



**PRINCETON**  
**MAYOR AND COUNCIL OF PRINCETON**  
**AGENDA • JUNE 8, 2020**

**Regular Meeting**

**Virtual Meeting**

**6:00 PM**

Zoom Conference, Princeton, NJ 08540

**I. INSTRUCTIONS TO THE PUBLIC REGARDING ZOOM MEETING ACCESS AND PROCEDURE**

1. [https://bit.ly/CouncilMtgJune8\\_2020](https://bit.ly/CouncilMtgJune8_2020)

**II. STATEMENT CONCERNING NOTICE OF MEETING**

**III. ROLL CALL**

**IV. 6:00 P.M. CLOSED SESSION**

1. 20-190 Closed Session Resolution

-Advice of Counsel with respect to pending Litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgment action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

-Pending or anticipated litigation: -23 Leigh LLC v. Municipality of Princeton Zoning Board of Adjustment and Municipality of Princeton, Docket No. MER-L-46-20, and 375 Terhune Road, LLC v. Municipality of Princeton, Docket No. MER-L-245-20

**V. 7:00 P.M. OPEN SESSION**

**VI. APPROVAL OF MINUTES**

1. May 11, 2020 Closed Session
2. May 11, 2020
3. May 26, 2020 Closed Session
4. May 26, 2020
5. May 27, 2020 Special Closed Session

**VII. ANNOUNCEMENTS**

**VIII. PROCLAMATION**

1. National Gun Violence Awareness - "Wear Orange"

**IX. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

*To make a comment or ask a question, either click on the "Q&A" button at the bottom of your screen or send an email to [princetoncomments@gmail.com](mailto:princetoncomments@gmail.com) <<mailto:princetoncomments@gmail.com>>. Please keep comments and questions brief, in keeping with the Council's policy of limiting comments to three minutes per speaker. Comments unrelated to a governmental issue, or comments containing offensive, profane or indecent language or language*

*constituting hate speech, will not be accepted. All other comments will be made part of the record and will be addressed at the discretion of the Mayor and Council.*

**X. REPORTS**

1. Princeton Police Update - Chief Nick Sutter
2. Affordable Housing Update - Marc Dashield, Administrator

**XI. RESOLUTIONS**

1. 20-191 Promotion of Officer Daniel Federico to Sergeant
2. 20-192 Promotion of Officer Michael Strobel to Corporal
3. 20-193 Resolution Authorizing Lease of Public Property by Submission of Sealed Bids for Wireless Telecommunications Facility Installation on the Roof and in the Penthouse of Witherspoon Municipal Hall at 400 Witherspoon Street
4. 20-194 Resolution Ratifying Award Of Contract To Nelson Glass & Aluminum Company, Inc. For Procurement Of Glass Counter Shields For Princeton Municipal Offices And Recreation Facilities In An Amount Not To Exceed \$13,740.00
5. 20-195 Resolution Declaring Racism A Public Health Crisis
6. 20-196 Resolution Extending Term Of Contract With IPS Group, Inc.
7. 20-197 Resolution Of The Mayor And Council Of Princeton Approving A Professional Services Agreement With Princeton Senior Resource Center from January 1, 2020 to December 31, 2020 In the Amount Not To Exceed \$152,388.00
8. 20-198 Resolution Authorizing the Tax Collector to Process Third Quarter Estimated Tax Bills Due August 1st, 2020

**XII. CONSENT AGENDA**

1. 20-199 Resolution Authorizing the Payment of Bills and Claims
2. Completion Time Extension to October 31, 2020 for 153 Witherspoon Street (Block 24.01, Lots 4 & 8)
3. Release of Cash Performance Guaranty in the Amount of \$22,000.00 to 256 Nassau Street LLC for 254-258 Nassau Street (Block 30.02, Lots 78 & 92) Minor Site Plan Front Porch and Deck
4. Release of Cash Maintenance Guaranty in the Amount of \$1,174.32, Along With Any Remaining Escrow and Inspection Fees, to 160 Spoon, LLC for 160 Witherspoon Street (Block 17.03, Lot 104) Administrative Waiver
5. Release of Cash Performance Guaranty in the Amount of \$8191.20 to 303 Witherspoon Street, LLC for 303 Witherspoon Street (Block 7102, Lot 5) Major Site Plan, Contingent Receipt of a Two-year Maintenance Guaranty in the Amount of \$1,228.68, Which is the 15% of the Original Performance Guaranty Amount

**XIII. CLOSED SESSION (CONTINUATION OF ABOVE IF NECESSARY)****XIV. ADJOURNMENT**



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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[https://bit.ly/CouncilMtgJune8\\_2020](https://bit.ly/CouncilMtgJune8_2020)



**RESOLUTION 20-190**

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**Closed Session Resolution**

RESOLUTION  
OF THE MAYOR AND COUNCIL  
OF PRINCETON  
TO GO INTO CLOSED SESSION  
(Open Public Meetings Act Sec.3)

BE IT RESOLVED by the Mayor and Council of Princeton:

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.

The general nature of the subject or subjects to be discussed in said session are as follows:

-Advice of Counsel with respect to pending litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgment action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

-Pending or anticipated Litigation: 23 Leigh LLC v Municipality of Princeton Zoning/Board of Adjustment and Municipality of Princeton, Docket No. MER-L-46-20, and 375 Terhune Road, LLC v Municipality of Princeton, Docket No. MER-L-245-20

The matters discussed will be made public when the need for confidentiality no longer exists.

| Councilperson      | Absent | Present | 1st | 2nd | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----|-----|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |     |     |     |     |         |              |
| Ms. Pirone Lambros |        |         |     |     |     |     |         |              |
| Ms. Fraga          |        |         |     |     |     |     |         |              |
| Ms. Niedergang     |        |         |     |     |     |     |         |              |
| Ms. Sacks          |        |         |     |     |     |     |         |              |
| Mr. Williamson     |        |         |     |     |     |     |         |              |
| Mayor Lempert      |        |         |     |     |     |     |         |              |

I, Delores A. Williams, 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 April 13, 2020.

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Delores A. Williams, Municipal Clerk



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**-Advice of Counsel with respect to pending Litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgment action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)**



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**May 11, 2020 Closed Session**

**ATTACHMENTS:**

- Closed Session May 11, 2020 (DOC)

**Closed Session Minutes  
Of the Mayor and Council of Princeton  
May 11, 2020**

Present: Council President David Cohen, Councilwoman Leticia Fraga, Councilwoman Eve Niedergang, Councilwoman Michelle Pirone Lambros, Councilwoman Mia Sacks, Councilman Dwaine Williamson and Mayor Liz Lempert

Absent:

Staff Present: Marc Dashield, Administrator, Michael La Place, Planning Director, Maureen Fullaway, Affordable Housing Manager, Trishka W. Cecil, Municipal Attorney, Kevin Van Hise, Assistant Municipal Attorney

Mayor Liz Lempert called the meeting to order at 6:00 P.M. and asked if the requirements were met of the following statement:

*“The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of the written notice attached hereto. On January 3, 2020 at 10:30 a.m., said schedule was posted on the official bulletin board, transmitted to the Princeton Packet, the Trenton Times, the Town Topics, and filed with the Municipal Clerk.*

Mayor Liz Lempert asked for a motion for **Resolution 20-170**, as follows:

**RESOLUTION  
OF THE MAYOR AND COUNCIL OF PRINCETON  
TO GO INTO CLOSED SESSION  
(Open Public Meetings Act Sec.3)**

**BE IT RESOLVED** by the Mayor and Council of Princeton:

This body will now convene into 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.

The general nature of the subject or subjects to be discussed in said session are as follows:

- Advice of counsel with respect to pending litigation and matters falling within the attorney-client privilege regarding Princeton’s affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

The matters discussed will be made public when the need for confidentiality no longer exists.

Council Dwaine Williamson moved Resolution 20-170 which was seconded by Council President David Cohen. Council members Cohen, Fraga, Niedergang, Pirone Lambros, Sacks and Williamson voted in the affirmative.

Princeton Council recessed into Closed Session.

Advice of counsel with respect to pending litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

Council President David Cohen and Kevin Van Hise, Assistant Municipal Attorney, provided updates in regards to the pending litigation concerning Princeton's affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15).

A motion to close Closed Session at 7:00 p.m. and go into Open Session was made by Council President David Cohen, seconded by Councilwoman Eve Niedergang, and carried unanimously by those present.

Respectfully Submitted,

Delores A. Williams  
Municipal Clerk



## Mayor and Council

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

### AGENDA ITEM

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**May 11, 2020**

#### ATTACHMENTS:

- Minutes-May 11, 2020 (DOC)
- 2020-2021 PPS Budget Adoption (PDF)
- 2020 Goals & Priorities Recommendation since COVID (DOCX)



# PRINCETON

Draft

## MAYOR AND COUNCIL OF PRINCETON

### MINUTES • MAY 11, 2020

Regular Meeting

Virtual Meeting

6:00 PM

Zoom Conference, Princeton, NJ 08540

#### I. INSTRUCTIONS TO THE PUBLIC REGARDING ZOOM MEETING ACCESS AND PROCEDURE

1. [https://drive.google.com/file/d/1VYUUoMW6y-mcRzlOtkSiqpAR\\_wUNtW-/view?usp=sharing](https://drive.google.com/file/d/1VYUUoMW6y-mcRzlOtkSiqpAR_wUNtW-/view?usp=sharing)

#### II. STATEMENT CONCERNING NOTICE OF MEETING

The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of a written notice. On January 3, 2020 at 10:30 a.m., said schedule was posted on the official bulletin board in the Municipal Building, transmitted to the Princeton Packet, the Trenton Times, the Town Topics and filed with the Municipal Clerk.

#### III. ROLL CALL

The Municipal Clerk then called the roll.

PRESENT: Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson, Lempert  
 ABSENT:

Also Present: March Dashield, Administrator, Jeff Grosser, Assistant Administrator/Health Officer, Michael La Place, Planning Director, Maureen Fullaway, Affordable Housing Manager, Deanna Stockton, Engineer, Kevin Van Hise, Assistant Municipal Attorney, and Trishka Cecil, Municipal Attorney

#### IV. 6:00 P.M. CLOSED SESSION

1. 20-170 Closed Session Resolution

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Dwaine Williamson, Councilman                               |
| <b>SECONDER:</b> | David Cohen, Council President                              |
| <b>AYES:</b>     | Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson |

-Advice of Counsel with respect to pending Litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgment action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

#### V. 7:00 P.M. OPEN SESSION

**VI. ANNOUNCEMENTS**

Councilman Dwaine Williamson announced with regards to the Princeton Recreation Department, unfortunately, the Community Park Pool opening has been delayed until at least June 13, 2020. Pool registration has currently been suspended. The Princeton Recreation Department will provide an update around May 22, 2020 about the status of the Community Park Pool schedule.

Councilwoman Eve Niedergang announced the Princeton Environmental Commission is partnering with Sustainable Princeton, Friends of Princeton Open Space, Friends of Herrontown Woods, Friends of Rogers Refuge and the Watershed Institute on a belated Earth Day cleanup. With more people spending time outside, our parks, trails, roads, and streams are accumulating more litter than usual. Individuals can participate in a Princeton clean up throughout the month of May, while undertaking the appropriate safety measures: wear a mask and gloves, go alone or with people you are living with, stay 6 feet apart and give passersby plenty of room on trails, dispose of gloves, masks, and collected trash properly, and wash your hands thoroughly when done. Participants can go on to the Watershed Institute website to report what was found; [https://survey123.arcgis.com/share/5e1bda0421dc4294a35435695a805b46?mc\\_cid=7f800986bd&mc\\_eid=61d4dbcb7a](https://survey123.arcgis.com/share/5e1bda0421dc4294a35435695a805b46?mc_cid=7f800986bd&mc_eid=61d4dbcb7a).

Councilwoman Michelle Pirone Lambros announced that work is being done to establish a Small Business Resiliency Fund targeted at making grants and loans available for our business community. The plan is to have this in place by the end of May to get the funds out to the businesses hit the hardest by COVID-19 to help supplement the federal and state programs that have helped, but not covered, all of the needs of these businesses. Once the program is in place we will be announcing ways for interested individuals and organizations to donate to the fund, as well as the grant and loan application process for businesses in need. The weekly “Zoom” call with businesses will be this Thursday, May 14, 2020 at 10:00 a.m. Anyone interested in receiving emails about these calls can go on to the town’s website and sign up.

