility and shall defend, indemnify and hold harmless the other parties against claims arising there from. In any claim arising from a mechanical defect or malfunction of the machinery or its maintenance, no one party shall be deemed to be the host, owner or proprietor of the machinery or the site upon which it is cited for the purposes of apportioning a greater percentage of liability or responsibility on said party, such as may arise on the theory of host, or premises liability. All parties agree to put their liability carriers on notice of this agreement and to provide said carriers with a copy of the agreement.
9. **Payments:** Any payments derived from the use of the compost equipment shall be payable to the Township of Lawrence and shall be applied on an equal basis as a credit against operation and maintenance costs. At calendar year-end any revenue in excess of operation and maintenance costs will be divided equally among the parties, payment to be made not later than February 15th, or as otherwise agreed by the parties.
10. **Sale/Disposal:** The jointly owned equipment may be sold or otherwise disposed of upon such terms as shall be agreed upon by the parties, in accordance with New Jersey law. Each party shall have the right to purchase the equipment prior to its offer for sale to any third party. After payment of any cost relating to the sale of the equipment, the proceeds of any sale shall be distributed equally among the parties.
11. **Lawrence Township and Princeton** reserves the right to cancel or void this agreement with 180 day's written notice.
12. **Term:** The initial term of this agreement shall be for five (5) years. However, as the equipment has an anticipated useful life of fifteen (15) years, it is the parties intention, subject to the approval of the Director of Division of Local Government Services to extend said agreement for two (2) additional terms of five (5) years after the expiration of the initial five (5) year term.

ATTEST:

Kathleen Norcia, Municipal Clerk

Linda McDermott, Municipal Clerk

TOWNSHIP OF LAWRENCE

BY:_____
Cathleen Lewis, Mayor

MUNICIPALITY OF PRINCETON

BY:_____
Liz Lempert, Mayor



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

AGENDA ITEM

Bills & Claims

ATTACHMENTS:

- Bills & Claims (PDF)

List of Bills - Clearing Claims

Meeting Date: 10/26/2015 For bills from 10/13/2015 to 10/22/2015

Vendor	Description	Payment	Check Total
2345 - A PRINCETON TAXI	PO 19355 BLANKET/TAXI SERVICE	270.00	270.00
569 - ABLE MECHANICAL INC.	PO 16991 BLANKET / BUILDINGS AND GROUNDS	1,569.05	
	PO 16991 BLANKET / BUILDINGS AND GROUNDS	282.00	
	PO 16993 BLANKET	2,491.09	4,342.14
2682 - ACCELA, INC. #774375	PO 15891 BLANKET CLERK SOFTWARE	700.00	
	PO 15891 BLANKET CLERK SOFTWARE	700.00	
	PO 15891 BLANKET CLERK SOFTWARE	1,400.00	
	PO 19691 MONTHLY CLERK SOFTWARE 12/1/14	700.00	3,500.00
2425 - ACCSES NEW JERSEY, INC	PO 16994 BLANKET/CLEANING SERVICES	1,799.28	
	PO 16994 BLANKET/CLEANING SERVICES	10,111.75	
	PO 19265 BLANKET FIREHOUSE CLEANING/JM	1,799.28	13,710.31
1873 - AGIN SIGNS & DESIGNS	PO 19266 REMOVAL OF EXISTING LETTERING OFF O	925.00	
	PO 19296 REMOVAL OF EXISTING LETTERING OFF O	875.00	
	PO 19297 REFLECTIVE LETTERING FOR WHITE 2011	475.00	2,275.00
2293 - AIR SYSTEMS MAINTENANCE	PO 17024 BLANKET / BUILDINGS HVAC	300.00	
	PO 17024 BLANKET / BUILDINGS HVAC	2,464.66	
	PO 18268 Replace Carrier Unit 3 Compressor	16,857.00	19,621.66
32 - ALL INDUSTRIAL-SAFETY PRODUCTS	PO 17013 BLANKET\ ROADS SAFETY SUPPLIES	2,683.50	2,683.50
38 - AMERICAN SEW-VAC CENTER	PO 17328 METERS	450.05	450.05
39 - AMERICAN WEAR INC.	PO 17172 BLANKET/UNIFORMS	287.39	
	PO 17172 BLANKET/UNIFORMS	15.00	
	PO 17172 BLANKET/UNIFORMS	89.02	
	PO 17172 BLANKET/UNIFORMS	15.00	
	PO 17172 BLANKET/UNIFORMS	89.02	
	PO 17172 BLANKET/UNIFORMS	809.30	
	PO 17172 BLANKET/UNIFORMS	313.87	
	PO 17174 UNIFORM BLANKET	82.94	
	PO 17174 UNIFORM BLANKET	82.94	
	PO 17174 UNIFORM BLANKET	82.94	
	PO 17174 UNIFORM BLANKET	82.94	
	PO 17174 UNIFORM BLANKET	82.94	
	PO 17175 UNIFORM BLANKET	156.23	
	PO 17175 UNIFORM BLANKET	156.23	
	PO 17175 UNIFORM BLANKET	312.46	
	PO 17175 UNIFORM BLANKET	156.23	2,814.45
515 - ANIMAL CARE EQUIPMENT & SERVICES	PO 19239 AAC-L 12 LEADS - ANIMAL CONTROL LEA	1,480.61	1,480.61
57 - AT&T	PO 19690 #055539-1124 & #030175-6429 & #0555	411.96	411.96
58 - AUTOMATIC COMMUNICATIONS	PO 19314 HOOK & LADDER SERVICE CALL TO REPLA	475.00	475.00
664 - BALDINO, SALVATORE	PO 19662 HOURS WORKED FOR SEPTEMBER 2015	1,866.00	1,866.00
1955 - BARRETT, MICHAEL T.	PO 16941 RESOLUTION # 2015-5/PUBLIC DEFENDER	9,166.52	9,166.52
646 - BEN SHAFFER RECREATION INC.	PO 19231 WATER FOUNTAIN 7730 (TURNING BASIN)	7,833.00	
	PO 19441 WATER FOUNTAIN REPAIR PARTS (PARKS)	1,436.25	
	PO 19583 SOCCER NETS FOR PARKS \ QUOTE # JLH	376.94	9,646.19
63 - BISH SALES & SERVICE	PO 17185 BLANKET SHADE TREE/JM	433.16	433.16
967 - BRAND BUILDERS	PO 19263 SHREDTEMPERFEST 2015/ RAIN BARRELLS	3,510.00	3,510.00
463 - BRITTON INDUSTRIES, INC.	PO 16996 BLANKET/ LOGS BRUSH	64.20	64.20
1588 - BRZEZYNSKI, KATHLEEN	PO 19727 To Reimburse Clerks Office Petty Ca	308.59	308.59
83 - BUCKS COUNTY INTERNATIONAL INC	PO 17300 BLANKET DPW PARTS	4,238.76	
	PO 19088 PW-40 HI IDLE INOP REPAIR	102.86	4,341.62
1945 - C&M AUTOMOTIVE WAREHOUSE	PO 17283 DPW PARTS	124.74	
	PO 17289 SOC EQUIPMENT/MACHINE PARTS	300.40	425.14
1939 - CAMERON, JACQUELIN M	PO 19744 3RD & 4TH QTRH 2015 MED -B	3,007.55	3,007.55
1047 - CANON SOLUTIONS AMERICA, INC.	PO 19643 OCE COPIER 9/1/2015 TO 9/30/2015	288.44	288.44
86 - CAOLA COMPANY	PO 19411 CORNER HOUSE CHART ROOM DOOR REPAIR	292.14	292.14
1710 - CAPITOL FIRE PROTECTION CO	PO 19359 SUZANNE PATTERSON ANNUAL INSPECTION	265.00	
	PO 19359 SUZANNE PATTERSON ANNUAL INSPECTION	1,200.00	1,465.00
1586 - CARNEVALE DISPOSAL COMPANY INC	PO 19089 BLANKET - STREET SWEEPINGS	1,510.64	
	PO 19089 BLANKET - STREET SWEEPINGS	1,016.02	2,526.66
96 - CENTRAL JERSEY WASTE & RECYCL.	PO 16997 BLANKET/TONNAGE/ORGANICS/RECYCLING	49,795.35	49,795.35
2960 - CHAMBERS ARCHITECTURE, INC.	PO 17616 RESOLUTION # 2015-45	3,000.00	3,000.00
364 - CINTAS FIRST AID & SAFETY 105	PO 16998 BLANKET	1,370.99	
	PO 17001 BLANKET	149.82	1,520.81
1732 - COMCAST BUSINESS	PO 17099 FIBER FOR MUNICIPALITY #900019299	2,932.41	2,932.41
106 - COMMUNICATIONS SPECIALISTS INC.	PO 17427 BLANKET / MAINTENANCE	828.00	828.00