Councilwoman Leticia Fraga announced that today, May 11, 2020, was the deadline to apply for the Youth Advisory Committee. Anyone interested in applying for the committee can fill out an online application through the town’s website.

Council President David Cohen had no announcements.

Councilwoman Mia Sacks had no announcements.

Mayor Liz Lempert announced the Alexander Street/Road in Princeton and West Windsor is scheduled to reopen by the end of the week after final paving is complete. Mercer County replaced two bridges and the New Jersey Department of Transportation replaced one bridge. The New Jersey Department of Transportation bridge over the D&R Canal is already complete and the sidewalk is open for pedestrians. Also, the Princeton Council has extended the grace period for taxes due on May 1<sup>st</sup>, 2020 until June 1<sup>st</sup>, 2020. This action was recently permitted by state executive order. Please consider paying your

taxes online ([www.princetonnj.gov](http://www.princetonnj.gov)) for your safety and ours. Payments made from a checking account do not incur an extra fee and credit card payments incur a 2.65% fee. With regards to the primary election, July 7, 2020 is the date for the New Jersey Primary election; June 16, 2020 is the deadline to register to vote for the Primary; and June 30, 2020 is the last day to submit a vote-by-mail application by mail. However, past this date, voters can still walk into the County Clerk's Office, located at 209 South Broad St, Trenton, until July 6, 2020 at 3 p.m., and obtain a vote-by-mail ballot. Votes will be counted as long as they are postmarked by Election Day and received no later than forty-eight hours after the polls close on July 7, 2020. You can download an application at <https://nj.gov/state/elections/vote-by-mail.shtml> or call 609-989-6494. The earliest ballots for the Primary Election will be mailed out by late May.

There were no staff announcements.

## VII. PRESENTATION

### 1. Princeton Public Schools Budget - Matthew Bouldin, Business Administrator

Matt Bouldin, Business Administrator of the Princeton School District, made a presentation to Council about the public school's budget.

(Presentation appended to this set of minutes)

Some of the highlights discussed were: the school board passed the 2020-2021 budget and they were able to reduce the tax levy to a 1.75% increase, which is lower than previously anticipated; COVID-19 and what it may mean for the Board of Education budget; priority based budgeting; commitment to equity; 2019-2020 school tax levy comparison; the percent of growth versus enrollment; 2020-2021 adopted budget totals; 2020-2021 general fund budget revenues and analysis; debt service levy and analysis; 2020-2021 general fund budget analysis; and that the Board of Education is also looking and thinking forward to future budgets.

Brian McDonald, Board of Education Member, spoke about budget surveys and whether or not the COVID-19 crisis may affect the budget. He reported on remote learning throughout the schools, reducing the fund balances, and also discussed help for those children who may be falling behind because of remote learning and other effects of COVID-19 in the future. He also advised the district receives approximately \$6 million dollars per year in state aid and there is a question as to whether or not more funds will be needed should the district stagger the school days.

## VIII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

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*language or language constituting hate speech, will not be accepted. All other comments will be made part of the record and will be addressed at the discretion of the Mayor and Council.*

Stephanie Asland stated she is a frequent visitor to the Bayard Rustin Center for Social Justice. The center is still doing community outreach through Facebook and other means and she wanted to thank them for doing so.

Mayor Liz Lempert asked if there were any other comments or emails from the public. Hearing none, she closed public comment and brought the discussion back to Council.

## **IX. REPORTS**

Council President David Cohen reported the Citizens Finance Advisory Committee has been working with a vendor who provides fleet management and is looking at the financial aspects of moving towards a robust fleet management program. Next, the Princeton Bicycle Advisory Committee has been working on developing strategies for rebalancing the streets. The idea that pedestrians and bicyclists are out more, and cars are out less, lends the opportunity to look at this. With the social distancing requirements, the committee is looking at ways to reconfigure the streets temporarily to give pedestrians and bicyclists more room to move about safely. Sustainable Princeton and the Economic Development Committee have expressed interest in working on this as well. The three groups will meet later in the week to talk about this. With regards to the Energy Aggregation Program, it was rolled out several weeks ago and the “opt-out and opt-up” period ended on May 6, 2020. The consultant and energy provider advised we are on target for the number of people who usually opt-out, which is good news considering some of the PR that has been in the press. As a result of that press, the FAQ’s on the website will be updated with the residents’ concerns and responses that were given. Regarding the Flood and Stormwater Committee, they had a very good first virtual meeting and formed a subcommittee to work on updating the stormwater ordinances. The focus areas of the subcommittee include: green infrastructure requirements of the new state guidelines; seeing if the town can move forward with the redevelopment stormwater ordinance; making the minor development project stormwater regulations work a little better; and helping with mapping of the stormwater system.

Councilwoman Leticia Fraga reported the Food Insecurity Task Force has been meeting weekly with the Human Services Department. Each week the numbers seem to be growing due to the current economic situation. Anyone wishing to help can contact the Human Services Department or they can go to the [www.princetoncovid.org](http://www.princetoncovid.org) website where resources have been identified. She thanked all of the community partners who have stepped up and noted that the Human Services Department is willing to help anyone in need of assistance.

Councilwoman Eve Niedergang reported that there are two items from the Princeton Environmental Commission on tonight’s agenda; a memo endorsing moving forward with high priority items despite the Coronavirus pandemic and a resolution expressing the

municipality's opposition to the Northeast Supply Enhancement (NESE) compressor station and pipelines.

Councilman Dwaine Williamson reported some of the Princeton Recreation Department's normal springtime maintenance tasks have been delayed and they've developed a list of 'in-housing' projects; work that would normally be outsourced because they did not have time to do it themselves. They are proud to be able to do these projects with their own employees, saving the municipality money along the way. They have saved over \$8,000 from the department's budget already and have identified a total of nearly \$60,000 in costs savings. The Princeton Recreation Department team has been helping out in the community by assisting with food distributions with Send Hunger Packing Princeton and delivering donated refrigerators from Princeton University to municipal residents in need.

Councilwoman Mia Sacks reported the Planning Board heard its first successful hearing last week and she thanked Council President David Cohen for all the work he put into making that happen. In regards to the Public Transit Committee, they will be having a meeting tomorrow. The committee has been working with Deanna Stockton and Christine Symington to put together a proposal to the Transit Trust Fund exploring expanded routes and what that might look like, especially as the town's affordable housing communities come online. They are also looking at how the expanded routes would make sense with the existing routes in Princeton. The committee is also looking at moving towards hybrid buses and ultimately electric buses. COVID-19 has thrown a wrench into public transit and at their meeting the committee will begin to discuss what it will look like as we come online from this crisis and how it can be done safely.

Councilwoman Michelle Pirone Lambros reported the Economic Development Committee met last week and discussed some of many challenges facing businesses and their plans for reopening. Some of those challenges will be allowing restaurants and retailers to expand their spaces to accommodate queuing, waiting for appointments, and greater restaurant seating capacity. This may be accomplished through the use of other parks and plazas and extending sidewalk spaces. The committee is going to consider recommendations for waivers of various fees and ways to expedite requests for COVID related improvements such as adding plexiglass panels, cutouts for window serving, and curbside pickup. Signage waivers will also be recommended, as more special outdoor signage will be needed to better make appointments and create safe social distancing space. The Economic Development Committee has a subcommittee on Business Portal Development. This subcommittee has made recommendations that have been shared with the IT Committee and will also be incorporated in the redesign of the website as we migrate to CivicPlus. The Shade Tree Commission also met last week and reviewed the Shade Tree Protection Zone Ordinance. This will help improve the definition for protecting trees, particularly on neighboring lots when construction is occurring. The Shade Tree Commission is also recommending an increase of the fee structure for live tree removals and plans to discuss further proposal for a tree inventory initiative.

Mayor Liz Lempert thanked landlords who have agreed to lower rents and all of the

volunteer groups helping with housing and food needs. She reminded everyone that while in stores or out in public everyone is urged to wear a mask to help slow the spread of the disease. She also thanked the Human Services Department for all of its work, especially for coordinating all of the different volunteers. Mayor Liz Lempert noted that she has been receiving emails from people who are concerned about their health when they are out at some of the parks and the trails. Masks should be worn if you are around other people, if you are alone and there is no one around it is ok to remove the mask; although it may not be required, she made a plea for everyone to keep a mask with them and use it when around others.

### **Staff Reports:**

Jeff Grosser, Health Officer, reported on the COVID-19 crisis and thanked the Mayor and Council for again allowing him to report again on the COVID-19 pandemic. Fortunately, social distancing efforts in New Jersey are starting to take tremendous improvements in a few of our epidemiological trends of. New Jersey is seeing a decline in new positive cases, hospitalizations, and fewer reported deaths per day. These three metrics just began exponential growth in early April and fortunately we are seeing a larger decrease each day since May has started. This is a direct correlation to the social distancing measures the state has been taking, as well as the local efforts taking shape in Princeton. Princeton has also been seeing a decline in new cases. The exception to this is the addition of something called “probable cases” to our total, which includes individuals that have not been tested positive diagnostically but fit clinical and epidemiological criteria. Essentially, if one fits similar symptoms to that of COVID-19 and are also linked somehow to a positive case or outbreak, those cases are now being counted in a different positive category to enable public health professionals to get a better scope on the pandemic. The Health Department began reporting these cases out this past Friday which was the reason for the recent uptick in numbers. In the past eight weeks, Princeton’s core staff of an inspector, part-time nurse and two school nurse volunteers have contacted over 150 positive COVID cases and 1,000 contacts of those cases. That being said, there is a need to continue to expand the Health Department’s contact tracing efforts, especially as the governor’s stay-at-home order is slowly lifted sometime next month. Fortunately, Princeton Administrator Dashield and Chief Sutter have assigned parking enforcement officers to the Health Department team. With this addition, the department will have six contact tracers, which is what Johns Hopkins University’s Center for Health Security is calling on for a community our size. Johns Hopkins and Bloomberg Philanthropies also created a free contact tracing program which is being provided to our contact tracers to get them up to speed with what skills are needed prior to making those first calls to confirmed cases and potential exposure points. He also mentioned, that in part, due to Mayor Liz Lempert and Council’s weekly newsletter the Health Department has been inundated with an outpouring of community support. The department has been so fortunate to have residents of Princeton who have strong public health and medical backgrounds to provide guidance and support. Further, the Health Department is in the process of hiring a contact tracing coordinator to oversee the department’s efforts to trace down positive cases. Again in this case, we have been contacted by a few tremendous public health leaders to assist us with our efforts.

Everyone is aware Princeton's long-term care centers have been the epicenter of COVID in our community. Both Princeton Care Center and Acorn Glen Assisted Living Center have both been battling outbreaks since early last month. We are happy to report they are slowly seeing cases recover and fewer positive cases but they are still in great need of personal protective equipment and staff. Princeton has made the call to both the county and state for equipment and personal protective equipment. Fortunately, our police department has been super generous with PPE and has shared equipment with both facilities as it is called upon. Princeton's Office of Emergency Management is in discussions with the Princeton Clergy Association on summer sheltering. Due to early predictions of an active hurricane season, our Police Chief and Emergency Management team has been discussing and working out how emergency sheltering would occur during a pandemic. He closed by again, thanking fellow Princeton staff, Princeton residents, and community partners, including the school district, for the tremendous work that has occurred in the last two months.

Deanna Stockton, Municipal Engineer, reported that the construction activities related to PSE&G's Gas system modernization program will be resuming on or about May 18, 2020, weather permitting. Their contractor will be working on Rosedale Road (County Route 604) from 600 feet west of General Johnson Drive to Christopher Drive. It is anticipated that this work will take approximately two weeks. Alternating traffic will be occurring during the work hours of 7 a.m. to 6 p.m., Monday through Friday. After Rosedale, their work will move to Springdale Road between Mercer and College Road. Notices are being mailed by PSE&G to each of their affected customers on Rosedale and Springdale with more details about the project. New Jersey American Water Company's contractor has returned to complete restoration work on Edwards Place. The restoration work includes replacing concrete driveway aprons, and milling and paving the entire curb-to-curb width of the roadway. The municipality's consultant will be submitting plans and permit applications to the New Jersey Department of Environmental Protection this week for repairs to the Princeton landfill. In 2016, the landfill was found to be much larger than previously known; however, the needed repairs will correct the effects of erosion in three distinct areas of the landfill. Construction of these repairs will hopefully be underway later this year. Verizon Wireless is pursuing a program to install 5G infrastructure in central Princeton this year. Staff from the Engineering Department, Zoning, Historic Preservation, and Planning are involved in the discussions and will keep Council updated on the details. The municipality's construction project in the Heatherstone neighborhood is anticipated to begin in July 2020. Construction activities related to the Harrison Street Traffic Signals replacement project is now on hold until the signal equipment can be acquired. It is anticipated that the work will not resume for at least another month. Engineering and Recreation kicked off the Hilltop Park synthetic turf design project today. Residents may see surveyors gathering data in the park over the next couple of weeks.

Marc Dashield, Administrator, reported that over the last couple of weeks the Judiciary has asked communities who can begin doing virtual court hearings to begin that process. Princeton's Municipal Court has been working with the IT Department and they are

ready to begin virtual hearings this week and will have approximately thirty cases. In addition to the virtual hearings, they will also begin receiving “plea by mail”.

## **X. CORRESPONDENCE**

### **1. Princeton Environmental Commission's 2020 Priorities**

Councilwoman Eve Niedergang stated the letter from the Princeton Environmental Commission asking Council to keep some of its goals and priorities can be discussed as Council works through its goals and priorities. She also noted that Heidi Fichtenbaum, Vice Chair of the Princeton Environmental Commission, is online and available should she be needed.

## **XI. WORK SESSION**

### **1. Goals and Priorities Update - Marc Dashield, Administrator**

Mayor Liz Lempert stated that the following discussion is important at this juncture because when this priority list was put together no one knew that so much time would be spent on COVID-19, but obviously the response to that has become a priority. As a result, Council needs to take a look at what it had planned for this year. In light of COVID, some of the priorities may rise up to a higher priority, especially items that will help the municipality conduct its business virtually. There are other items that Council may want to put aside until later in the year or perhaps next year. Mr. Dashield will be presenting some staff recommendations on how to reconsider some of Council’s goals and priorities.

Before Mr. Dashield began his presentation he noted that the municipalities’ priorities have changed since the COVID-19 pandemic hit the town. The directors were asked to take a look at Council’s goals and priorities that were established earlier this year and provide Council with some perspective. The municipality will need to implement new policies and procedures related to COVID-19. Laws have changed in terms of “leave requests” and how the municipality deals with that. Mayor Liz Lempert added there are a few issues that need to be added to the COVID related issues that will take priority at this point. After a brief Council discussion, it was determined that the following items should be added to the COVID-19 related priorities: parking requirements; rebalancing of the streets and sidewalks; contact tracing; adequate housing and resources to quarantined COVID positive patients; and working to identify other means of outreach for individuals in need of resources. There was a brief discussion about the repurposing of employees from department to department.

(Presentation appended to this set of minutes)

Mr. Grosser noted that prior to COVID there was a backlog of underinsured or families with no insurance that the Health Department serviced for children’s vaccines and well-baby visits. There is a request in the budget to have a home clinic to be used as a primary care office for members of the community who do not have primary care physicians. There was also a discussion about bringing an Urgent Care facility to the municipality and whether or not that could be used by some as a primary care office. Mr. Grosser

stated that discussion could be had to work on this with an Urgent Care facility. Council noted that an Urgent Care facility needs to be prioritized. Mr. Dashield noted that there a number of things that need to be done expeditiously along with all of the affordable housing items.

Mayor Liz Lempert read a comment from Heidi Fichtenbaum, Vice Chair of the Princeton Environmental Commission. Her comment was “just want to support the goals of the Princeton Environmental Commission and the letter from the Princeton Environmental Commission that was sent to Council regarding the interest in making sure the affordable housing and green building element is coordinated”. Mayor Liz Lempert stated that she will make sure it is reflected in the language and spirit of what Council will be working on this year.

## **XII. ORDINANCE INTRODUCTION**

1. Ordinance #2020-13 An Ordinance by the Municipality of Princeton Regarding Illicit Connections and Spilling/Dumping of Materials to Princeton’s Stormwater Sewer System; the Feeding of Wildlife in Princeton’s Parks and on Other Municipally-Owned Properties; the Removal of Pet Waste; Littering; and the Collection of Grass Clippings, and Amending the “Code of the Borough of Princeton, New Jersey, 1974” and “Code of the Township of Princeton, New Jersey, 1968.” (Public Hearing: May 26, 2020)

|                  |   |                                |
|------------------|---|--------------------------------|
| <b>RESULT:</b>   | <b>INTRODUCED [UNANIMOUS]</b>                               | <b>Next: 5/26/2020 7:00 PM</b> |
| <b>MOVER:</b>    | David Cohen, Council President                              |                                |
| <b>SECONDER:</b> | Eve Niedergang, Councilwoman                                |                                |
| <b>AYES:</b>     | Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson |                                |

## **XIII. RESOLUTIONS**

1. 20-171 Resolution Authorizing the Award of a Contract to SHI Corporation for Website Redesign to be Performed by CivicPlus for the Municipality of Princeton, amount not to exceed \$69,221.65, for a 4 year Contract

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Michelle Pirone Lambros, Councilwoman                       |
| <b>SECONDER:</b> | Mia Sacks, Councilwoman                                     |
| <b>AYES:</b>     | Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson |

2. 20-172 Resolution in Support of NJDEP'S Denial of All Permits for the Northeast Supply Enhancement (NESE) Project

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Eve Niedergang, Councilwoman  
**SECONDER:** Mia Sacks, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

3. 20-173 Resolution Authorizing a Professional Services Agreement in the Not to Exceed Amount of \$15,000.00 with McMahon Associates, Inc. for Traffic Engineering Services Related to Affordable Housing Development Near Terhune Road

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** David Cohen, Council President  
**SECONDER:** Michelle Pirone Lambros, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

4. 20-174 Resolution Authorizing a Professional Services Agreement in the Not to Exceed Amount of \$5,000.00 with McMahon Associates, Inc. for On-Call Technical Assistance for Emergent Traffic Engineering Issues

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Leticia Fraga, Councilwoman  
**SECONDER:** David Cohen, Council President  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

5. 20-175 Resolution Authorizing a Professional Services Agreement in the Not to Exceed Amount of \$15,000.00 with Kleinfelder for On-Call Technical Assistance as Required for Sanitary Sewer Infrastructure

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** David Cohen, Council President  
**SECONDER:** Mia Sacks, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

**XIV. CONSENT AGENDA**

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Leticia Fraga, Councilwoman  
**SECONDER:** Eve Niedergang, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

1. 20-176 Resolution Authorizing the Payment of Bills and Claims
2. 20-177 Resolution Authorizing a Purchase Order with Brasco International in the Amount of \$10,550.00 for the Purchase and Delivery of the Nassau Street Flagship Bus Shelter

3. 20-178 Resolution Authorizing Shared Service Agreement with the Township of Hamilton for Specialized Health Services, Not to Exceed \$4,000.00
4. 20-179 Resolution Requesting Waiver of Construction Permit and Inspection Fees For Habitat For Humanity Affordable Housing Development

**XV. CLOSED SESSION (CONTINUATION OF ABOVE IF NECESSARY)**

**XVI. ADJOURNMENT**

A motion to adjourn at 9:51 p.m. was made by Council President David Cohen, seconded by Councilwoman Mia Sacks, and carried unanimously by those present.

Respectfully submitted,

Delores A. Williams  
Municipal Clerk



# 2020-2021 Budget Adoption

May 5, 2020

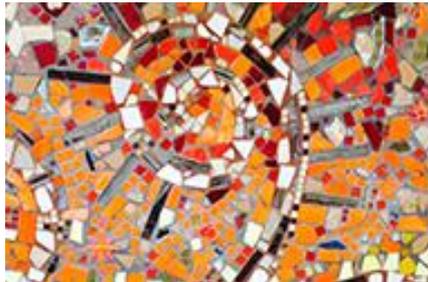
# Outline of Discussion

- **Mission Statement**
- **COVID-19 Budget Update**
- **Priority Based Budget Goals and Accomplishments**
- **Budget Calendar**
- **School Tax Overview/Tax Impact**
- **Operating (General Fund)**
- **Questions From the Public**



**Leading With Values**  
**Starting Point for All Initiatives**

**The mission of the  
Princeton Public Schools is to  
prepare all of our students to  
lead lives of joy and purpose  
as knowledgeable, creative  
and compassionate citizens of  
a global society.**



# Strategic Planning Goals 2016 - 2021



## Throughlines

Differentiated Instruction  
Culturally Responsive  
Teaching

## Overarching Goal

Equity – Ensuring every child achieves their highest potential by removing barriers and providing supports

# COVID-19 OVERVIEW

## Since Tent. Adopted Budget Passed SO MUCH has changed



- We are sensitive and empathetic towards **ALL** those who have and will suffer from this virus and the economic crisis that is currently unfolding.
- The rapidity and severity of job losses coupled with quick recession leaves so many people in precarious financial situation.
- In response to this, the BOE is *reducing* its General Fund Tax Levy by \$253,626 to a 1.75% increase. The offset will be distributed throughout the budget.
- NJ Bill A3918 extended NJ's Fiscal Year 2020 through September 30, 2020 and requires the Governor to "**revise**" Fiscal Year 2021 Budget Message which was originally given February 25<sup>th</sup>, 2020.
- State did not change Board of Education's obligation to pass budget within original timeframe.

# COVID-19 OVERVIEW Slide 2- What Does This mean for our Budget?

- The good news is that we should have **some** “net” savings for our current budget year which should allow us to add some fund balance or cash in the bank. We do not know yet how much this will be.
- We are developing contingency plans surrounding potential loss of state aid revenue. We do not know whether this would be for a single year or likely to continue.
- We do **NOT** want to overreact and immediately reduce our workforce, which is where the majority of our cuts would have to be given that approximately 77% of our budget is Salaries and Benefits.
- If we were to have sufficient level of probability that a potential budget cut was temporary, we would act one way, trying to absorb it in a “one year” spending reduction plan, focused away from compensation.
- However, if it were to appear that potential cuts are severe and probably ongoing we will be forced to make necessary cuts, away from the classroom as much as possible.

# PRIORITY BASED BUDGETING

- Major change- multi-year process that requires cultural changes
- Starting point was “flat”, unlike in prior years
- Budget process which is consistent with our values including collaboration and transparency
- Active engagement with Finance Committee
- Continued focus on expenses outside the classroom, that do not impact learning, to drive efficiency in future years

# PRIORITY BASED BUDGET-MAJOR ACCOMPLISHMENTS

- **NO REDUCTION IN FORCE-** Decreases based on natural attrition
- **5.3% Enrollment Growth (projected) from FYE 19 to 21, with a 4.42% Gen Fund Tax Levy Increase. The last two years FYE 20 and 21 were the two lowest Gen Fund Tax Levy Increases in past six years. See Page 16.**
- **Sustained educational quality**
- **Sustained commitment to student and staff health and wellness**
- **Enhanced focus on equity as reflected by budgeted resources (see page 10)**
- **Enhanced stewardship of our facilities as reflected by budgeted resources (see page 11)**

# **PRIORITY BASED BUDGET - MAJOR ACCOMPLISHMENTS (Continued)**

- **Enhanced commitment to environmental sustainability as reflected by budgeted resources (see page 11)**
- **Change in pharmacy benefit manager, CVS Caremark, projected to save money**
- **Utilizing leveraging of resources through low interest capital lease financing to improve technology infrastructure district-wide**
- **“Fine tuning” of budgeting practices to more accurately anticipate actual revenues and expenses, implementation of historically based, prospective budget modeling**
- **Continue to improve efficient purchasing of goods and services through better oversight and education of staff**