List of Bills - Clearing Claims

Meeting Date: 10/26/2015 For bills from 10/13/2015 to 10/22/2015

Vendor	Description	Payment	Check Total
2514 - COUNTY OF MERCER DEPT OF TRANSP. &	PO 19638 MERCER COUNTY DEPARTMENT OF TRANSP	1,122.71	1,122.71
1861 - CROMWELL, DAVID A.	PO 19657 2015 RETIREE MED GAP	2,923.08	2,923.08
2760 - CROSS MATCH TECHNOLOGIES, INC.	PO 18859 FINGERPRINT SOFTWARE AND MAINTENANC	1,160.80	1,160.80
1067 - CUDA METRO SALES, INC.	PO 19388 298 RIVER ROAD HVAC ANNUAL SERVICE	576.21	576.21
1849 - CUSTOM BANDAG, INC.	PO 19416 SOC BACKHOE TIRES ALL 4	3,080.00	3,080.00
1848 - CUTRONEO, ILENE	PO 19622 2015 EYEGLASS REIMBURSEMENT, 9/1/20	150.00	150.00
841 - D&W DIESEL, INC.	PO 19298 PARTS FOR BUS 616	972.51	972.51
2584 - DANO ENTERPRISES INC.	PO 19394 LAWN & LEAF BAGS	4,861.44	4,861.44
1833 - DELTA DENTAL PLAN OF N.J.	PO 19655 DELTA DENTAL INSURANCE 11/01/15-11/	18,552.55	18,552.55
1830 - DITSCHMAN-FLEMINGTON FORD	PO 17223 BLANKET DPW PARTS	21.07	
	PO 17223 BLANKET DPW PARTS	142.90	
	PO 17223 BLANKET DPW PARTS	892.00	
	PO 17223 BLANKET DPW PARTS	94.73	
	PO 17223 BLANKET DPW PARTS	328.44	
	PO 17230 BLANKET SOC PARTS	667.94	2,147.08
3072 - DRACO GRAPHIC DESIGNS INC.	PO 19228 UPGRADE CONTROLS FOR HVAC AT 400 WI	8,594.00	8,594.00
1256 - EASTERN ARMORED SERVICES, INC.	PO 16629 RESOLUTION # 2015-25 / ARMORED CAR	8,352.00	
	PO 19641 PURCHASE OF 1000 CT TAMPER EVIDENT	350.00	8,702.00
2323 - EMERGENCY RESPONSE TRAINING	PO 19311 EMERGENCY BOAT OPERATION AND RESCUE	2,400.00	2,400.00
1009 - EVOQUA WATER TECHNOLOGIES LLC	PO 17010 BLANKET	6,873.00	6,873.00
148 - FIRE & SAFETY SERVICES, LTD.	PO 18870 BLANKET - SERVICE PERFORMED ON FIRE	47.78	47.78
489 - FLEMINGTON CHEVROLET	PO 19184 BLANKET	283.05	283.05
2779 - FLEMINGTON DODGE-CHRYLSEER-JEEP	PO 19070 R&I POLICE EQUIPMENT FOR REPAIR	253.95	253.95
152 - FLM GRAPHICS CORPORATION	PO 19373 PLANS AND SPECS FOR EDGEHILL ROAD R	687.58	
	PO 19373 PLANS AND SPECS FOR EDGEHILL ROAD R	274.40	
	PO 19350 PLANS & SPECS FOR EDGEHILL STREET	615.75	
	PO 19391 OPRA REQUEST FOR PARK PLACE LITIGAT	45.36	
	PO 19540 COPIES FOR THE SMALL CITIES GRANT A	25.00	1,648.09
155 - FOSTER & COMPANY, INC.	PO 18847 BLANKET DPW SHOP SUPPLIES	269.89	
	PO 18848 BLANKET SOC SHOP SUPPLIES	231.31	501.20
1779 - FOWLERS GULF	PO 19103 BLANKET/WHEEL ALIGNMENT	97.14	97.14
157 - FRIENDLY RENTAL CENTERS	PO 19505 EQUIPMENT RENTAL	267.30	267.30
324 - FUTURE SANITATION INC.	PO 18741 RESOLUTION # 2015-177 /REMOVAL OF S	2,076.00	2,076.00
2246 - GENSERVE INC.	PO 17003 BLANKET FIRE FACILITIES GENERATORBL	465.00	
	PO 19005 MONITORING GENTRACKER RENEWAL	4,000.00	4,465.00
168 - GPANJ INC.	PO 19683 REGISTRATION FOR ROBERTA CASS AND L	90.00	90.00
170 - GRAINGER	PO 17005 BLANKET/BUILDINGS AND GROUNDS SUPPL	280.48	
	PO 17005 BLANKET/BUILDINGS AND GROUNDS SUPPL	708.90	
	PO 17005 BLANKET/BUILDINGS AND GROUNDS SUPPL	357.00	
	PO 19313 BLANKET - TOOLS AND SUPPLIES	373.37	1,719.75
2146 - GREGORY, ROBERT G.	PO 19563 REIMBURSEMENT FOR GLASSES FOR SCBA	215.35	215.35
184 - HERBERT, VAN NESS, CAYCI & GOODELL	PO 17766 RESOLUTION # 2015-35 / LEGAL SERVIC	165.00	
	PO 19637 NINA GOLDER	1,996.50	
	PO 19733 Cable TV Franchise Negotiations	16.00	2,177.50
185 - HERMITAGE PRESS INC.	PO 19536 BUSINESS CARDS ANTHONY GUEVAREZ	24.14	
	PO 19542 BUSINESS CARDS FOR JOE MATTICOLI	48.30	
	PO 19553 BUSINESS CARDS FOR AFROULA IPPOLITO	24.14	96.58
1104 - HERRONTOWN ASSOCIATES	PO 19614 CRC REFUND	35.00	35.00
2445 - HOLSCHER, SUSAN	PO 19699 2015 EYEGLASS REIMBURSEMENT, 10/5/2	139.95	139.95
191 - HOME DEPOT/GEFC	PO 17029 BLANKET/ BUILDINGS GROUNDS SUPPLIES	79.48	
	PO 17031 BLANKET/BUILDINGS AND GROUNDS	357.57	
	PO 17036 BLANKET/SEWER MISCELLANEOUS	134.69	571.74
1099 - HOUGH, ROBERT A.	PO 19731 CONFERENCE REIMBURSEMENT/JM	2,322.32	2,322.32
1660 - HUIE, LILY	PO 19603 MILEAGE REIMBURSEMENT FOR MINI CON	67.85	67.85
1671 - HUIJBER, ED	PO 19534 2015 EYEGLASS REIMBURSEMENT, 9/4/20	150.00	150.00
894 - HVIDDOCK, DAVE	PO 19615 PLUMBING OFFICALS LUNCHON	12.00	12.00
2508 - INTEGRATED TECHNICAL SYSTEMS, INC.	PO 17337 METERS	752.00	752.00
2810 - INTERNATIONAL PARKING INSTITUTE	PO 19541 REGULAR MEMBERSHIP RENEWAL FOR DEAN	595.00	595.00
2826 - IPPOLITO, AFROULA	PO 19460 BAGELS FOR DEPARTMENT MEETING	150.51	
	PO 19661 REIMBURSEMENT FOR HELIUM TANK AND R	454.04	604.55
746 - J. VINCH	PO 19408 DISPOSAL FEE FOR SHREDTEMBERFEST ON	394.92	394.92
2907 - JAN PRO OF CENTRAL NJ	PO 18963 BLANKET / CLEANING SERVICES AT THE	495.00	495.00
1649 - JERSEY ELEVATOR	PO 17370 ELEVATOR MAINTENANCE	428.85	428.85

List of Bills - Clearing Claims

Meeting Date: 10/26/2015 For bills from 10/13/2015 to 10/22/2015

Vendor	Description	Payment	Check Total
211 - JOHNNY ON THE SPOT INC.	PO 19504 RENTAL: TURNING BASIN	363.95	
	PO 19529 TURNING BASIN RENTAL	191.49	555.44
3052 - JUSTIN TREE SERVICES & GENERAL CONS	PO 19369 TREE REMOVAL CRANE WORK/268 MT. LUC	5,400.00	5,400.00
988 - K C SERVICE	PO 18933 BLANKET \ PARTS	95.19	95.19
1617 - KISER, ROBERT V	PO 19586 REIMBURSEMENT FOR MEMBERSHIP	25.00	25.00
75 - KOVI TOWING LLC	PO 19454 TOWING R-11 HIT CURB	140.00	140.00
1612 - KRUSE, STEVE	PO 19745 GILDAN 50/50 BLEND TEE SHIRTS	264.60	264.60
181 - L-3 MOBILE-VISION, INC	PO 19477 EMA MOBILE VISION SOFTWARE	4,045.92	4,045.92
228 - LAWSON PRODCTS, INC	PO 19418 BLACK RUBBER GLOVES	90.48	90.48
244 - LEVINE, KEITH	PO 19546 Attendance of the lead inspector /	23.00	
	PO 19642 REIMBURSEMENT FOR TRAVEL TO CLASS	34.50	57.50
314 - LINE SYSTEMS, INC.	PO 19659 ACCOUNT#56132 OCT 15,2015	350.05	350.05
3076 - MAIN STREET BISTRO & BAR	PO 19597 Volunteer Party held 09/09/15	1,529.90	1,529.90
1570 - MAJESTIC OIL COMPANY	PO 17371 FUEL	11,027.16	11,027.16
1565 - MALOUF FORD	PO 19426 BUS REPAIR 675	2,204.67	2,204.67
1558 - MASON, GRIFFIN & PIERSON	PO 19577 AFFORDABLE HOUSING - PRINCETON LEGA	11,376.30	
	PO 19576 MISC LEGAL FEE SEPTEMBER 2015	330.00	
	PO 19576 MISC LEGAL FEE SEPTEMBER 2015	1,467.50	
	PO 19576 MISC LEGAL FEE SEPTEMBER 2015	23,448.91	36,622.71
2653 - MATTICOLI, JOSEPH	PO 19616 ELECTRIC SUBCODES LUNCHON	12.00	12.00
1547 - MCMASTER-CARR SUPPLY CO	PO 19318 PUMP FOR TREE WATERING	619.87	619.87
1543 - MCQUEEN, ROBERT	PO 19728 REMBURSEMENT FOR BNC TO HDMI CONVER	39.90	39.90
270 - MEHTA, MUKUL	PO 19589 CELLPHONE STIPEND FOR JULY, AUGUST,	60.00	60.00
282 - MERCER COUNTY IMPROV AUTHORITY	PO 17377 BLANKET/ TONNAGE	50,544.37	
	PO 17378 RECYCLING	16,417.44	66,961.81
280 - MERCER SPRING AND ALIGNMENT	PO 19413 PW-20 KING PINS REPLACEMENT SPRINGS	4,202.70	4,202.70
289 - MGL PRINTING SOLUTIONS	PO 19125 BLANKET PO	3,552.00	3,552.00
292 - MIDDLESEX COUNTY FIRE ACADEMY	PO 18872 BLANKET - TRAINING	420.00	420.00
305 - MORASKI, WILLIAM	PO 19588 CELLPHONE STIPEND FOR JULY, AUGUST,	60.00	60.00
1509 - MORGAN, CHRISTOPHER	PO 19646 ACCOMMODATIONS FOR TRAINING SEMINAR	211.00	211.00
2938 - MRA INTERNATIONAL, INC	PO 19590 APC REPLACEMENT BATTERY	352.44	
	PO 19591 OPTIARC AD 5280S CB DVD WRITER SATA	60.00	412.44
2613 - MUIR, ROSALIND	PO 19578 REIMBURSEMENT	749.50	749.50
2418 - MWANJ TREASURER	PO 19547 ANNUAL FALL CONFERENCE	35.00	35.00
350 - N.J.A.P.Z.A.	PO 19624 NJAPZA ANNUAL LUNCHEON, WEDNESDAY,	120.00	120.00
317 - NAGIN, JACQUELINE	PO 19707 Primepoint 5/14/15	106.59	106.59
318 - NAMLO INDUSTRIES	PO 19387 POWER MICRO TORCH, BUTANE CANNISTER	53.90	53.90
323 - NATIONAL PARTS SUPPLY CO.	PO 17269 BLANKET DPW OILS	112.38	
	PO 17269 BLANKET DPW OILS	35.88	
	PO 17279 FIRE PARTS	617.63	
	PO 17279 FIRE PARTS	203.30	
	PO 17279 FIRE PARTS	196.32	
	PO 17279 FIRE PARTS	103.16	
	PO 17279 FIRE PARTS	136.89	
	PO 17279 FIRE PARTS	115.10	
	PO 17279 FIRE PARTS	20.37	
	PO 18950 BLANKET/DPW PARTS	216.96	
	PO 18950 BLANKET/DPW PARTS	2,520.92	
	PO 18976 BLANKET/SOC PARTS	355.00	4,633.91
909 - NEIRA, ELISA	PO 19557 HUNGER BANQUET	74.89	74.89
1984 - NEW JERSEY ADVANCED MEDIA	PO 19021 TECH SUPPORT AD 8/13-8/30 ACC#1156	175.00	
	PO 19522 CLINICAL DIRECTOR ADVERTISEMENT #11	175.00	350.00
343 - NEW JERSEY LEAGUE OF MUNICIPALITIES	PO 19636 WEBINAR, DECEMBER 4, 2015 FOR DEREK	70.00	70.00
334 - NEW JERSEY PLANNING OFFICIALS	PO 19436 FERN SPRUILL - 10/17/15 CLASS	80.00	80.00
342 - NEW JERSEY SHADE TREE FED.	PO 19472 NJ SHADE TREE FEDERATION 90TH ANNUA	195.00	195.00
330 - NEW JERSEY WATER ENVIRONMENT	PO 19351 ROBERT HOUGH - 2015 FALL TECHNOLOGY	225.00	225.00
354 - NUMMA, TREASURER	PO 19692 NJMMA AWARDS LUNCHEON, WEDNESDAY, N	30.00	30.00
7 - NORCIA CORPORATION	PO 19344 NEW CUPLERS	3,522.00	3,522.00
554 - O'NEILL, BRUCE	PO 19587 CELLPHONE STIPEND FOR JULY,AUGUST,	60.00	60.00
553 - OLIVES GOURMET BAKERY & DELI	PO 11724 CODE REVIEW COMM MEETING LUNCH 3/20	46.54	
	PO 19128 BLANKET - VARIOUS FOOD ORDERS	56.80	
	PO 19526 ASSORTED SANDWICHES	104.25	207.59
1950 - PAETEC COMMUNICATIONS, INC.	PO 19685 SEPT. 2015 ACCT #4034199	1,792.09	1,792.09