## **20-21 Budget- Commitment to Equity**

- **New shared Accelerated Intervention Services (AIS) position for the Elementary Schools**
- **New FT Family Liaison position at JW (repurposing of vacant secretarial position)**
- **2 New teaching positions, repurposed from Elementary Schools to address increased enrollment at JW**
- **New .5 Special Ed at JW**
- **New .5 ELL at PHS**
- **2 Achievement Instructional Coaches repurposed from two positions. These positions will focus on “IN Classroom early interventions” and hands on coaching of teachers to help incorporate improved equity oriented teaching practices**
- **Food Literacy Coordinator/Cafeteria Aide improvement pilot program through Food Service Fund. Funding available for family liaison staff to purchase snacks for food insecure students**
- **“Net” Addition of 2 FTE overall with this budget which may have to change based on potential changes in State Aid Revenue**

# 20-21 Budget- Enhanced Facilities Stewardship and Environmental Sustainability

- **Increasing maintenance budget lines to more accurately reflect needs and costs to properly maintain assets**
- **Working on opportunities with Sustainable Princeton to improve districts level of environmental sustainability.**
- **Implementation of LED lighting and Building Controls System which would be up to 80% funded by BPU grant programs. Remaining costs financed over short term (five years). Net Savings to budget not yet known or factored in**
- **Facility Assistant originally contemplated unlikely to be filled during 20-21**



# Budget Calendar

## 2020-2021 Budget

**October and November-District Budget planning (Board and Central Office)**

**November 15<sup>th</sup> shared priority based budgeting worksheets with Budget Managers seeking increased level of detail submitted to SBA by December 13<sup>th</sup>.**

**January 16<sup>th</sup> through the 24<sup>th</sup> Central Office Budget meetings**

**February 11<sup>th</sup> - Budget Workshop-Top level overview**

**February 25<sup>th</sup> - Governor Murphy's Budget Address**

**February 27<sup>th</sup> - State Aid Numbers released (48 hours after Budget Address)**

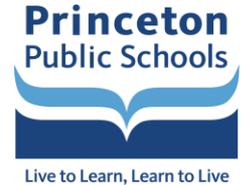
**March 10<sup>th</sup> – Closed Session Personnel-Budget Presentation**

**March 17<sup>th</sup> - Tentative Budget Adoption-Presentation**

**March 20<sup>th</sup> - Budgets submitted to County (State review)**

**April 28<sup>th</sup> - Public Budget Hearing and Final Budget Adoption**

# 2019 vs. 2020 School Tax Levy Comparison



**2018-19 TOTAL School Tax Levy:**  
**\$76.246 MM** General Fund Levy  
+\$5.169 MM Debt Service Levy  
= \$81.415 MM

**2019-20 TOTAL School Tax Levy :**  
**\$78.244 MM** General Fund Levy  
+\$5.755 MM Debt Service Levy  
= \$83.999 MM

**2019-20 TOTAL School Tax Levy :**  
**\$78.244 MM** General Fund Levy  
+\$5.755 MM Debt Service Levy  
= \$83.999 MM

**2020-21 Tentative School Tax Levy :**  
**\$79.614 MM** General Fund Levy  
+\$6.635 MM Debt Service Levy  
= \$86.249 MM

**Calendar 2019 Tax Levy:**  
\$77.245 MM General Fund Levy  
+\$5.462 MM Debt Service Levy  
**= \$82.707 MM\***

**Calendar 2020 Tax Levy:**  
\$78.929 MM General Fund Levy  
+\$6.195 MM Debt Service Levy  
**= \$85.124 MM\***

*\*Actual calendar tax levy reflects split fiscal year:  
50% of 18-19 and 50% of 19-20 School Tax Levy*

*\*Actual calendar tax levy reflects split fiscal year:  
50% of 19-20 and 50% of 20-21 School Tax Levy*

# 2020-21 School Tax: Two Separate Levies = \$86.249 MM

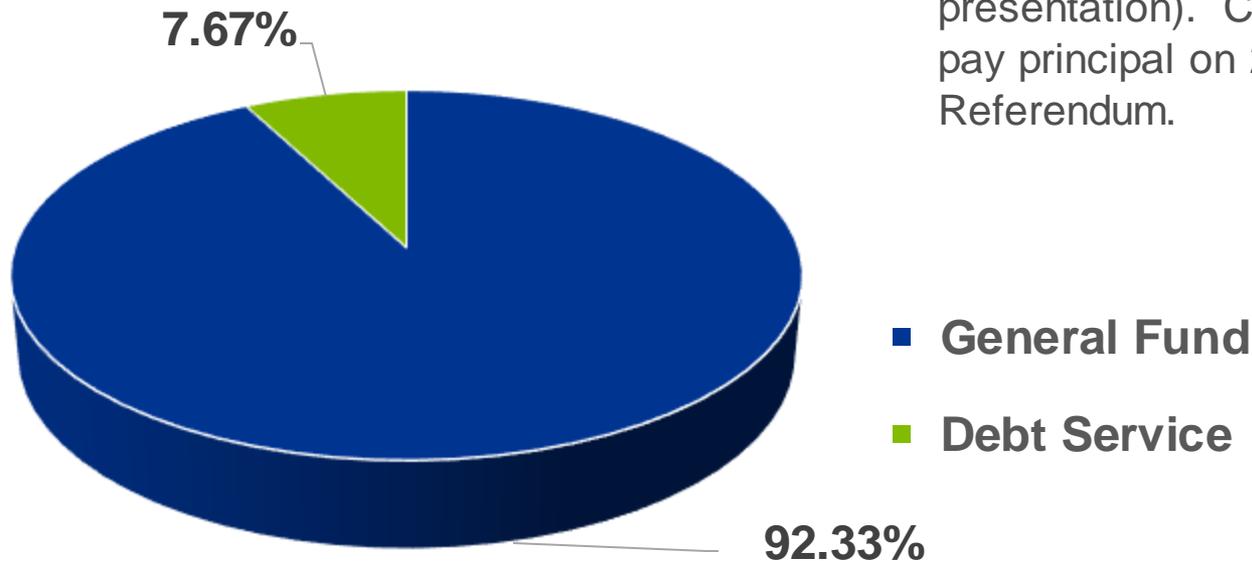
## General Fund Levy = \$79.614 MM

- Funds annual operating budget
- Subject to 2% cap with waivers for enrollment and certain healthcare costs

## Debt Service Levy = \$6.635 MM

- Funds long-term capital projects
- Approved by taxpayers via referendum
- As of 12-31-2019 \$43.718 MM debt outstanding, with maturities of 2/1/22, 2/1/23 and 7/15/38 (See page 17 of this presentation). CY budget begins to repay principal on 2019 Debt for 2018 Referendum.

20-21 PPS Tax Levy



# Taxpayer Impact



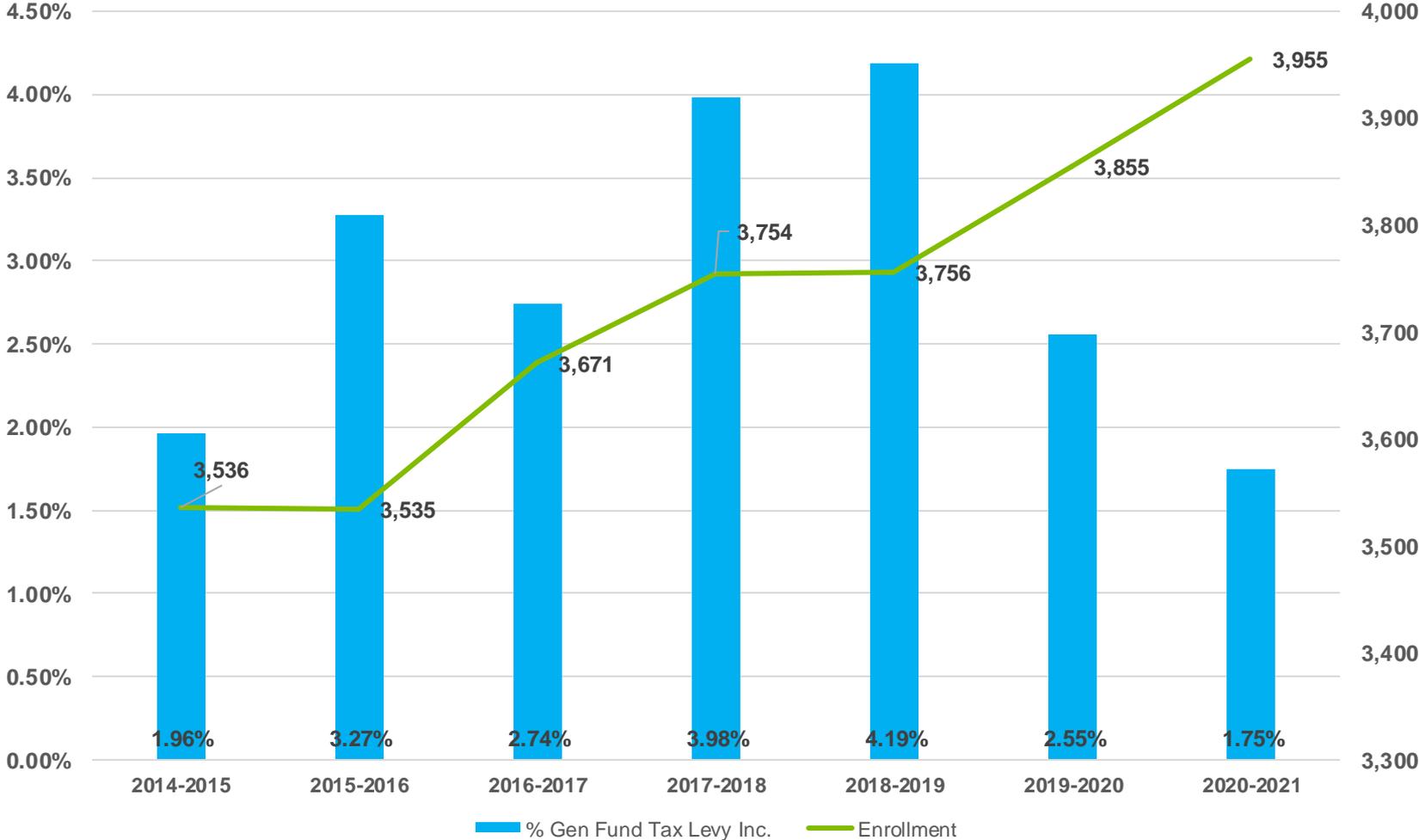
- **Estimated Calendar 2020 total school levy of \$85.124 MM**
- **Tax rate increases from 1.151 to 1.182 per \$100** assessed property value
  - Princeton 2020 actual tax base, net assessed valuation (ratables) of \$7.200 Billion\*
  - Tax base estimated to have increased .26% from 2019, which means tax levy shared across more total assessed value
  - This would increase a tax-payer with a home assessed at \$838,562 (approx. Average) by \$259.12
- **This means that a 2.92% calendar year school tax levy increase results in a 2.68% “effective” school tax increase. The tax increase is spread across a bigger base.**

*\*2020 ratables obtained from Princeton Tax Assessor Neal Snyder-Updated as of 4-27-2020*

# Gen Fund Tax Levy % Growth vs. Enrollment

\*2020-2021 Enrollment is estimated

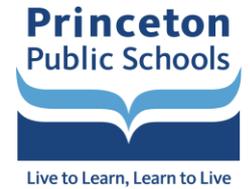
## General Fund Tax Levy Growth % vs. Enrollment