List of Bills - Clearing Claims

Meeting Date: 10/26/2015 For bills from 10/13/2015 to 10/22/2015

Vendor	Description	Payment	Check Total
1408 - PARADYNE CREDIT CORP	PO 16330 BLANKET / TELEPHONE	40.04	40.04
650 - PARKING SALES SERVICE CORP.	PO 17321 BLANKET/METERS	6,342.35	6,342.35
1405 - PASCALE, JAMES J.	PO 19649 3RD QTR 2015 RETIREE MEDICAL	1,810.00	1,810.00
1395 - PELLICHERO, JANET	PO 19517 REIMBURSEMENT FOR SHRREDEMBERFEST	127.43	127.43
669 - PESTICIDE TRAINING &CONSULTING	PO 19382 DAN VAN MATER REGISTRAITON/PESTICID	290.00	290.00
1383 - PETRONE, ELLEN	PO 19562 SEPTEMBER HOURS	967.50	967.50
1052 - PETRONE, JOHN JR.	PO 19687 3RD QRTR 2015 RETIREE DENTAL	1,298.22	1,298.22
1379 - PHCC OF NEW JERSEY	PO 19399 2015 NATIONAL STD PLUMBING CODE	452.00	452.00
1815 - PIBL, ALEX	PO 19552 HOURS WORKED FOR JULY 2015	915.00	915.00
1369 - PIZZA STAR	PO 19489 SHRREDEMBERFEST SATURDAY SEPTEMBER	309.60	309.60
808 - POLAR INC.	PO 17367 BLANKET/BOTTLED WATER MAINS	80.00	
	PO 17367 BLANKET/BOTTLED WATER MAINS	134.50	
	PO 17368 BOTTLED WATER/FIRE FACILITIES	57.00	
	PO 17369 SSG-METERS BOTTLED WATER	45.00	316.50
1358 - POTTS, WILLIAM R	PO 19677 3RD QRT 2015 RETIREE MED GAP	2,211.80	2,211.80
583 - POWER PHONE	PO 19465 REGISTRATION FOR NON-EMERGENCY CALL	229.00	229.00
1998 - PRINCETON HEALTHCARE SYSTEM	PO 19593 EMPLOYEE ASSISTANCE 10/1/2015-12/31	1,295.00	1,295.00
591 - PRINCETON PACKET, INC.	PO 19126 BLANKET / VARIOUS LEGAL ADS	9.10	
	PO 19126 BLANKET / VARIOUS LEGAL ADS	98.35	
	PO 19126 BLANKET / VARIOUS LEGAL ADS	15.75	123.20
594 - PRINCETON SENIOR RESOURCE CENTER	PO 17432 RESOLUTION # 2015-159/PROVIDING VAR	32,687.50	32,687.50
1277 - PRINCETON SUPPLY CORPORATION	PO 17365 BLANKET/JANITORIAL SUPPLIES/BUILDIN	343.10	
	PO 17365 BLANKET/JANITORIAL SUPPLIES/BUILDIN	628.84	
	PO 17365 BLANKET/JANITORIAL SUPPLIES/BUILDIN	266.56	
	PO 17365 BLANKET/JANITORIAL SUPPLIES/BUILDIN	28.91	
	PO 17365 BLANKET/JANITORIAL SUPPLIES/BUILDIN	616.70	
	PO 17365 BLANKET/JANITORIAL SUPPLIES/BUILDIN	2,481.80	
	PO 17366 BLANKET SPRING ST/METERS JANITORIAL	108.69	
	PO 19498 PARK JANITORIAL SUPPLIES	547.74	5,022.34
730 - PRO AUTOMOTIVE INC.	PO 19078 YEARLY CAR/TRUCK LIFT INSPECTION	750.00	750.00
603 - PSE&G CO	PO 19747 SEPTEMBER 2015	2,663.46	
	PO 19747 SEPTEMBER 2015	52,357.52	55,020.98
3055 - R.J. WALSH ASSOCIATES, INC.	PO 19030 RESOLUTION # 2015-250	15,197.69	15,197.69
2049 - REPUBLIC SERVICES #689	PO 17374 BLANKET/400 WITHERSPOON RECYCLING	901.12	901.12
1204 - RIGGINS INC.	PO 17372 BLANKET /FUEL	3,703.51	3,703.51
2939 - RIVERWEST ENGINEERING & DESIGN, IN	PO 19264 PORTERS SHIPPING	674.84	674.84
1302 - ROBERTS, JACK	PO 19656 4TH QURT RETIREE MED	5,210.91	5,210.91
2393 - ROSS WISHNICK	PO 19663 HUNGER BANQUET-SHUPP	328.30	328.30
634 - RUTGERS UNIVERSITY-CONTINUING PROF	PO 19278 REGISTRATION FOR JANET PELLICHERO/R	115.00	
	PO 19307 COURSE REGISTRATION FOR DAVID POLLA	195.00	310.00
1957 - SAFELITE AUTOGLASS	PO 19392 WINDSHIELD PW-27	322.85	322.85
636 - SAMSON METAL SERVICE, INC.	PO 19285 STEEL FOR 721 LOADER SNOW PLOWS	1,119.88	1,119.88
637 - SAMZIE'S UNIFORMS LTD.	PO 18801 STYLE #74332 - KHAKI COVERT 2 PANTS	507.96	
	PO 18867 BLANKET - UNIFORMS	299.50	807.46
2405 - SB MUNI CUST & LBNJ	PO 19675 REDEMPTION FOR CERT#2012-08 BL-6904	3,362.37	3,362.37
1185 - SHARP ELECTRONICS CORPORATION	PO 18060 BLANKET/ PHOTO COPIER LEASES	243.88	
	PO 18060 BLANKET/ PHOTO COPIER LEASES	87.50	331.38
1253 - SHI	PO 19455 TASCAM DIGITAL RECORDER	165.00	
	PO 19535 C2G CAT 6 NETWORK PATCH CABLE	120.00	285.00
2719 - SHRED ONE SECURITY CORP	PO 19090 SHREDEMBERFEST SEPTEMBER 26, 2015	1,500.00	1,500.00
3035 - SILVIU NEDELUCU PAINTING & REMODELIN	PO 19374 REPAIRS AT 132 BRICKSHOUSE RD	1,451.27	1,451.27
835 - SOMERSET COUNTY EMERGENCY SERV	PO 18873 BLANKET - TRAINING	1,950.00	
	PO 18873 BLANKET - TRAINING	250.00	2,200.00
1223 - STOCKTON, DEANNA	PO 19681 REIMBURSEMENT FOR 2016 ASCE MEMBERS	307.09	307.09
1219 - STONY BROOK REG.SEW.AUTH.	PO 19732 4th Quarter Payment	949,535.66	949,535.66
736 - SUBURBAN FENCE COMPANY	PO 17182 BLANKET FENCING	66.00	66.00
2627 - SUSTAINABLE JERSEY	PO 19330 REGISTRATION FOR THE SUSTAINABLE JE	35.00	35.00
750 - SUTTER, NICHOLAS	PO 19407 ACCOMMODATIONS FOR FBI ANNUAL CONFE	217.71	217.71
3059 - T & M ASSOCIATES	PO 19221 RESOLUTION # 2015-218	550.68	550.68
1002 - TACTICAL PUBLIC SAFETY	PO 19564 CONSOLE PHONE TRANSFER ISSUE POLICE	288.75	288.75
2811 - TELVENT USA HOLDING LLC	PO 19390 MONTHLY WEATHER SERVICE (4 MONTHS)	1,025.00	1,025.00
803 - THE TIMES	PO 19127 BLANKET / VARIOUS ADVERTISING	37.99	37.99
1184 - TORRES, CHRISTOPHER	PO 19518 SHRREDEMBERFEST SEPT 26, 2015 REIM	10.95	10.95