# 20-21 ADOPTED BUDGET-TOTAL

| Description  | Adopted Budgets          |                           |                           | FYE 20 to 21 | FYE 20 to 21 |
|--|--------------------------|---------------------------|---------------------------|--------------|--------------|
|  | 2018~19                  | 2019~20                   | 2020~21                   | Difference   | Difference % |
| Local Tax Levy   | 76,246,634               | 78,244,588                | 79,613,868                | 1,369,280    | 1.75%        |
| Other Local Governmental Units - Unrestricted            | 663,750                  | 751,660                   | 717,860                   | -33,800      | -4.50%       |
| Total Tuition  | <u>5,299,711</u>         | <u>5,408,185</u>          | <u>5,892,651</u>          | 484,466      | 8.96%        |
| <b>SUBTOTAL - REVENUES FROM LOCAL SOURCES</b>            | <b><u>82,210,095</u></b> | <b><u>84,404,333</u></b>  | <b><u>86,224,379</u></b>  | 1,820,046    | 2.16%        |
| SUBTOTAL - Revenues from State Sources                   | 4,773,203                | 4,906,141                 | 5,126,710                 | 220,569      | 4.50%        |
| SUBTOTAL - Revenues from Federal Sources                 | 51,910                   | 68,617                    | 57,486                    | -11,131      | -16.22%      |
| Budgeted Fund Balance - Operating Budget                 | 3,118,609                | 2,350,000                 | 2,500,000                 | 150,000      | 6.38%        |
| Withdraw from Cap Res-Excess Cost & Oth Cap Prj          | <u>100,000</u>           | <u>0</u>                  | <u>1,500,000</u>          | 1,500,000    |              |
| <b>TOTAL OPERATING BUDGET-GENERAL FUND</b>               | <b><u>90,253,817</u></b> | <b><u>92,015,461</u></b>  | <b><u>95,408,575</u></b>  | 3,393,114    | 3.69%        |
| Total Grant Revenues from Local Sources                  | 47,857                   | 0                         | 0                         | 0            |              |
| Preschool Education Aid (19-20 awarded in Septemer)      | 49,500                   | 770,939                   | 1,064,000                 | 293,061      | 38.01%       |
| Other Restricted Entitlements-State                      | <u>766,097</u>           | <u>935,823</u>            | <u>897,996</u>            | -37,827      | -4.04%       |
| <b>TOTAL REVENUES FROM STATE SOURCES</b>                 | <b><u>815,597</u></b>    | <b><u>1,706,762</u></b>   | <b><u>1,961,996</u></b>   | 255,234      | 14.95%       |
| Title I, II, III, IV (ESEA) Federal Grants               | 299,428                  | 340,277                   | 320,994                   | -19,283      | -5.67%       |
| I.D.E.A. Part B (Handicapped) Federal Grants             | <u>931,461</u>           | <u>959,270</u>            | <u>940,592</u>            | -18,678      | -1.95%       |
| <b>TOTAL FEDERAL GRANT REVENUES</b>                      | <b><u>1,230,889</u></b>  | <b><u>1,299,547</u></b>   | <b><u>1,261,586</u></b>   | -37,961      | -2.92%       |
| Transfers from Operating Budget-Prek (Special Education) | <u>0</u>                 | <u>0</u>                  | <u>22,000</u>             | 22,000       |              |
| <b>TOTAL GRANTS AND ENTITLEMENTS</b>                     | <b><u>2,046,486</u></b>  | <b><u>3,006,309</u></b>   | <b><u>3,245,582</u></b>   | 239,273      | 7.96%        |
| Local Tax Levy-Debt Service                              | 5,168,761                | 5,754,598                 | 6,634,882                 | 880,284      | 15.30%       |
| Other Local Debt Service                                 | 0                        | 225,000                   | 0                         | -225,000     | -100.00%     |
| Debt Service Aid Type II                                 | 0                        | 222,746                   | 453,662                   | 230,916      | 103.67%      |
| Budgeted Fund Balance                                    | <u>586,789</u>           | <u>209,683</u>            | <u>153,281</u>            | -56,402      | -26.90%      |
| <b>TOTAL REPAYMENT OF DEBT</b>                           | <b><u>5,755,550</u></b>  | <b><u>6,412,027</u></b>   | <b><u>7,241,825</u></b>   | 829,798      | 12.94%       |
| <b>PEA Transfer from Op to Spec Rev Fund</b>             |                          |                           | <b><u>-22,000</u></b>     |              |              |
| <b>PPS TOTAL BUDGET</b>                                  | <b><u>98,055,853</u></b> | <b><u>101,433,797</u></b> | <b><u>105,873,982</u></b> | 4,440,185    | 4.38%        |

# 20-21 ADOPTED GENERAL FUND BUDGET REVENUES

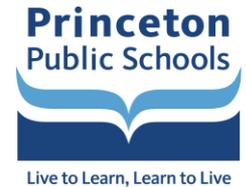


| Revenues:                      | Actual<br>FYE<br>2016 | Actual<br>FYE<br>2017 | Actual<br>FYE<br>2018 | Actual<br>FYE<br>2019 | Est. Actual<br>FYE<br>2020 | Adopt Budget<br>FYE<br>2021 |
|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------------|-----------------------------|
| Tax Levy                       | 65,996,845            | 68,227,892            | 70,148,719            | 73,055,295            | 76,246,634                 | 78,244,588                  |
| 2% Tax Levy                    | 1,354,107             | 1,364,557             | 1,402,974             | 1,482,875             | 1,524,933                  | 1,369,280                   |
| Healthcare Adjustment          | -                     | 264,382               | 47,848                | 413,110               | 473,021                    | -                           |
| Enrollment Adjustment          | 876,940               | 291,888               | 1,455,754             | 1,295,354             | -                          | -                           |
| <b>Total Tax Levy</b>          | <b>68,227,892</b>     | <b>70,148,719</b>     | <b>73,055,295</b>     | <b>76,246,634</b>     | <b>78,244,588</b>          | <b>79,613,868</b>           |
| Tuitions                       | 5,376,277             | 5,150,332             | 5,228,140             | 5,565,909             | 5,408,185                  | 5,892,651                   |
| Misc. and Interest             | 689,340               | 699,442               | 669,931               | 1,184,547             | 850,849                    | 717,860                     |
| Categorical State Aid          | 3,464,865             | 3,543,737             | 3,622,685             | 4,087,798             | 4,153,532                  | 4,376,710                   |
| Extraordinary Aid              | 1,292,424             | 1,238,062             | 1,369,345             | 2,478,553             | 1,750,000                  | 750,000                     |
| Fed SEMI                       | 3,319                 | 3,730                 | 5,023                 | 6,420                 | 22,000                     | 57,486                      |
| Budgeted Fund Balance          |                       |                       |                       |                       |                            | 2,500,000                   |
| Cap Reserve Withdrawal         |                       |                       |                       |                       |                            | 1,500,000                   |
| <b>Actual/Est./Bud Revenue</b> | <b>79,054,117</b>     | <b>80,784,022</b>     | <b>83,950,419</b>     | <b>89,569,861</b>     | <b>90,429,154</b>          | <b>95,408,575</b>           |

# 20-21 ADOPTED GENERAL FUND BUDGET REVENUE ANALYSIS

- Budgeted fund balance is required and is not anticipated to be spent
- Capital Reserve budget is a “not to exceed” number and we are under no obligation to use this. This is the absolute maximum we would be allowed to use to offset anticipated 2018 referendum budget shortfalls
- We are only increasing the tax levy by 1.75%, which is the smallest amount in the last 6 budget years!
- State aid increase of 5.37%, which helps, but this is more than completely offset by increase in charter school budgeted expenditures
- We will get potentially revised State Aid numbers by August 25th

# Debt Service Levy → Pays for Long-Term Debt

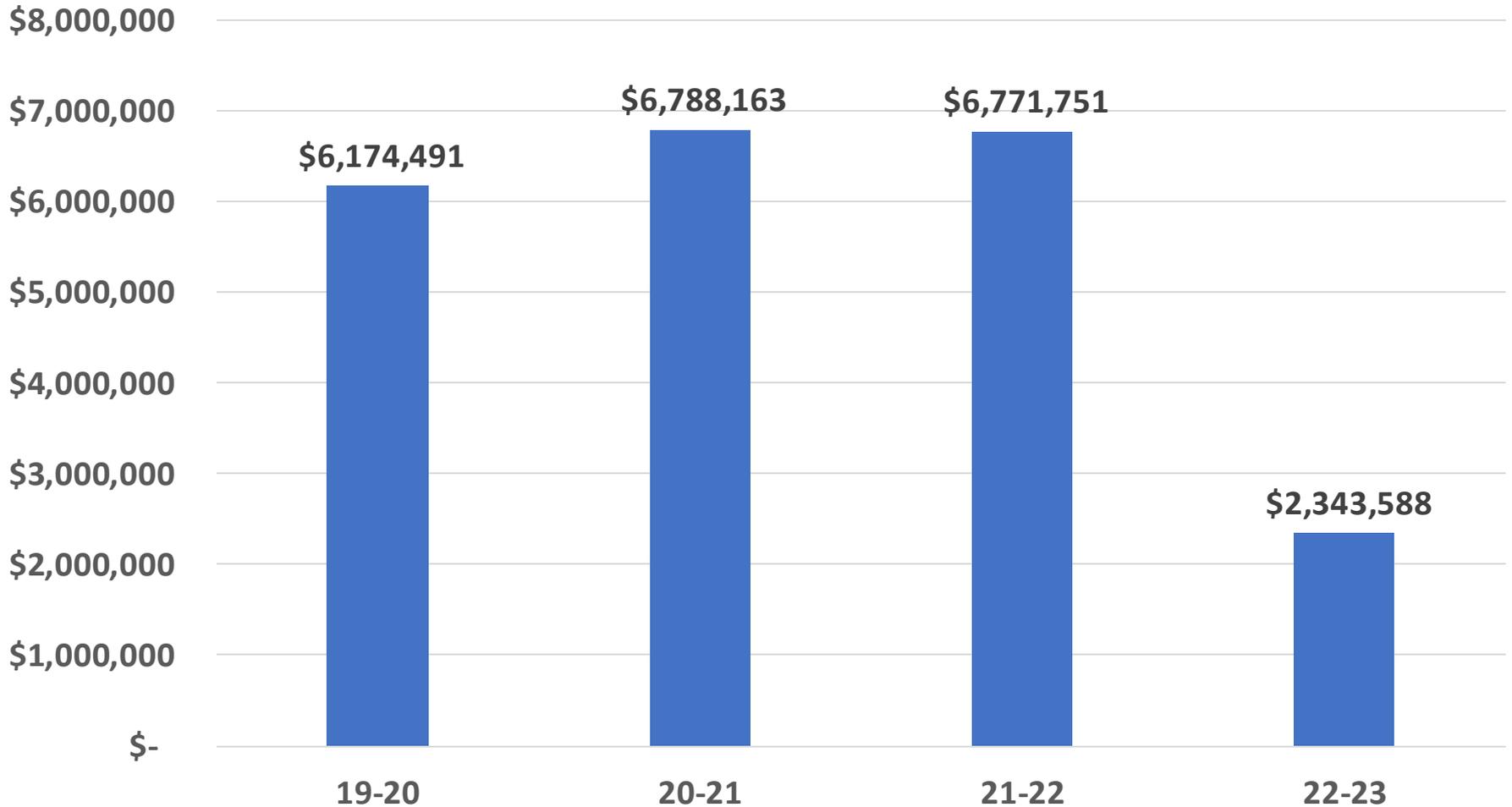


- Three Bond issues outstanding. One of the benefits of the referendum process is that the State gives us debt service aid on eligible portions of projects as approved by the State of NJ. It is 34% for Fiscal Year 20-21
- The original issue amount of the 12.155 MM Refunding bonds was \$40,165,000
- Our most current Debt was issued at 3% over 20 years with a Aaa (“triple A” Moody’s) rating which is the highest credit rating available. See Outstanding Debt Below:

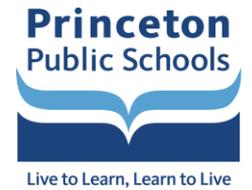
|                                  | <b>Orig. Issue<br/>Date</b> | <b>Maturity<br/>Date</b> | <b>Int.<br/>Rates</b> | <b>Int.<br/>Rates</b> | <b>Principal Bal.<br/>6/30/2019</b> |
|----------------------------------|-----------------------------|--------------------------|-----------------------|-----------------------|-------------------------------------|
| <b>10.980 MM School Bonds</b>    | 1/15/2013                   | 2/1/2023                 | 0.50%                 | 2.00%                 | 4,720,000                           |
| <b>12.155 MM Refunding Bonds</b> | 7/30/2009                   | 2/1/2022                 | 3.00%                 | 5.00%                 | 12,070,000                          |
| <b>26.928 MM School Bonds</b>    | 1/23/2019                   | 7/15/2038                | 2.50%                 | 3.00%                 | 26,928,000                          |
|                                  |                             |                          |                       |                       | <b>43,718,000</b>                   |