List of Bills - Clearing Claims

Meeting Date: 10/26/2015 For bills from 10/13/2015 to 10/22/2015

Vendor	Description	Payment	Check Total
1182 - TOUCHTONE COMMUNICATIONS	PO 19658 ACCOUNT#6099212100 9/1/15 - 9/30/15	146.76	146.76
1044 - TOWNSHIP OF LAWRENCE	PO 19748 Leaf Turner - Costs Split with Lawr	52,015.00	52,015.00
838 - TRAP ROCK INDUSTRIES, LLC	PO 17382 FABC-FOB-TACK OIL	368.55	368.55
331 - TREASURER STATE OF NJ	PO 19584 FRED POLLARD/PESTICIDE LICENSE11-1-	30.00	
	PO 19632 LORRAINE KONOPKA/PESTICIDE LICENSE	80.00	110.00
1173 - TRENTON BLOCK & HARDSCAPE	PO 17471 BLANK/STORM INLETS	71.86	
	PO 17471 BLANK/STORM INLETS	766.14	838.00
1697 - TRUST FOR HISTORIC PRESERVATION	PO 19493 RENEWAL OF MEMBERSHIP	250.00	250.00
3067 - UNIQUE PHOTO INC.	PO 19533 FUJI DIGITAL PASSPORT CAMERA AND PR	554.00	554.00
923 - UNITED PARCEL SERVICE	PO 19412 #2210010111 8/13 & K2284512367 8/27	81.71	81.71
2619 - US BANK CUST FOR PC4 FIRSTTRUST BANK	PO 19531 PREMIUM FOR CERT#2014-03 BL-6905 LT	25,829.63	25,829.63
2609 - US BANK-CUST/SASS MUNI VI DTR	PO 19700 REDEMPTION CERT#2011-07 BL-6903 LT-	92,225.39	92,225.39
1278 - VAN CLEEF ENGINEERING ASSOC.	PO 19140 CONSTRUCTION INSPECTION SERVICES-IN	86.00	86.00
948 - VAN MATER, DAN	PO 19559 RENEW PESTICIDE LICENSE/ PROGRAM IN	80.00	80.00
408 - VECTOR SECURITY	PO 19309 MONUMENT HALL BASIC PROTECTION #198	51.00	51.00
1943 - VERIZON	PO 18640 MONTHLY FIOS LINE FOR WI-FI 847601	133.15	133.15
28 - VERIZON CABS	PO 17430 BLANKET / VERIZON	203.93	203.93
3103 - VERIZON GLOBAL REAL ESTATE	PO 19678 CLOSE OLD VERIZON/BELL ATLANTIC ESC	4,961.47	4,961.47
959 - VERIZON WIRELESS	PO 19715 ACCOUNT #200072104-00001	6,142.75	6,142.75
962 - VERIZON/TRENTON	PO 19611 MONTHLY RADIO LINE FROM MONUMENT HA	441.14	441.14
1151 - VILLAGE OFFICE SUPPLY	PO 19608 STAMPS	50.44	50.44
973 - VISUAL COMPUTER SOLUTIONS INC.	PO 19565 ANNUAL SUPPORT AND UPGRADE PLAN TIM	7,140.00	7,140.00
974 - VITAL COMMUNICATIONS, INC.	PO 19452 2015 ADDED/OMITTED FILE	100.00	100.00
1146 - VOIP NETWORKS	PO 15889 MITEL ACD REPORTING MAINTENANCE FOR	300.00	
	PO 19581 WORK ON ZETRON INTERFACE FOR POLICE	380.00	680.00
2 - W.B MASON	PO 19322 OEM OFFICE SUPPLIES	41.32	
	PO 19323 I/O OFFICE SUPPLIES	195.43	
	PO 19366 OFFICE SUPPLIES	14.86	
	PO 19367 CORNER HOUSE OFFICE SUPPLIES	112.30	
	PO 19468 I/O OFFICE SUPPLY	13.86	
	PO 19469 HEALTH OFFICE SUPPLIES	8.28	
	PO 19479 I/O OFFICE SUPPLIES	6.54	
	PO 19532 OEM OFFICE SUPPLIES	427.52	
	PO 19620 OEM OFFICE SUPPLIE	181.03	
	PO 19621 DPW/SOC/SSG OFFICE SUPPLIES	30.00	
	PO 19621 DPW/SOC/SSG OFFICE SUPPLIES	495.51	1,526.65
1049 - WINNER FORD OF CHERRY HILL	PO 18244 RESOLUTION # 2015-179/2016 FORD F25	35,000.00	
	PO 18244 RESOLUTION # 2015-179/2016 FORD F25	1,680.00	36,680.00
2677 - WIRELESS ELECTRONICS, INC.	PO 19467 REPAIR TO CAR 111 MODEM	300.00	300.00
1071 - XEROX CORPORATION	PO 17376 BLANKET/MONUMENT HALL MAIN COPIER	776.92	776.92
1075 - YARDVILLE SUPPLY COMPANY	PO 17044 BLANKET/BUILDINGS AND GROUNDS SUPPL	17.72	
	PO 17044 BLANKET/BUILDINGS AND GROUNDS SUPPL	17.91	
	PO 17044 BLANKET/BUILDINGS AND GROUNDS SUPPL	28.58	
	PO 17048 BLANKET/ROADS MISCELLANEOUS	64.34	
	PO 17050 BLANKET/SHADE TREE	26.56	
	PO 17061 BLANKET/ SEWER BUILDING SUPPLIES	0.47	
	PO 18868 BLANKET - TOOLS AND SUPPLIES	114.35	269.93
TOTAL			1,713,373.81

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-105-200	PERSONNEL - OE	5,563.96			
01-201-20-110-200	MAYOR & COUNCIL OE	1,602.70			
01-201-20-111-200	ADMINISTRATIVE & EXECUTIVE OE	104.25			
01-201-20-120-200	MUNICIPAL CLERK OE	4,267.19			
01-201-20-121-200	ELECTIONS OE	68.59			
01-201-20-125-200	INFORMATION TECHNOLOGY - OE	20,683.65			
01-201-20-130-200	FINANCE ADMINISTRATION OE	1,345.44			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-145-200	COLLECTION OF TAXES OE	100.00			
01-201-20-150-200	ASSESSMENT OF TAXES OE	8.93			
01-201-20-155-200	LEGAL SERVICES & COSTS OE	15,505.06			
01-201-20-155-450	MGP - LITIGATION	1,050.00			
01-201-20-165-200	ENGINEERING SERVICES OE	1,928.11			
01-201-20-175-200	HISTORIC PRESERVATION COMMITTEE - OE	981.61			
01-201-21-180-200	REGIONAL PLANNING BD. - TWP - OE	353.56			
01-201-21-185-200	ZONING COSTS - OE	210.36			
01-201-23-220-200	EMPLOYEE GROUP INSURANCE OE	35,454.06			
01-201-25-240-200	POLICE OE	828.00			
01-201-25-252-200	EMERGENCY MANAGEMENT OE	2,878.18			
01-201-25-265-200	FIRE OE	8,090.40			
01-201-25-267-200	FIRE FACILITIES OE	8,465.59			
01-201-25-268-200	FIRE INSPECTOR OE	215.35			
01-201-26-290-200	ROAD REPAIRS & MAINTENANCE OE	8,774.84			
01-201-26-305-200	GARBAGE & TRASH REMOVAL OE	120,184.94			
01-201-26-310-200	PUBLIC BUILDINGS & GROUNDS OE	27,329.14			
01-201-26-315-200	VEHICLE MAINT. - ADMIN. OE	15,241.70			
01-201-27-330-200	BOARD OF HEALTH OE	65.78			
01-201-27-331-200	SUZANNE PATTERSON CENTER OE	32,687.50			
01-201-27-340-200	ANIMAL CONTROL OE	1,988.57			
01-201-27-345-200	HUMAN SERVICES OE	403.19			
01-201-27-346-200	JT DRUG ABUSE PROGRAM - TWP - OE	1,521.63			
01-201-28-370-200	JOINT RECREATION BOARD OE	3,032.30			
01-201-28-375-200	PARK MAINTENANCE OE	2,916.37			
01-201-31-430-200	ELECTRICITY & GAS OE	22,223.47			
01-201-31-431-200	NATURAL GAS OE	8,749.18			
01-201-31-435-200	STREET LIGHTING OE	19,129.60			
01-201-31-440-200	TELEPHONE OE	8,955.32			
01-201-31-455-200	SEWER FACILITIES OPERATING OE	18,787.81			
01-201-31-456-200	STONY BROOK REGIONAL SA OE	949,535.66			
01-201-31-460-200	GASOLINE OE	14,730.67			
01-201-43-495-200	PUBLIC DEFENDER OE	9,166.52			
01-203-20-110-200	(2014) MAYOR & COUNCIL OE		46.54		
01-203-20-125-200	(2014) INFORMATION TECHNOLOGY - OE		700.00		
01-214-55-900-062	THIRD PARTY LIENS PAYABLE			87,417.39	
01-260-05-100	DUE TO CLEARING/CLAIMS			0.00	1,503,455.35
01-276-55-007-000	RESERVE FOR CONSOLIDATION EMERGENCY			6,162.24	
01-286-55-000-005	RES - FOR TAX SALE PREMIUM			34,000.00	
TOTALS FOR	CURRENT FUND	1,375,129.18	746.54	127,579.63	1,503,455.35
02-213-44-904-301	PRINCETON UNIVERSITY FIRE			2,781.00	
02-213-44-911-301	CLEAN COMMUNITIES			11,194.58	
02-213-44-917-301	RECYCLING GRANT			309.60	
02-260-05-100	DUE TO CLEARING/CLAIMS			0.00	14,285.18
TOTALS FOR	GRANT FUND	0.00	0.00	14,285.18	14,285.18
04-215-13-021-000-000	VARIOUS CAPITAL IMPROVEMENTS ORD 2013-21			5,558.09	
04-215-13-031-000-000	VARIOUS CAPITAL IMPROVEMENTS ORD 2013-31			3,000.00	
04-215-14-025-000-000	Ordinance 2014-25			43,899.75	
04-215-15-007-000-000	Ordinance 2015-7			91,286.50	
04-215-15-022-000-000	Ordinance 2015-22			1,467.50	
04-260-05-100	DUE TO CLEARING/CLAIMS			0.00	145,211.84
TOTALS FOR	GENERAL CAPITAL FUND	0.00	0.00	145,211.84	145,211.84