# Debt Service Analysis – FYE 2022 and 2023 are estimated due to debt service state aid not being known at this time

## Net Annual Debt Service (assuming no new debt)



# 20-21 ADOPTED GENERAL FUND BUDGET EXPENDITURES (APPROPRIATIONS)



|                                      | Actual<br>FYE<br>2016 | Actual<br>FYE<br>2017 | Actual<br>FYE<br>2018 | Actual<br>FYE<br>2019 | Est. Actual<br>FYE<br>2020 | Adpt. Budget<br>FYE<br>2021 |
|--------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------------|-----------------------------|
| <b>Expenditures:</b>                 |                       |                       |                       |                       |                            |                             |
| Salaries                             | 47,306,583            | 48,891,043            | 50,799,189            | 53,425,769            | 53,261,798                 | 54,078,709                  |
| Benefits                             | 13,262,380            | 13,848,964            | 14,498,842            | 15,397,570            | 16,696,105                 | 16,926,150                  |
|                                      | 60,568,963            | 62,740,007            | 65,298,031            | 68,823,339            | 69,957,903                 | 71,004,859                  |
| <b>Non Sal and Benefit Expenses:</b> |                       |                       |                       |                       |                            |                             |
| Charter School                       | 4,907,407             | 4,745,777             | 5,539,621             | 6,161,680             | 6,544,147                  | 6,793,271                   |
| Tuitions-Sp Ed OOD                   | 2,950,107             | 2,594,750             | 2,853,951             | 2,670,160             | 3,128,418                  | 3,407,532                   |
| Energy Costs                         | 1,419,535             | 1,250,305             | 1,132,547             | 1,367,827             | 1,346,000                  | 1,391,963                   |
| Gen Ed School Supplies, Txt, Svcs    | 2,130,879             | 2,051,800             | 1,934,995             | 1,979,854             | 1,963,456                  | 1,859,684                   |
| Equipment, Fund 12 incl. SDA charge  | 1,820,352             | 964,037               | 1,356,806             | 514,928               | 476,568                    | 429,140                     |
| Admin Expenses                       | 523,450               | 652,437               | 714,852               | 671,136               | 740,851                    | 682,736                     |
| Nurse, Guidance, Child Study Team    | 584,903               | 1,002,881             | 1,227,839             | 1,092,327             | 972,225                    | 935,400                     |
| Technology                           | 595,756               | 622,519               | 707,085               | 976,340               | 885,290                    | 1,100,000                   |
| Maintenance, Custodial and Security  | 1,447,466             | 1,481,568             | 1,809,419             | 1,917,136             | 1,914,106                  | 1,875,702                   |
| Transportation                       | 2,142,691             | 1,821,448             | 1,868,567             | 2,307,068             | 2,350,436                  | 2,521,769                   |
| Extra Curr and Athletics             | 206,970               | 227,615               | 219,435               | 305,067               | 274,325                    | 305,119                     |
| Sp Ed School Supplies, Txt, Svcs     | 21,909                | 25,905                | 19,303                | 25,742                | 25,235                     | 41,400                      |
| Home Instruction                     | 46,363                | 32,126                | 37,252                | 44,367                | 49,335                     | 60,000                      |
| Budgeted Fund Balance                |                       |                       |                       |                       |                            | 1,500,000                   |
| Budgeted Capital Reserve             |                       |                       |                       |                       |                            | 1,500,000                   |
|                                      | 18,797,789            | 17,473,167            | 19,421,673            | 20,033,632            | 20,670,393                 | 24,403,716                  |
| <b>Total Expenditures</b>            | <b>79,366,753</b>     | <b>80,213,174</b>     | <b>84,719,703</b>     | <b>88,856,971</b>     | <b>90,628,296</b>          | <b>95,408,575</b>           |

# 20-21 ADOPTED GENERAL FUND BUDGET EXPENDITURE (APPROPRIATIONS) ANALYSIS

- Budgeted fund balance is required and is not anticipated to be spent
- Capital reserve budget is a “not to exceed” number and we are under no obligation to use this. This is the absolute maximum we would be allowed to use to offset anticipated 2018 Referendum Budget Shortfalls
- Special education costs, although only having increased 1.44% over the last six years (CAGR), are budgeted to go up 29% over the last two years including fiscal year 20-21 (this budget) estimates. Out of district tuitions are cyclical and also we are forecasting that we will have less federal aid in 2021.
- Charter school tuitions are forecasted to have increase 5.6% over the last six years, however in the current year the forecast is for a 3.8% increase

## **20-21 ADOPTED BUDGET EXPENDITURE (APPROPRIATIONS) ANALYSIS (CONTINUED)**

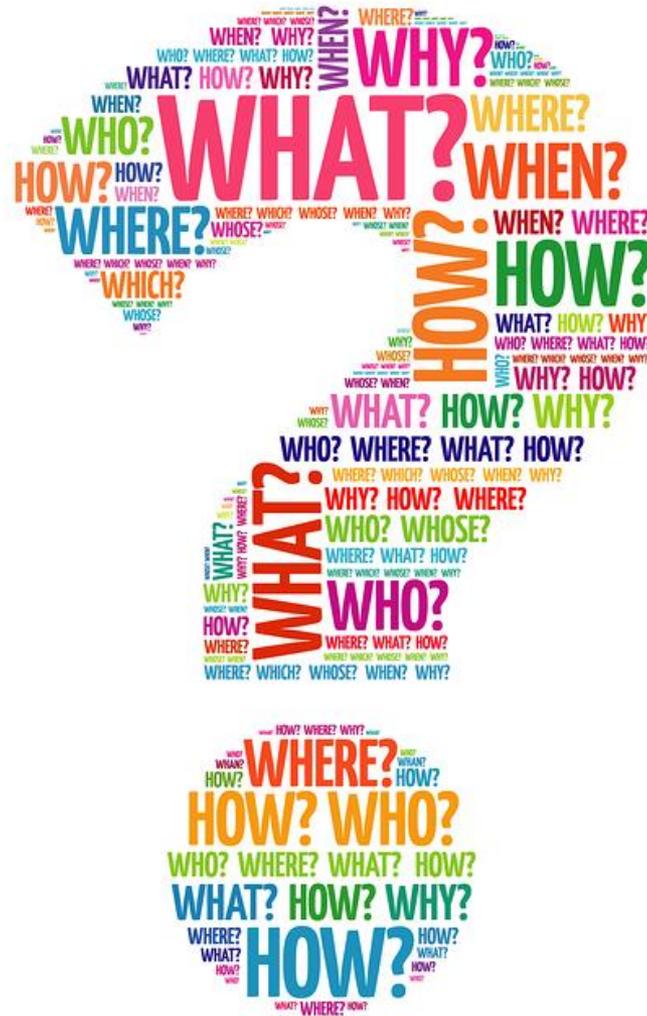
- **Benefit increases are forecasted to have leveled off in 2021 due to several factors including new pharmacy benefit manager and a 1.9% increase in medical insurance premiums. This is better than forecasted, however the number of people taking health insurance has increased, since early budgeting, almost fully absorbing the rate decrease.**
- **Expenditures for supplies across the district are being controlled through more efficient purchasing methods as well as increased scrutiny**
- **Maintenance costs were budgeted for this year, 2020, at only \$1,450,763, however we have typically been transferring funds in to these accounts over the past few years. We are attempting to fully budget maintenance costs in the current year.**

# LOOKING FORWARD TO FUTURE BUDGETS

We anticipate similar pressure on future budgets given revenue constraints and anticipate taking the following measures to ensure we maintain the highest level of educational services provided as efficiently as possible:

1. **Adapt and re-engineer finances with any COVID-19 impacts**
2. **Advocacy at State Level**
3. **Review of special education program-PCG started interviews**
4. **Technology plan development and implementation of budget leveraging through capital leasing of equipment. Help ease pressure over next few budgets.**
5. **Continue to explore shared services with Town as well as between other School Districts**
6. **INCREASED ENERGY EFFICIENCY through LED lighting and general efficiency measures - Application underway with Tri-State**
7. **Implement academic ROI for selected programs**
8. **Explore increasing facility use fees as well as fund raising opportunities for specific programs as well as pursuing user fees for parking where applicable**

# Budget Related Question and Answer Session



# Princeton Public Schools Mission



**Our Mission**  
Preparing all students to lead lives of joy and purpose as knowledgeable, creative, and compassionate citizens of a global society.

**DRAFT -DEPARTMENT HEADS RECOMMENDATIONS FOR PROJECT CHANGES BASED ON COVID 19**

|  | PRIORITY  | DEPT/BCC   |
|--|---|--|
|  | <b>ADMINISTRATION/CLERK</b>   |  |
|  | 04-03 Remediation of SOC site   | Admin  |
|  | 08-06 Labor negotiations AFSCME   | Admin/DPW  |
|  | 08-05 Labor negotiations PBA  | Admin/Police                                       |
|  | 01-08 Shared Services Feasibility Study with School District  | Admin  |
|  | 01-15 Update Council agenda software – Recommend Deferral   | Clerk  |
|  | 01-12 Development of Comprehensive GIS System – Recommend Deferral  | IT/STC/Transit/Engineering                         |
|  | 01-18 Review of Municipal Facilities- Monument Hall/Explore opportunities for consolidating municipal functions near Witherspoon - Recommend Deferral   | Admin/Planning                                     |
|  | 08-12 Expand employee coaching services - Recommend Deferral  | Admin  |
|  | 08-13 Re-negotiate interlocal with Lawrence Township Convenience Center - Recommend Deferral  | Admin/DPW  |
|  | See Also<br>1-02 (Planning)<br>2-07 (Fueling Station)<br>6-01 (Permit Parking)<br>7-03 (Mayor & Council)<br>8-01 (Fire)   |  |
|  | <b>MAYOR &amp; COUNCIL</b>  |  |
|  | 07-03 Develop Communications Plan<br>• Update Department’s section of website to make it as user friendly as possible<br>• Increase Social Media presence on Facebook, Twitter, LinkedIn and Instagram.<br>• Improve communication avenues to reach more of the vulnerable community • Begin meet the Council Hours   | Communications Committee; all BCCs and Departments |
|  | 07-04 Provide liaison to School Capital planning effort   | Council  |
|  | 08-19 Review role of Council and Personnel committee in hiring process generally  | Personnel  |
|  | <b>AFFORDABLE HOUSING</b>   |  |
|  | 07-02 Market housing rehabilitation program, esp. to owners of older affordable units   | Aff Housing  |
|  | 08-08 Hire consultant to do inspections for the Housing Rehabilitation program - Delayed  | Aff Housing  |
|  | 05-03 Update and perfect the seamless doc application to purchase or rent a unit  | Affordable Housing                                 |
|  | 05-04 Develop policy recommendations addressing barriers to affordable housing such as creditworthiness, use of SS#, etc.   | Affordable Housing/PHA/PCH                         |
|  | 05-05 Develop policy recommendations to assist with enforcement of existing regulations related to hoarding   | Affordable Housing/Health                          |
|  | 05-06 Develop policy position recommendations on state legislative matters impacting affordable housing   | Affordable Housing                                 |
|  | 05-07 Restart quarterly round table with the Housing Authority and Princeton Community Housing for better communication among providers.  | Affordable Housing                                 |
|  | See Also 4-05 (PEC) 5-01 (Planning) 7-03 (Mayor & Council)  |  |
|  | <b>HEALTH/ANIMAL CONTROL</b>  |  |
|  | 01-03 Finalize the 2020 Strategic Plan for Princeton Health Department and share with the community- Delayed  | BOH  |
|  | 02-03 Ensure adequate clinic access for vulnerable populations:<br>Expand Dept. of Health well baby clinic hours early in 2020<br>Review and renew the relationship with Penn Medicine at Princeton in Plainsboro and assure they are living up to their community benefit mission and status for our more needy community members --- including cultural competency; Explore alternatives including local urgent care facility Supplemental Request based COVID-19 | BOH/HSC  |
|  | 08-03 Evaluating staffing for Health Dept., including the acquisition of a full-time public health nurse –  | BOH  |