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
05-201-02-007-200	PARKING OE	20,319.70			
05-201-02-009-000	JITNEY EXPENSES	3,177.18			
05-260-05-100	DUE TO CLEARING/CLAIMS			0.00	23,496.88
TOTALS FOR	PARKING UTILITY OPERATING FUND	23,496.88	0.00	0.00	23,496.88
12-201-20-125-200	OPEN SPACE - OTHER EXPENSE - PARK MAINT	849.72			
12-260-05-100	DUE TO CLEARING/CLAIMS			0.00	849.72
TOTALS FOR	OPEN SPACE FUND	849.72	0.00	0.00	849.72
17-260-05-100	Due To Claims/Clearing			0.00	7,287.97
17-290-20-000-000	PROFESSIONAL FEES			3,763.82	
17-290-40-000-000	PERFORMANCE GUARANTEE			1,983.60	
17-290-50-000-000	INSPECTION FEES			1,540.55	
TOTALS FOR	ESCROW	0.00	0.00	7,287.97	7,287.97
21-192-10-008-000	RIGHT TO KNOW AND CRC			35.00	
21-201-12-110-200	CONSTRUCTION EXPENSES - OE	524.30			
21-260-05-100	DUE TO CLAIMS/CLEARING			0.00	5,959.30
21-285-20-054-000	SHADE TREE TRUST FUND			5,400.00	
TOTALS FOR	TRUST FUND	524.30	0.00	5,435.00	5,959.30
40-201-20-105-200	AFFORDABLE HOUSING BOARD OE	6,578.41			
40-221-55-000-002	RESERVE FOR UNIT RE-PURCHASES			1,166.96	
40-221-55-000-003	RESERVE FOR AFFORDABILITY ASSISTANCE			5,082.20	
40-260-05-100	DUE TO CLAIMS/CLEARING			0.00	12,827.57
TOTALS FOR	AFFORDABLE HOUSING UTILITY	6,578.41	0.00	6,249.16	12,827.57

Total to be paid from Fund 01 CURRENT FUND	1,503,455.35
Total to be paid from Fund 02 GRANT FUND	14,285.18
Total to be paid from Fund 04 GENERAL CAPITAL FUND	145,211.84
Total to be paid from Fund 05 PARKING UTILITY OPERATING FUND	23,496.88
Total to be paid from Fund 12 OPEN SPACE FUND	849.72
Total to be paid from Fund 17 ESCROW	7,287.97
Total to be paid from Fund 21 TRUST FUND	5,959.30
Total to be paid from Fund 40 AFFORDABLE HOUSING UTILITY	12,827.57
	1,713,373.81

Checks Previously Disbursed

101615	NJSHP ACT	PO# 19689	75,914.23	10/15/2015
101515	NJSHP ACT	PO# 19688	307,224.85	10/15/2015
1013	PRINCETON REGIONAL SCHOOLS	PO# 19639	6,117,714.00	10/13/2015
			6,500,853.08	

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
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Total paid from Fund 01 CURRENT FUND

6,500,853.08

6,500,853.08

Total for this Bills List: **8,214,226.89**



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Engineering

AGENDA ITEM

Performance/Maintenance Guarantee: Hun School of Princeton, Release of the Performance Bond and Cash Portion in the Amount of \$586,516.50 for the Global Commons and Residential Life Building, Block 8203 Lot 1 and Block 9301 Lot 21 Preliminary and Final Major Site Plan, Contingent Receipt of Two Year Maintenance Bond in the Amount of \$87,977.48 Which is 15% of the Original Performance Guarantee

ATTACHMENTS:

- Hun School - Global Commons & Residential Life bldg rel of perf conting maint (PDF)



Municipality of Princeton

Municipal Building
400 Witherspoon Street
Princeton, NJ 08540-3496

Department of Community Development
Office of Land Use Engineer
Telephone (609) 921-7077
Fax: (609) 688-2026

John M. West, P.E., P.P.
Land Use Engineer
jwest@princetonnj.gov

To: Robert Kiser, Municipal Engineer

From: John M. West, P.E., P.P., Land Use Engineer *JMW*

Subject: Request for Performance Guarantee Release
Hun Global Commons
PT119856P

Date: October 12, 2015

A request was received from Hun Global Commons for a release of the Performance Guarantee for the above referenced project.

As a result of this request, this office has performed an inspection of the site improvements and found them to be acceptable.

It is my recommendation that the performance bond and cash portion of the performance guarantees be released upon the receipt of a two year maintenance bond in the amount of 15% of the original performance guarantees amount of \$586,516.50

$$\$586,516.50 @ 15\% = \$87,977.48$$

Should you have any questions, please contact me.

cc: Sandy Webb,
Claudia Ceballos



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Engineering

AGENDA ITEM

**Performance/Maintenance Guarantee: Princeton University - Parking
Lot 17; Block 10801, Lot 1 Extension of Time to May 31, 2016**

ATTACHMENTS:

- Princeton University - Parking Lot 17 - ext of time (PDF)



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Public Works

RESOLUTION 15-311

Bid Rejection - Fall Planting Project 2015

**RESOLUTION OF THE MAYOR AND COUNCIL OF PRINCETON
AUTHORIZING THE REJECTION OF THE BIDS RELATED TO THE PROJECT
KNOWN AS “FALL PLANTING PROJECT 2015”**

WHEREAS, pursuant to a duly advertised Notice to Bidders, on October 9, 2015 the Municipality of Princeton (“Princeton”) received one (1) bid for the Fall Planting Project 2015 from Top Shelf Landscaping for \$74,705; and

WHEREAS, the amount of this lowest bid substantially exceeds Princeton’s estimates for the project; and

WHEREAS, there is a need to substantially revise the specifications for the project and in particular, clarify the requirements for compliance with the Public Works Contractor Registration Act, *N.J.S.A. 34:11-56.48 et seq.* and the Prevailing Wages Act, *N.J.S.A. 34:11-56.25 et seq.*; and

WHEREAS, the Local Public Contracts Law authorizes Princeton to reject the bid(s) for this project based on the foregoing reasons under *N.J.S.A. 40A:11-13.2a.* and d.

NOW, THEREFORE, BE IT RESOLVED by the Princeton Council on this 26th day of October, 2015 that:

1. The bid received for the Fall Planting Project 2015 from Top Shelf Landscaping is hereby rejected because:
 - a. The bid amount substantially exceeds Princeton’s estimates for the project; and

- b. There is a need to substantially revise the specifications for the project and in particular, clarify the requirements for compliance with the Public Works Contractor Registration Act, *N.J.S.A. 34:11-56.48 et seq.* and the Prevailing Wages Act, *N.J.S.A. 34:11-56.25 et seq.*
- 2. The Department of Infrastructure and Operations is hereby authorized and directed to revise the specifications for the Fall Planting Project 2015 in accordance with this Resolution and re-advertise the receipt of bids for same.

Councilperson	Absent	Present	1 st	2 nd	Yea	Nay	Abstain	Disqualified
Ms. Butler								
Ms. Crumiller								
Ms. Howard								
Mr. Miller								
Mr. Liverman								
Mr. Simon								
Mayor Lempert								
<p>I, Kathleen Brzezynski, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held October 26th, 2015. IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of Princeton, this 27th day of October, 2015.</p> <p style="text-align: right;">_____ Kathleen Brzezynski Deputy Municipal Clerk</p>								

ATTACHMENTS:

- Memo.M&C.2015FallPlantingBidRejection.October26,2015Meeting (DOCX)



**DEPARTMENT OF INFRASTRUCTURE
AND OPERATIONS**

1 Monument Drive, Post Office Box 390

Princeton, NJ 08542

609-497-7639

www.princetonnj.gov

Robert Hough, P.E., Director

Memo

To: Marc D. Dashield, Administrator
From: Robert A. Hough, P.E., Director
Date: October 21, 2015
RE: Recommendation to Reject Bids
Fall Planting Project 2015

On October 9, 2015 the Municipality of Princeton ("Princeton") received one (1) bid for the Fall Planting Project 2015. The bid was from Top Shelf Landscaping, Perrineville, New Jersey in the amount of \$74,705.00.

The amount of this lowest bid substantially exceeds Princeton's estimates for the project and there is also a need to substantially revise the specifications for the project and in particular, clarify the requirements for compliance with the Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq. and the Prevailing Wages Act, N.J.S.A. 34:11-56.25 et seq.

Therefore, it is my recommendation under the Local Public Contracts Law that the Mayor and Council of Princeton reject the bid for this project based on the foregoing reasons under N.J.S.A. 40A:11-13.2a. and d.

- The bid amount substantially exceeds Princeton's estimates for the project.
- There is a need to substantially revise the specifications for the project and in particular, clarify the requirements for compliance with the Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq. and the Prevailing Wages Act, N.J.S.A. 34:11-56.25 et seq.

Attached is a resolution for use by the Mayor and Council of Princeton to reject the bids. The bid specifications will be revised and the project will be re-bid in time for the spring 2016 planting season.

As always, should you have any questions concerning this recommendation, please feel free to contact me.

CC: Mayor and Council of Princeton
Kathryn Monzo, Deputy Administrator

Sandra L. Webb, Chief Finance Officer



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Health

RESOLUTION 15-312

Resolution Authorizing a Professional Services Agreement for Dr. Sonia Sethi, Pediatrician Services Princeton Well Baby - Child Health Conference, November 1, 2015 to December 31, 2015, Not to Exceed \$3,580.00

**RESOLUTION
OF THE MAYOR AND COUNCIL
OF PRINCETON**

WHEREAS, the Princeton desires to enter into a professional services agreement in connection with certain activities as hereafter more particularly stated, and

WHEREAS, the services to be performed are professional services which are exempt from public bidding under the Local Public Contracts Law.

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

The Mayor and Clerk are hereby authorized to enter into a contract for professional services with **Sonia Sethi, M.D.; 1011 Aspen Drive, Plainsboro, NJ 08536** (hereinafter referred to as "Provider") to provide consultant services for Princeton from **November 1, 2015 through December 31, 2015**, as hereafter more particularly stated.

1. The contract so authorized shall require the Provider to provide professional medical services and other related duties as cited in the contract (attached), for a total contract amount not to exceed **\$3580.00**.