|  |       |   |                           |
|--|-------|---|---------------------------|
|  | 02-13 | Establish a strong emergency preparedness plan with a focus on health and wellness of all Princetonians.<br>Review Emergency Operations Plan and Annexes and ensure they meet FEMA guidelines Assess senior needs in crisis (storms, etc.)<br><ul style="list-style-type: none"> <li>support aging in place; provide social services, health care supports, and social contacts; including neighborhood buddy initiative;</li> <li>Complete development of Princeton Prepares --vulnerable population database</li> </ul> | BOH/PSRC/HSC/Fire/SP/LEPC |
|  | 02-15 | Increase the percentage of dogs that are licensed – Recommend Deferral  | Animal Control/Health     |
|  | 02-21 | Assess access and affordability of behavioral health services; explore ways to encourage MH providers to stay here, open offices. - Recommend Deferral  | BOH/Corner House          |
|  | 02-22 | Convene Community discussion on legalization of cannabis and what that will mean for the individual and community health in Princeton - Recommend Deferral  | BOH/Corner House          |
|  | 02-23 | Reduce the incidence of zoonotic diseases such as rabies - Recommend Deferral   | Animal Control/Health     |

|  |          | PRIORITY  | DEPT/BCC                  |
|--|----------|---|---------------------------|
|  | See Also | 2-14 (Bike)<br>2-04 (PEC)<br>2-16 (Dog Park)<br>2-17 (Human Services)<br>05-05 (Aff Housing)<br>7-03 (Mayor & Council)  |                           |
|  |          | <b>CORNER HOUSE</b>   |                           |
|  | 08-04    | Transition new Grant and Development Coordinator into organization and develop new grant and fundraising strategies, consistent with the CHBH Strategic Plan.   | Corner House              |
|  | 02-11    | Implementation of Bilingual Spanish Clinical Treatment Services. Provide Outreach to the Latino Community on service availability.  | Corner House              |
|  | 08-14    | Train clinical staff in Family Therapy  | Corner House              |
|  | See Also | 2-21 (Health) 2-22 (Health) 7-03 (Mayor & Council)  |                           |
|  |          | <b>PADA</b>   |                           |
|  | 02-12    | Use extra grant funding to cover current alcohol and drug prevention programming.   | PADA                      |
|  | See also | 7-03 (Mayor & Council)  |                           |
|  |          | <b>HUMAN SERVICES</b>   |                           |
|  | 01-11    | Conduct 2020 Needs Assessment engaging our community partners – Questionable depending on available resources   | Human Services            |
|  | 02-20    | Continue advancing welcoming efforts through policy changes and training opportunities  | Human Services            |
|  | 02-17    | Increase efforts to improve workers’ rights with specific regard to wage theft and worker safety. And collaborate with Sustainable Princeton and the Health Department to advocate for the health and safety of these workers during severe weather conditions. Domestic Workers Bill of Rights | Human Services/CRC/Health |
|  | See also | 2-03 (Health) 2-13 (Health) 7-07 (Complete Counts) 7-03 (Mayor & Council)   |                           |
|  |          | <b>COMPLETE COUNT</b>   |                           |
|  | 07-07    | Help promote awareness for upcoming 2020 Census; Strengthen Census outreach efforts to include underrepresented populations   | Human Services/ CCC/YAC   |
|  |          | <b>CIVIL RIGHTS COMMISSION</b>  |                           |
|  | 08-10    | Ban the Box initiative (Review Municipal Hiring Forms/Hiring Practices to determine current policies)   | CRC                       |
|  | 02-18    | Juneteenth Resolution   | CRC                       |
|  | 07-08    | Community Outreach: Meet with Leaders of Community Groups   | CRC                       |
|  | 07-09    | Facilitate Community Dialogue on Reparations  | CRC                       |
|  | See also | 2-17 (Human Services)<br>7-03 (Mayor & Council)   |                           |
|  |          | <b>YOUTH ADVISORY</b>   |                           |
|  | 02-10    | Increase awareness of Mental Health resources among youth<br>Track use and institute measures to reduce youth drug/alcohol use, vaping, tobacco use in all forms  | YAC/Health/Corner House   |

|  |          |  |                 |
|--|----------|--|-----------------|
|  | 07-10    | Expand Middle School Milestone and Alumni Panel events   | YAC             |
|  | 07-11    | Build partnerships with local youth and community groups in town such as Not In Our Town and Civil Rights Commission and with private schools                            | YAC             |
|  | See also | 04-09(Transit)<br>7-07 (Complete Counts)<br>7-03 (Mayor and Council)   |                 |
|  |          | <b>RECREATION</b>  |                 |
|  | 02-06    | Reopen the Renovated Maggie's Playground   | Rec             |
|  | 02-05    | Hilltop Field Improvements   | Rec             |
|  | 02-19    | Capital upgrades at CP Pool and tennis and platform facilities   | Rec             |
|  | 01-14    | <b>Community Park South Planning – Recommend Deferral</b>  | Rec/Engineering |
|  |          | <b>LOCAL EMERGENCY PLANNING</b>  |                 |
|  | See also | 2-13 (Health)<br>7-03 (Mayor & Council)  |                 |
|  |          | <b>POLICE</b>  |                 |
|  | 01-04    | Complete and Pass police accreditation process – <b>Completed</b>  | Police          |
|  | 01-05    | Ensure proper maintenance of key IT systems<br>Upgrade server infrastructure for several internal systems that are out of warranty and service contract, including 9-1-1 | Police          |
|  | 08-07    | Complete police promotional process  | Police          |
|  | 02-02    | Research, test, and implement body worn camera program   | Police/PSC      |
|  | 01-13    | Begin new formalized 5-year strategic plan for Police  | Police          |
|  | 07-05    | <b>Begin Meet the Chief hours - Recommend Deferral</b>   | Police          |

|  |          |   |                        |
|--|----------|---|------------------------|
|  |          | PRIORITY  | DEPT/BCC               |
|  | 02-08    | Research, test, and implement less lethal force option for patrol deployment  | Police/PSC             |
|  | 02-09    | <b>Research, engage partners, and implement a Crisis Intervention Team to address calls for service with people in crisis (2nd responder program) -Recommend Deferral</b> | Police/PSC             |
|  | 08-16    | <b>Share crossing guard duty with Princeton Regional Schools Recommend Deferral</b>   | Police/PSC             |
|  | See also | 6-01 (Permit Parking)<br>7-03 (Mayor & Council)<br>8-05 (Admin)   |                        |
|  |          | <b>FIRE</b>   |                        |
|  | 02-01    | Realize improved response times and crew size to fire calls   | Fire                   |
|  | 07-01    | Facilitate volunteer fire recruiting efforts  | Fire                   |
|  | 08-01    | Manage transition to combination volunteer-paid fire department   | Fire/Admin/PSC         |
|  | 08-17    | Complete training for updated Emergency Operations Center   | Fire                   |
|  | See also | 2-13 Health<br>7-03 Mayor & Council   |                        |
|  |          | <b>FLOOD COMMITTEE</b>  |                        |
|  | 04-02    | Update the stormwater management ordinance to include redevelopment; Consider state stormwater utility – <b>Recommended Deferral Storm Water Utility Component</b>        | Flood/PEC              |
|  | See also | 1-10 (Engineering)  |                        |
|  |          | <b>PLANNING</b>   |                        |
|  | 01-01    | Green Building and Environmental Sustainability Element of Master Plan  | PB/PEC                 |
|  | 01-02    | Code Consolidation (2020 completion)  | PB/Clerk               |
|  | 01-07    | Develop Community Development Block Grant (CDBG) Plan   | Planning               |
|  | 05-01    | Implement Affordable Housing Settlement Agreement: ordinances, developer agreements and an affirmative marketing plan   | PB; Affordable Housing |
|  | 05-02    | Neighborhood Character Phase 2: ADU, Duplexes   | PB                     |
|  | 06-03    | Move toward electronic submission of land use and building permit applications; Explore linkage with GIS  | Planning/Zoning        |
|  | 08-11    | <b>Office space: relocation of Historic Preservation office to be with Planning –Deferral Recommended</b>   | PB                     |

|  |          |   |  |
|--|----------|---|--|
|  | 01-19    | <b>Municipal Master Plan – comprehensive update – Deferral Recommended</b>  | PB   |
|  | 01-16    | <b>New Jersey State Plan - Centers Designation Renewal (June deadline) - Delayed</b>  | PB   |
|  | See also | 01-18 (Admim)<br>6-02 (EDC)<br>6-07 (EDC)<br>7-03 (Mayor & Council)   |  |
|  |          | <b>OLD PFARS SITE COMMITTEE</b>   |  |
|  | 06-09    | Determine use of former First Aid & Rescue Squad property   | Council/CFAC   |
|  |          |   |  |
|  |          | <b>DOG PARK COMMITTEE</b>   |  |
|  | 02-16    | Support establishment of a dog park   | Dog Park Committee/Animal Control                                  |
|  |          |   |  |
|  |          | <b>PERMIT PARKING COMMITTEE</b>   |  |
|  | 06-01    | Develop expanded permit parking program   | PPTF/Parking/Clerk/Police/EDC                                      |
|  |          |   |  |
|  |          | <b>FUELING STATION/GATEWAY COMMITTEE</b>  |  |
|  | 02-07    | <b>Develop expeditious, achievable, economically prudent plan for screening fueling station/creating gateway - Recommend Deferral</b> | Gateway Committee/ Engineering/ STC/Admin/PEC/Public Art Committee |
|  |          |   |  |
|  |          | <b>ENGINEERING</b>  |  |
|  | 01-09    | Witherspoon Street Planning and Design  | Engineering/EDC/HPC  |
|  | 01-10    | GIS Mapping of stormwater outfalls  | Engineering/Flood Committee  |
|  | 03-01    | <b>Implementation of Nassau Streetscape Plan, including Tree Planting – Deferral Recommended</b>                                      | Engineering/EDC/Shade Tree/DPW/HPC                                 |
|  | 04-04    | Completion of Hamilton-Wiggins corridor study   | Engineering  |
|  | See also | 1-12 Admin<br>1-14 (Rec)<br>4-02(Flood Committee)<br>7-03 (Mayor & Council)<br>2-07 (Fueling Station)                                 |  |
|  |          | <b>PUBLIC WORKS</b>   |  |
|  | 04-01    | Focus on Waste: Landfill, Recycling, Compost, Leaf and Brush  | Public Works   |
|  | 08-02    | Support transition to new director of maintenance and operations  | Public Works/Admin   |
|  | 08-18    | Consider hiring enforcement officer - proper trash disposal, leaf & brush   | PWC  |

|  |          |   |               |
|--|----------|---|---------------|
|  |          | PRIORITY  | DEPT/BCC      |
|  | See also | 1-06 (CFAC)<br>3-01 (Engineering)<br>7-03 (Mayor & Council)<br>8-06 (Admin)<br>8-13 (Admin)   |               |
|  |          | <b>SOC</b>  |               |
|  | 08-09    | identify and remove extraneous flow from Princeton’s sanitary sewer collection system (Hire qualified, experienced individuals to ) | SOC           |
|  |          |   |               |
|  |          | <b>SHADE TREE</b>   |               |
|  | See also | 1-12 (Admin/IT)<br>3-01 (Engineering)<br>7-03 (Mayor & Council)<br>2-07 (Fueling Station)   |               |
|  |          | <b>EDC</b>  |               |
|  | 06-02    | Expand conditional/allowable uses in CBD and other business and service districts   | EDC/PB/Zoning |
|  | 06-04    | Review Relaxation of Parking Requirements   | EDC           |
|  | 07-06    | Create “Business Portal” page for the website   | EDC           |