Under this Agreement, Provider shall at all times act as an independent professional contractor and shall have no authority to act as an agent or representative of Princeton or to enter into any financial or other contractual commitment on behalf of Princeton without the prior written

approval of same granted in accordance with law.

Rendition of Invoices: Payment of fees will be made upon the submission to the Provider to Princeton of invoices in duplicate in the form prescribed by Princeton not later than the tenth (10th) day of the month following that covered by the invoice, and shall specify in detail the

periods for which fees are claimed for the services performed. The provider shall give written notice to Princeton when the Provider has billed (80%) of the compensation set forth in paragraph

I of the Agreement.

2. The form of contract shall include standard provisions common to professional service agreements entered into by Princeton and shall be subject to approval by Princeton Attorney.

3. The contract shall be awarded without competitive bidding as a contract for professional services under the provisions of the Local Public Contracts Law because the subject services will be performed by a person or persons authorized by law to practice a recognized profession and whose practice is regulated by law.

4. A notice of this action shall be published in the Princeton Packet as required by law within ten (10) days of its passage.

Councilperson	Absent	Present	1 st	2 nd	Yea	Nay	Abstain	Disqualified
Ms. Butler								
Ms. Crumiller								
Ms. Howard								
Mr. Liverman								
Mr. Miller								
Mr. Simon								
Mayor Lempert								

I, LINDA McDERMOTT, Clerk of the Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held October 26, 2015. IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Princeton, this 26th day of October 2015. _____
Linda McDermott Clerk

m:\resolutions\cep 09.doc

ATTACHMENTS:

- Council Memo - Pediatrician 2015 - Dr Sethi (DOCX)

- 2015PediatricianContract - Sonia Sethi (DOC)



Office of the Health Officer
Jeffrey C. Grosser, MHS, HO
Princeton Health Department
One Monument Drive
Princeton, NJ 08540
Office: 609-497-7608
Fax: 609 924-7627

MEMORANDUM

To: Marc Dashfield, Administrator
Linda McDermott, Clerk

From: Jeffrey C. Grosser, MHS, HO - Health Officer

Date: October 26, 2015

Re: PSA – Pediatrician – Well Baby Child Health Conference

I have attached the Professional Services Agreement for Sonia Sethi, M.D. – Pediatrician for the Well Baby Clinic at the University Medical Center of Princeton at Plainsboro. This agreement comes in response to our former pediatrician, Dr. Amy Gittell departing due to familial obligations. No additional funds will be expended for this contract as it will draw from the remaining amount of the originally approved contract for 2015. Dr. Sethi will be working as our head pediatrician for the remainder of the year. Dr. Sethi will also serve as Public Health Medical Director for the Princeton Health Department. In this capacity, under the administrative direction of the Princeton Health Officer, she will be responsible for developing and evaluating medical policies related to the public’s health. These policies include, but are not limited to, evaluation of screening recommendations, treatment recommendations, and the use of medical devices through the performance of core public health functions and the delivery of the “10 essential public health services” - N.J.A.C. 8:52-3.2(a), 1-10.



Public Health
Prevent. Promote. Protect.

**TOWN OF PRINCETON
2015 PROFESSIONAL SERVICES AGREEMENT
PEDIATRICIAN SERVICES**

AGREEMENT, made this 26th day of October, 2015, by **Sonia Sethi, D.O., 1011 Aspen Drive, Plainsboro, New Jersey 08536** (hereafter referred to as "Provider"), and the **Town of PRINCETON**, a municipal corporation in the County of Mercer and State of New Jersey (hereafter referred to as "Princeton"), One Monument Drive, Princeton, New Jersey 08540, acting on behalf of the Princeton Health Department (hereafter referred to as the "Department").

WHEREAS, Princeton and the Provider desire to enter into an agreement for the performance by the Provider of professional services in connection with certain activities being conducted by the Department, as hereafter more particularly stated.

NOW, THEREFORE, in consideration of the mutual obligations hereafter set forth, the parties hereto agree as follows:

1. STATEMENT OF WORK: The Provider shall use its best efforts to perform professional services and other related duties as follows:

Subject to the availability of funds and the adoption of a final budget by the Mayor and Council of the Princeton, the Provider shall serve as the Clinic Physician at the Princeton Child Health Conferences Clinic on the third Tuesday of each month and shall perform professional services and other related duties including, but not limited to the following:

A. The Provider shall:

1. Establish medical policy in accordance with all State requirements;
2. Examine children at the Clinic; undertake a determination regarding the state of their health and development; discuss any problems with the parents of the children; provide counseling; and plan the management of health problems; and
3. Supervise the medical aspects of the Clinic's operations.
4. Provide oversight in a capacity as Public Health Medical Director which under the administrative direction of the Princeton Health Officer, will be responsible for developing and evaluating medical policies related to the public's health. These policies include the use of medical devices through

the performance of core public health functions and the delivery of the “10 essential public health services” at N.J.A.C. 8:52-3.2(a) 1 through 10.

B. The Provider shall render said services during regular Clinic sessions.

C. The aforesaid program activities and services rendered by the Provider shall be reviewed for the purpose of determining its compliance with the requirements of the State Department of Health and the Princeton Health Department.

Under this Agreement, the Provider shall at all times act as an independent professional contractor and not as an employee of Princeton and/or the Department, and shall have no authority to act as an agent or representative of Princeton and/or the Department or to enter into any financial or other contractual commitment on behalf of Princeton and/or Department without the prior written approval of same granted in accordance with law. This Agreement shall be effective for the calendar year of 2015, unless sooner terminated as provided hereinafter.

2. PAYMENT

(a) Princeton, on behalf of the Department, shall pay the Provider compensation based upon an hourly fee of \$110.00, which compensation is expressly subject to the availability of funds and the approval and adoption of the 2015 Municipal Budget by the Mayor and Council of the Princeton. This payment is subject to a maximum sum of \$3,580.00 appropriated for services performed hereunder during the term of this Agreement, as well as to provide reimbursement for all reasonable and necessary expenses incurred in connection therewith. Payment for fractional periods shall be pro-rata. The foregoing provisions shall constitute the sole and exclusive compensation due the Provider under this Agreement.

(b) Rendition of Invoices. Payment of fees and reimbursement for such expenses incurred will be made upon the submission by the Provider of Princeton of invoices in the form prescribed by Princeton no later than the tenth (10th) day of the month following each calendar year quarter covered by the invoice, and shall specify in detail the periods for which fees or other compensation are claimed, the services performed, and an itemized listing of all expenses incurred for which reimbursement is claimed.

3. INSURANCE.

As a condition precedent of this Agreement taking effect, the Provider shall provide the Department with the following documentation:

- (a) A copy of the Provider's current license(s) to practice medicine;
- (b) A copy of the Provider's policy(ies) of insurance, indemnifying the Department against any and all forms of professional malpractice and/or other types of liability, which insurance shall provide liability coverage in an amount not less than \$1,000,000/\$3,000,000.

4. TERMINATION. This Agreement shall be effective for the period provide above, although it may be sooner terminated, with or without cause, for any reason whatsoever, at any time by Princeton or the Provider by giving sixty (60) days written notice.

5. NON CONFLICTS OF INTEREST. The Provider represents that neither it nor its firm is now performing and expressly agrees to refrain during the period of effectiveness of this Agreement from so performing, any professional services for any person, firm or corporation which results or might result in a conflict of interest between the Provider and Princeton, directly or indirectly. The Provider agrees to disclose in writing to Princeton any and all such conflicts of interest which may arise, giving full particulars.

6. TITLE TO DATA AND PROPERTY PRODUCED BY THE PROVIDER. The Provider agrees that title to and all rights and other legal interest in all correspondence, memoranda, records, data, analysis, graphs, reports, physical property and other subject matter prepared, procured or produced in the rendition of services hereunder shall vest exclusively and remain jointly with Princeton and the Provider, and the Provider shall not have the right to sell, disclose, or make same available to third parties without the prior written consent to Princeton.

7. CONFIDENTIALITY. The Provider agrees to treat and maintain as confidential, and not to disclose to any third party or to use for its own benefit, reproduce or have reproduced, any information or other such document or data obtained, learned or produced as a result of the services rendered hereunder (except to the extent required by law) without the prior written consent of Princeton, which consent shall not unreasonably be refused, and the prior written consent of the patient.

8. COMPLIANCE WITH LAWS. The Princeton hereby incorporates into this Contract the mandatory language of Section 3.4(a) and the mandatory language of Section 5.3 of the Regulations promulgated by the treasurer of the State of New Jersey pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time, and as further described in "Addendum and Affirmative Action/Employment Goal and Compliance Attachment to Instructions to Bidders for Procurement and Service Contracts"), attached as Exhibit A.

9. WAIVER. In the event of a breach of this Agreement by the Provider, any remedies available to Princeton shall be deemed cumulative and any failure on the part of Princeton to pursue and/or enforce any or all of its remedies at any time shall not be considered a waiver of any or all said remedies at any time.

10. COMPLETE AGREEMENT: This Agreement and any attachments hereto or incorporated by reference represent the entire contract between the parties and shall take

precedence over all other prior or existing understandings or agreements, if any, whether oral or written, and shall not be modified, assigned or transferred except upon the written consent of both parties hereto. All notices by either party to the other required or permitted hereunder may be sent by regular mail to their respective addresses first set forth above unless sooner revised by written notice.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

ACCEPTED BY:

Sonia Sethi, M.D.
Pediatrician

ATTEST:

Linda McDermott, Clerk
Princeton

BY:

Elizabeth Lempert, Mayor
Princeton

COMPLIANCE WITH LAWS.

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, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that sure applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not 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, sex affectional or sexual orientation;

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act 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 the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act;

The contractor or subcontractor agrees to attempt, in good faith, to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplements from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Officer pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented form time to time;

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, 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;

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, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions;

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office 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 Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

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

1. The Chief Financial Officer is hereby authorized and directed to make available to the Princeton Housing Board a sum of seven thousand dollars (\$7,000.00) for the purpose of completing negotiations for the purchase of the mortgage that is in default with regard to the above-referenced affordable housing unit.
2. A certified true copy of this Resolution shall be furnished upon its adoption to the Princeton Housing Board.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, hereby certify the above resolution was adopted by the Mayor and Council of Princeton at their regular meeting on the 26th day of October, 2015.

Linda S. McDermott
Princeton Clerk

ATTACHMENTS:

- Memo to Mayor Council re 233 Brickhouse Rd (DOCX)

MASON, GRIFFIN & PIERSON

A PROFESSIONAL CORPORATION
COUNSELLORS AT LAW

MEMORANDUM

To: Mayor and Council of Princeton

From: Victoria Britton, Office of the Municipal Attorney

Date: October 16, 2015

Re: Affordable Housing Unit: 233 Brickhouse Road

This property is an abandoned affordable housing unit within the Washington Oaks at Princeton community that has been the subject of foreclosure litigation for approximately eighteen months. The foreclosure action seeks to terminate the affordability controls on the unit and eliminate the unit from Princeton's affordable housing inventory.

On October 27, 2014, you authorized the availability of \$79,000.00 in funds to the Princeton Housing Board for the purpose of purchasing the mortgage in order to preserve the affordability controls on said property, as set forth in Resolution No. 2014-313. The Princeton Housing Board has been negotiating with JP Morgan Chase with respect to the purchase of the mortgage; however, additional funding is needed at this time in order to complete the negotiations. The Princeton Housing Board at its meeting on October 13, 2015 unanimously recommended that the Mayor and Council considering authorizing an additional \$7,000.00 in funding from the Princeton Affordable Housing Trust Fund in order complete the purchase of the mortgage and preserve this unit in Princeton's affordable housing inventory.

Accordingly, we would appreciate very much if you would consider this request as part of your agenda on October 26, 2015.

cc: Marc Dashield, Administrator
Kathy Monzo, CFO/Assistant Administrator
Christy Peacock, Affordable Housing Coordinator



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

RESOLUTION 15-314

Resolution for Lease Extension of 132 Brickhouse Road to December 1, 2016

**PRINCETON
COUNTY OF MERCER**

STATE OF NEW JERSEY

RESOLUTION

WHEREAS, Princeton is the owner of certain real property known as 132 Brickhouse Road, Princeton, New Jersey 08540, and designated as Lot 3.132 in Block 9801 on the Princeton Tax Map (the "Property"); and

WHEREAS, the Property is a deed-restricted affordable housing unit under the Princeton Affordable Housing Program; and

WHEREAS, Princeton has been unable to secure a qualified buyer for the unit; and

WHEREAS, Housing Initiatives of Princeton Charitable Trust ("HIPCT") is a non-profit organization that provides transitional affordable housing to lower income working individuals and families in need of transitional housing; and

WHEREAS, Princeton and HIPCT entered into a Property Lease and Management Agreement (the "Lease") pursuant to which HIPCT would enter into an approved form of a Transitional Occupancy Agreement for a qualified occupant to occupy the Property for a term of twelve (12) months; and

WHEREAS, the Lease provided for a renewal option after the expiration of the twelve (12) month term; and

WHEREAS, Princeton does not have a qualified buyer for the unit; and

WHEREAS, the Princeton Housing Board on October 13, 2015 recommended to the Mayor and Council that the Lease be extended; and

WHEREAS, Princeton and HIPCT wish to extend the term of the Lease for an additional twelve (12) months.

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

1. The Mayor and Clerk of Princeton are hereby authorized and directed to enter into a Lease Extension with HIPCT to permit the continued occupancy of the Property. The Lease Extension authorized by this Resolution is on file in the Office of the Princeton Clerk and may be inspected during regular office hours. The lease extension shall be for a term commencing December 1, 2015 and ending December 1, 2016.

2. Upon its adoption, a certified true copy of this Resolution shall be provided to the Princeton Housing Board, HIPCT, and the Princeton Attorney.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, do hereby certify that the foregoing Resolution was considered and adopted by the Princeton Council at its regular meeting held on the 26th day of October, 2015.

Linda S. McDermott, Clerk
Princeton

ATTACHMENTS:

- Memo to Mayor Council re 132 Brickhouse Rd (002) (DOCX)
- Lease Extension 132 Brickhouse 10 16 15 (DOCX)

MASON, GRIFFIN & PIERSON

A PROFESSIONAL CORPORATION
COUNSELLORS AT LAW

MEMORANDUM

To: Mayor and Council of Princeton

From: Victoria Britton, Office of the Municipal Attorney

Date: October 16, 2015

Re: Princeton - Housing Initiatives of Princeton Charitable Trust: Property Lease and Management Agreement for 132 Brickhouse Road

Princeton owns 132 Brickhouse Road, which is a deed-restricted affordable housing unit. Several years ago, the former Princeton Township Housing Board negotiated a Property Lease and Management Agreement with a local non-profit, Housing Initiatives of Princeton Charitable Trust ("HIPCT"). This non-profit organization provides transitional affordable housing to lower-income working individuals with families.

The property has been occupied now for four years by HIPCT clients. HIPCT has requested a lease extension through December 1, 2016 so that the family occupying this unit can remain. HIPCT would continue to pay for the operating expenses associated with the unit including the monthly condominium fee, and the Hold Harmless Agreement for Princeton would remain in effect.

I have, therefore, prepared and attach hereto a proposed resolution authorizing the lease extension. We would appreciate your considering this request as a part of your agenda on October 26, 2015.

cc: Marc Dashield, Administrator
Kathy Monzo, CFO/Assistant Administrator
Christy Peacock, Affordable Housing Coordinator
Alvin McGowen, Esq., Housing Board Chair
Ruth T. Scott, HIP Board

LEASE EXTENSION

Property Lease & Management Agreement

This Lease Extension (the “Lease Extension”) is made and dated this 26th day of October, 2015, by and between:

Princeton, 400 Witherspoon Street, Princeton, New Jersey 08540 (“Princeton”), and

Housing Initiatives of Princeton Charitable Trust, of the State of New Jersey, 33 Mercer Street, Princeton, New Jersey 08540 (“HIPCT”).

W I T N E S S E T H

Whereas, Princeton holds title to certain real property known as 132 Brickhouse Road, in the municipality of Princeton, County of Mercer and State of New Jersey, and designated as Lot 3.132 in Block 9801 on the Princeton Tax Map (the “Property”); and

Whereas, the Property is a deed-restricted affordable housing unit under the Princeton Affordable Housing Program; and

Whereas, HIPCT is a non-profit organization that provides transitional affordable housing to lower income working individuals and families in need of transitional housing; and

Whereas, Princeton and HIPCT entered into a Property Lease and Management Agreement, relevant to the Property; and

Whereas, pursuant to the Lease, HIPCT has entered into a Transitional Occupancy Agreement with a qualified occupant, under which the occupant would occupy the Property as transitional housing for a period of twelve (12) months; and

Whereas, the Lease provided for a lease term of twelve (12) months, and renewal for an additional twelve (12) month term at HIPCT’s option, on mutually agreeable terms, if Princeton did not have a buyer for the Property at the time HIPCT exercised the renewal option; and

Whereas, the Lease will expire December 1, 2015; and

Whereas, Princeton and HIPCT wish to renew and extend the term of the Lease for an additional twelve (12) months, on the same terms and conditions as provided for in the Lease.

Now therefore, in consideration of the mutual promises contained herein, Princeton and HIPCT hereby agree as follows:

1. The Lease is extended for a period of twelve (12) months from the date first written above on Page 1 of this Lease Extension: December 1, 2015 to December 1, 2016.

2. The Hold Harmless Agreement shall remain in full force and effect with respect to this Lease Extension.

3. At the expiration of the term of this Lease Extension, the Lease may be renewed in accordance with the lease renewal terms set forth in the Lease.

4. All terms and conditions of the Lease, the Hold Harmless Agreement, and any attachments thereto shall remain in full force and effect.

5. HIPCT shall continue to have its tenant execute the Transitional Occupancy Agreement as attached to the original 2011 lease.

In Witness Whereof, the parties hereto have caused this Lease Extension to be duly executed as of the day and date first written above.

Witness/Attest:

Princeton

Linda S. McDermott, Clerk

By: Liz Lempert, Mayor

Housing Initiatives of Princeton Charitable
Trust of the State of New Jersey

Secretary

By:

dollars (\$3,200.00) to the Princeton Housing Board for the purpose of paying the overdue 2014 taxes for 52A Leigh Avenue from funds available for this purpose in the Princeton Affordable Housing Trust Fund.

2. A certified true copy of this Resolution shall be furnished upon its adoption to the Princeton Housing Board.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, hereby certify the above resolution was adopted by the Mayor and Council of Princeton at their regular meeting on the 26th day of October, 2015.

Linda S. McDermott
Princeton Clerk

ATTACHMENTS:

- Memo to Mayor Council re 52A Leigh Ave (PDF)

MASON, GRIFFIN & PIERSON

A PROFESSIONAL CORPORATION
COUNSELLORS AT LAW

MEMORANDUM

To: Mayor and Council of Princeton

From: Victoria Britton, Office of the Municipal Attorney

Date: October 16, 2015

Re: Affordable Housing Unit: 52A Leigh Ave

The above-referenced property is an affordable housing unit constructed by Habitat for Humanity. Property taxes are overdue for 2014 and are scheduled to be sold at a sale of tax certificates in December, 2015. After two years, a successful bidder can begin foreclosure proceedings.

Habitat for Humanity has advised that it is not in a position to further assist the property owner. The Princeton Housing Board at its meeting on October 13, 2015 unanimously recommended that the Mayor and Council considering authorizing the payment of the overdue 2014 property taxes for a not to exceed amount of \$3,200.00. This will allow the Affordable Housing Coordinator to further attempt to work with the property owner in order to protect the affordability controls on the unit and eliminate risk of loss of the unit from Princeton's affordable housing inventory.

Accordingly, we would appreciate very much if you would consider this request as part of your agenda on October 26, 2015.

cc: Marc Dashield, Administrator
Kathy Monzo, CFO/Assistant Administrator
Christy Peacock, Affordable Housing Coordinator



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Affordable Housing

RESOLUTION 15-316

**Resolution Authorizing Downpayment Assistance Loan #57, 269
Griggs Drive in the Amount Not to Exceed \$5,000.00**

**PRINCETON
COUNTY OF MERCER, STATE OF NEW JERSEY**

RESOLUTION

WHEREAS, the Princeton Housing Board oversees the Princeton Affordable Housing Program; and

WHEREAS, said Board is responsible for making recommendations to the Mayor and Council of Princeton concerning downpayment assistance loans for individuals participating in the Affordable Housing Program; and

WHEREAS, Applicant #57 has requested a downpayment assistance loan in an amount not to exceed \$5,000.00 in order to supplement the downpayment; and

WHEREAS, the Princeton Housing Board has reviewed and recommends approving this request for a downpayment loan:

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of Princeton as follows:

1. The Mayor and Council of Princeton, utilizing funds for downpayment assistance through the Princeton Housing Trust Fund hereby authorize a loan to Applicant # 57 in a sum not to exceed \$5,000.00.
2. The owner of the affordable unit located at 269 Griggs Drive shall execute a

Mortgage and Mortgage Note in favor of Princeton for repayment of the loan at the time of resale or transfer of the property, or any borrowing against the affordable unit.

3. A certified true copy of this resolution shall be furnished upon its adoption by the Princeton Clerk to the Princeton Affordable Housing Coordinator.

CERTIFICATION

I, LINDA S. McDERMOTT, Clerk of Princeton, hereby certify that the foregoing resolution was adopted by the Mayor and Council of Princeton at its meeting held on the 26th day of October 2015.

LINDA S. McDERMOTT, Clerk
Princeton

ATTACHMENTS:

- 9.23.15 resolution-downpayment loan to council (DOCX)
- Down Payment Memo #57 (DOC)

PRINCETON HOUSING BOARD
RESOLUTION NO. 2015 -

WHEREAS, the Princeton Housing Board administers a Downpayment Assistance Loan Program to assist income-eligible households to purchase affordable housing in Princeton; and

WHEREAS, the income-eligible household purchasing an affordable unit has applied for Downpayment assistance from Princeton; and

WHEREAS, the Princeton Housing Board has discussed this application and has determined that the downpayment assistance should be given to this applicant.

NOW, THEREFORE, BE IT RESOLVED by the Princeton Housing Board, as follows:

1. The purchaser of the affordable unit shall be known as Downpayment Assistance Applicant #57.
2. Downpayment Assistance Applicant #57 shall be given a down payment assistance loan in an amount not to exceed \$5,000.00 at an interest rate of 2.4% in order to purchase an affordable unit and shall execute a Mortgage and Mortgage Note in favor of Princeton for repayment of the loan at the time of resale, or transfer of the affordable unit, or borrowing against the property.
3. A certified true copy of this resolution shall be furnished by Ms. Anna Christy Peacock, the Princeton Affordable Program Coordinator to the Mayor and Council of Princeton, and counsel to Princeton upon its adoption.

CERTIFICATION

I, Anna Christy Peacock, the Princeton Affordable Program Coordinator, hereby certify that the foregoing resolution was adopted by the Princeton Housing Board at its meeting held on the 8 day of September, 2015.

A handwritten signature in black ink, appearing to read "Anna Christy Peacock", with a horizontal line extending to the right.

Anna Christy Peacock

Princeton Affordable Housing Coordinator



PRINCETON AFFORDABLE HOUSING

Monument Hall
1 Monument Drive
Princeton, NJ 08542
609-688-2029
Fax: 609-688-2053
cpeacock@princetonnj.gov

MEMORANDUM

To: Mayor & Council of Princeton

From: Anna Christy Peacock,
Affordable Housing Coordinator

Date: October 9, 2015

Re: PRINCETON AFFORDABLE HOUSING PROGRAM: RESOLUTION
AUTHORIZING DOWNPAYMENT ASSISTANCE LOAN # 57

Under the Princeton Affordable Housing Program, Princeton may maintain the affordability of housing units in the Program by providing downpayment assistance loans to affordable purchasers in order to supplement downpayment amounts and closing costs.

Previously, the Housing Board voted at its September 8, 2015, meeting, to unanimously recommend that Mayor & Council consider authorizing a sum not to exceed \$5,000.00 from the Princeton Affordable Housing Trust account for the purpose of offering a Downpayment Assistance loan to a qualified affordable purchaser who has requested said loan.

We respectfully request that the Mayor and Council consider this Resolution at its next meeting on October 26, 2015.

Thank you.

Anna Christy Peacock
Affordable Housing Coordinator
Princeton, NJ 08540

Attachments

CC: Marc Dashield, Administrator
Kathryn Monzo, Assistant Administrator/ Finance Office
Sandra Webb, CFO
Trishka W. Cecil, Esq.



RESOLUTION 15-317

**Resolution for a Banner Request Over Washington Road,
Womenspace, Communities of Light, November 30 to December 7,
2015**

**RESOLUTION
OF THE MAYOR AND COUNCIL
OF PRINCETON
APPROVING THE PLACEMENT OF A BANNER AS REQUESTED
BY WOMENSPACE**

WHEREAS, Womenspace will be announcing *Communities of Light* and

WHEREAS, Womenspace has requested permission to install a banner over Washington Road in Princeton with approval of the Office of Community and Regional Affairs at Princeton University beginning Monday, November 30th, 2015 through Monday, December 7th, 2015 to advertise this event to the entire Princeton Community; and

WHEREAS, this banner will be promptly removed after its use as required by Borough ordinances; and

WHEREAS, in accordance with Borough Ordinance 3-17 any banner that is removed by Princeton will be held by Princeton for thirty (30) days and then disposed of; and

WHEREAS, in accordance with Borough Ordinance 3-17 any applicant failing to remove a banner will not be permitted to display any banner for the succeeding two years; and

NOW THEREFORE BE IT RESOLVED that the Mayor and Council hereby approve placement of said banner on Washington Road in accordance with Borough Ordinances 3-14-3-17.

Councilperson	Absent	Present	1 st	2 nd	Yea	Nay	Abstain	Disqualified
Ms. Butler								
Ms. Crumiller								
Ms. Howard								
Mr. Liverman								
Mr. Miller								
Mr. Simon								
Mayor Lempert								

I, Linda McDermott, Municipal Clerk of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of said Princeton at a meeting held October 26th, 2015. IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Princeton, this 27th day of October, 2015.

Linda S. McDermott

Municipal Clerk



RESOLUTION 15-318

Resolution for Newspaper Vending Machine - Trenton Times

**RESOLUTION
OF THE MAYOR AND COUNCIL
OF PRINCETON
APPROVING A SPECIAL PERMIT APPLICATION
FOR NEWSPAPER VENDING MACHINE
TO PENN JERSEY ADVANCE CENTRAL SERVICES - TRENTON TIMES**

WHEREAS, *The Penn Jersey Advance Central Services - Trenton Times*, an independent daily newspaper distributed across Princeton, is seeking to expand their distribution network and seeks approval of application for special permit for newspaper vending machine in the Borough of Princeton as required by Borough Ordinance Sec. 28-2.1 through Sec. 28-2.4; and

WHEREAS, in accordance with Borough Ordinance Sec. 28-2.1 the applicant has submitted written request to Princeton Council for approval of special permit; and

WHEREAS, in accordance with Borough Ordinance 28-2.1 (e) *The Penn Jersey Advance Central Services - Trenton Times* has submitted the proper permit fee for the application; and

WHEREAS, in accordance with Borough Ordinance 28-2.3 *The Penn Jersey Advance Central Services - Trenton Times* has agreed to specific location in the Princeton public right of way in accordance with the provisions of this section.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of Princeton hereby approve the special permit request of *The Penn Jersey Advance Central Services - Trenton Times* to install, maintain and operate four (4) newspaper vending machine in Princeton.

Councilperson	Absent	Present	1 st	2 nd	Yea	Nay	Abstain	Disqualified
Ms. Butler								
Ms. Crumiller								
Ms. Howard								
Mr. Simon								
Mr. Liverman								
Mr. Miller								
Mayor Lempert								

I, Linda S. McDermott, Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held October 26, 2015.

Linda S. McDermott Municipal Clerk



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

RESOLUTION 15-319

**Resolution Approving Firefighter Associate Membership Application
for Ryan Buckley**

**RESOLUTION
OF THE MAYOR AND COUNCIL
OF PRINCETON
APPROVING FIRE DEPARTMENT ASSOCIATE FIREFIGHTER
MEMBERSHIP FOR RYAN BUCKLEY**

WHEREAS, Ryan Buckley has met all requirements of Borough of Princeton Code of Laws, Chapter 14, Section 25(a) through 25(f) as a member of the Membership Engine Company #3; and

WHEREAS, the membership application has been reviewed by the municipal officers; and

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of Princeton hereby approve the application for membership to the Office of the Administrator, the Fire Chief and Fire Company.

Councilperson	Absent	Present	1 st	2 nd	Yea	Nay	Abstain	Disqualified
Ms. Butler								
Ms. Crumiller								
Ms. Howard								
Mr. Simon								
Mr. Liverman								
Mr. Miller								
Mayor Lempert								

I, Linda S. McDermott, Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held October 26, 2015.

Linda S. McDermott Municipal Clerk



RESOLUTION 15-320

Resolution Appointments Boards & Commissions

**PRINCETON
COUNTY OF MERCER STATE OF NEW JERSEY**

BE IT RESOLVED by the Mayor and Council of Princeton:

The following appointments are hereby made:

Name and Board	Effective	Expires
David Cohen, Member, Planning Board	11/1/15	12/31/16*
Timothy Quinn, Alternate I, Planning Board	11/1/15	12/31/15*
Dwayne Williamson, Alternate II, Planning Board	11/1/15	12/31/16*
Bainy Suri, Zoning Board, Alternate III	10/26/15	12/31/16
Doug Rubin, Bike Master Plan Steering Committee	10/26/15	n/a
Patrick Simon, Bike Master Plan Steering Committee Liaison	10/26/15	n/a

* Filling an unexpired term

I, Kathleen K. Brzezynski, Deputy Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council of Princeton at its meeting held October 26, 2015.

Kathleen K. Brzezynski, Deputy Clerk



Mayor and Council

400 Witherspoon Street
Princeton, NJ 08540

Meeting: 10/26/15 06:00 PM
Department: Clerk

RESOLUTION 15-321

Closed Session

RESOLUTION
TO GO INTO CLOSED SESSION
(Open Public Meetings Act Sec.3)

BE IT RESOLVED by the Mayor and Council of Princeton:

1. This body will now convene into a closed session that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7B of the Open Public Meetings Act.

2. The general nature of the subject or subjects to be discussed in said session is as follows:
 - COAH Litigation
 - Negotiations: Legal Services, Professional Services Agreements
 - Negotiations: Open Space Acquisition

3. Stated as precisely as presently possible, the following are the time when and the circumstances under which the discussion conducted at said session can be disclosed to the public:

Within 90 days or upon settlement of litigation, if applicable