|  |          |   |            |
|--|----------|---|------------|
|  | 06-07    | Update Sign Ordinance   | EDC/PB     |
|  | 06-06    | Support the PMA with funding for study/grant to help enable hiring of an Econ Dev. Professional   | EDC        |
|  | 06-08    | Explore a vacancy tax   | EDC        |
|  | 06-09    | Support Buy Local campaign  | EDC        |
|  | 06-11    | Encourage development of accessible laundromat  |            |
|  | See also | 1-09 Engineering<br>3-01 Engineering<br>4-06 PEC<br>6-01 Permit Parking<br>7-03 Mayor & Council   |            |
|  |          | <b>PUBLIC ART COMMITTEE</b>   |            |
|  | 06-05    | Identify and support public art projects that enhance public spaces, encourage community involvement and commemorate our history.   | Public Art |
|  | See also | 7-03 Mayor and Council<br>2-07 Fueling Station  |            |
|  |          | <b>HISTORIC PRESERVATION</b>  |            |
|  | 01-17    | <u>Get Certified Local Government status reinstated</u>   | HPC        |
|  | 03-02    | Complete the Design Guidelines for the King's Highway.  | HPC        |
|  | 03-03    | Update Historic Preservation Elements of the Princeton Master Plan.   | HPC        |
|  | 03-04    | Finalize the Historic Preservation Sustainable Guidelines and place on the municipal website.   | HPC        |
|  | 03-05    | Apply for grants to benefit historic preservation in Princeton.   | HPC        |
|  | 08-15    | Hire a qualified consultant to prepare general design guidelines as a base for all municipal historic district and tailor specific design guidelines for the Central Historic District and the Witherspoon-Jackson Historic District. - Deferred budget reduction | HPC        |
|  | See also | 1-09 Engineering<br>3-01 Engineering<br>7-03 Mayor and Council  |            |
|  |          | <b>CITIZENS FINANCE</b>   |            |
|  | 01-06    | Public Works Benchmarking to identify possible areas for improving efficiency, service delivery, and allocation of resources  | CFAC, PWC  |
|  | See also | 6-09 Old PFARS Site Committee<br>7-03 Mayor and Council   |            |
|  |          | <b>BIKE COMMITTEE</b>   |            |
|  | 02-14    | Consider adopting Vision Zero data driven policies to reduce the incidence of auto, bike and pedestrian casualties.   | PBAC/BOH   |
|  | 04-13    | Bike Parking Ordinance requiring all new development to provide for both uncovered and covered bike parking   | PBAC       |
|  | 04-14    | Implement Bike Boulevards pursuant to the town's Bike Masterplan/Mobility Plan  | PBAC       |
|  | 04-15    | Implement Terhune/Van Dyke bike lanes between Harrison and Snowden; would require removing on-street parking on one side, signage and striping.   | PBAC       |

|  |          |   |   |
|--|----------|---|---|
|  |          | <b>PRIORITY</b>   | DEPT/BCC  |
|  | 04-16    | Authorize a Harrison Street bike lane study (for its entirety between Route 206 and Carnegie Lake) . This would include a "road diet" for those portions of Harrison which are currently four lanes.  | PBAC  |
|  | See also | 7-03 Mayor and Council  |   |
|  |          | <b>PEC</b>  |   |
|  | 02-04    | Backyard poultry ordinance; implementation - <b>Completed</b>   | PEC/Animal Control                                  |
|  | 04-06    | Plastic Bag ordinance (if no statewide legislation)   | PEC/EDC/SP  |
|  | 04-05    | Establish policy recommendations to advance net zero development in collaboration with other stakeholders in the community.<br>Develop policy recommendations to address incorporating sustainability measures in municipal affording housing stock - repairs/rehab, new construction | PEC/Green Building Task Force/SP/Affordable Housing |

|  |          |  |             |
|--|----------|--|-------------|
|  | 04-07    | EV charging infrastructure ordinance   | PEC/SP      |
|  | 04-10    | Reapply to round 2 NJ community solar pilot program  | SP          |
|  | 04-11    | Reissue RGEA request for proposals for energy aggregation  | SP          |
|  | See also | 1-01 Planning<br>4-02 Flood Committee<br>7-03 Mayor & Council<br>2-07 Fueling Station  |             |
|  |          |  |             |
|  |          | <b>PUBLIC TRANSIT</b>  |             |
|  | 04-08    | Review options for Free B operation  | Transit     |
|  | 04-09    | Promote Public Transit as a whole to the greater Princeton community and beyond  | Transit/YAC |
|  | 04-12    | Ensure good access to the various public transit options for all those with mobility issues.   | Transit     |
|  | See also | 1-12 Admin<br>7-03 Mayor and Council   |             |
|  |          | <b>NEW COVID RELATED ISSUES</b>  |             |
|  |          | <b>Development and Implement Personnel Policies and Procedures Related to COVID-19</b>   |             |
|  |          | <b>Development and Implement Engineering Controls related to COVID-19</b> <ul style="list-style-type: none"> <li>Integrating social distancing into operations</li> </ul>  |             |
|  |          | <b>Management of Personnel issues related to COVID-19</b> <ul style="list-style-type: none"> <li>Continuation of operations – modified work schedules</li> <li>Managing employee issues</li> <li>Health/mental related issues</li> <li>Re-orienting employees to the new work environment</li> </ul> |             |
|  |          | <b>Development and integrations of new technologies</b> <ul style="list-style-type: none"> <li>Application automation</li> <li>File management and storage</li> <li>Improve and make permanent remote access technology and policies</li> </ul>  |             |
|  |          |  |             |



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**May 26, 2020 Closed Session**

**ATTACHMENTS:**

- Closed Session May 26, 2020 (DOC)

**Closed Session Minutes  
Of the Mayor and Council of Princeton  
May 26, 2020**

Present: Council President David Cohen, Councilwoman Leticia Fraga, Councilwoman Eve Niedergang, Councilwoman Michelle Pirone Lambros, Councilwoman Mia Sacks, Councilman Dwaine Williamson and Mayor Liz Lempert

Absent:

Staff Present: Marc Dashield, Administrator, Michael La Place, Planning Director, Maureen Fullaway, Affordable Housing Manager, Trishka W. Cecil, Municipal Attorney and Kevin Van Hise, Assistant Municipal Attorney

Mayor Liz Lempert called the meeting to order at 6:00 P.M. and asked if the requirements were met of the following statement:

*“The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of the written notice attached hereto. On January 3, 2020 at 10:30 a.m., said schedule was posted on the official bulletin board, transmitted to the Princeton Packet, the Trenton Times, the Town Topics, and filed with the Municipal Clerk.*

Mayor Liz Lempert asked for a motion for **Resolution 20-180**, as follows:

**RESOLUTION  
OF THE MAYOR AND COUNCIL OF PRINCETON  
TO GO INTO CLOSED SESSION  
(Open Public Meetings Act Sec.3)**

**BE IT RESOLVED** by the Mayor and Council of Princeton:

This body will now convene into 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.

The general nature of the subject or subjects to be discussed in said session are as follows:

- Advice of counsel with respect to pending litigation and matters falling within the attorney-client privilege regarding Princeton’s affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

The matters discussed will be made public when the need for confidentiality no longer exists.

Council President David Cohen moved Resolution 20-180 which was seconded by Councilman Dwaine Williamson. Council members Cohen, Fraga, Niedergang, Pirone Lambros, Sacks and Williamson voted in the affirmative.

Princeton Council recessed into Closed Session.

May 26, 2020 Closed Session

Advice of counsel with respect to pending litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

Council had a discussion in regards to the pending litigation concerning Princeton's affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15).

A motion to close Closed Session at 7:00 p.m. and go into Open Session was made by Councilwoman Eve Niedergang, seconded by Council President David Cohen, and carried unanimously by those present.

Respectfully Submitted,

Delores A. Williams  
Municipal Clerk



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**May 26, 2020**

**ATTACHMENTS:**

- Minutes-May 26, 2020 (DOC)



# PRINCETON

Draft

## MAYOR AND COUNCIL OF PRINCETON

MINUTES • MAY 26, 2020

Regular Meeting

Virtual Meeting

6:00 PM

Zoom Conference, Princeton, NJ 08540

### I. INSTRUCTIONS TO THE PUBLIC REGARDING ZOOM MEETING ACCESS AND PROCEDURE

1. [https://bit.ly/CouncilMtgMay26\\_2020](https://bit.ly/CouncilMtgMay26_2020)

### II. STATEMENT CONCERNING NOTICE OF MEETING

The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of a written notice. On January 3, 2020 at 10:30 a.m., said notice was posted on the official bulletin board in the Municipal Building, transmitted to the Princeton Packet, the Trenton Times, the Town Topics and filed with the Municipal Clerk.

### III. ROLL CALL

The Municipal Clerk then called the roll.

PRESENT: Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson, Lempert

ABSENT:

Also Present: Marc Dashield, Administrator, Jeff Grosser, Assistant Administrator/ Health Officer, Nicholas Sutter, Chief of Police, Michael La Place, Planning Director, Maureen Fullaway, Affordable Housing Manager, Trishka W. Cecil, Municipal Attorney, and Kevin Van Hise, Assistant Municipal Attorney

### IV. 6:00 P.M. CLOSED SESSION

1. 20-180 Closed Session Resolution

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | David Cohen, Council President                              |
| <b>SECONDER:</b> | Dwaine Williamson, Councilman                               |
| <b>AYES:</b>     | Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson |

-Advice of Counsel with respect to pending Litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgment action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

### V. 7:00 P.M. OPEN SESSION

### VI. APPROVAL OF MINUTES

1. April 27, 2020 Closed Session

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Leticia Fraga, Councilwoman  
**SECONDER:** Eve Niedergang, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

2. April 27, 2020

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Leticia Fraga, Councilwoman  
**SECONDER:** Eve Niedergang, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

3. April 28, 2020 Closed Session

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Leticia Fraga, Councilwoman  
**SECONDER:** Eve Niedergang, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

4. May 1, 2020 Special Meeting

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Leticia Fraga, Councilwoman  
**SECONDER:** Eve Niedergang, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

**VII. ANNOUNCEMENTS**

Council President David Cohen announced the Master Plan subcommittee will meet on June 1, 2020 for a final review of the Green Building and Sustainability Element; which will be introduced at the Planning Board meeting on June 4, 2020.

Councilwoman Leticia Fraga announced that on May 28, 2020 from 5:00 p.m. to 6:30 p.m. there will be a special Human Services meeting to provide information regarding the COVID Emergency Relief Fund. There have been numerous questions about the process and the fund itself. There will be a presentation by Melissa Urias, Director of the Human Services and Felicia Spitz of the Princeton Children’s Fund. The meeting has been noticed as a public meeting and that there may be a quorum of Council at the meeting, as well, but no formal action will be taken at this meeting.

Councilwoman Eve Niedergang had no announcements.

Councilman Dwaine Williamson announced the Recreation Department will be making an announcement regarding the summer camp program shortly due to the issues with the pandemic. In regards to the Community Park Pool, the Recreation Department is still awaiting guidance form the Governor’s Office as to what can be done with the pool.

Hopefully there should be some guidance announced by June 15, 2020. The tennis courts were re-opened this past Saturday with some restrictions and the public should check the website daily to receive the most up-to-date information.

Councilwoman Mia Sacks had no announcements.

Councilwoman Michelle Pirone Lambros announced the Economic Development Committee (EDC) will have its meeting on May 27, 2020 at noon and the details for joining the meeting are on the website. The EDC is having an ongoing discussion about reopening strategies for businesses. Thursday will be the weekly business “Zoom” meeting at 10:00 a.m.; anyone wishing to be included in the weekly updates can sign up on the website. The municipality is in the process of reopening non-essential businesses and will begin discussing phase 2.

Mayor Liz Lempert announced the Farmers Market will be re-opening for the season on May 28, 2020 from 10:00 a.m. until 2:00 p.m. and will be located in the Franklin lot in order to help with social distancing. The monthly “Meet the Mayor Office Hours” will take place on Friday, May 29, 2020 via “Zoom” and the sign-in instructions are located on the website. She also noted that Council has scheduled a special meeting for June 1, 2020. One of the items on the agenda will be an ordinance introduction to put a process in place that will help the municipality in its flexibility in adjusting and adapting to some of the re-opening orders that are coming down from the State. This is something that Councilwoman Michelle Pirone Lambros and other Council members have been working on. The ordinance will allow Council to do some things administratively that currently would take an ordinance change; and it will also allow Council to vote on resolutions for changes that would normally be a much longer process. During the extent of the emergency, this ordinance will allow Council to meet the needs of the municipality more quickly. Mayor Liz Lempert also reminded everyone that Monday was a holiday and the recycling was not collected, it will be collected this coming Saturday instead. Lastly, she gave a shout out to Jeff Grosser and Nicholas Sutter who have been heading the Office of Emergency Management. Today, Princeton hit a great milestone; this is the third day with no new positive COVID test results. It is the second time the municipality went three days in a row with no new positive results in the past ten days. It is a sign that things are slowing down. The challenge now is as the town starts to re-open the positive test results need to be kept down. Everyone still needs to be very careful and mindful of social distancing and staying safe.

Jeff Grosser announced that the Executive Order for Long-Term Care Facilities states all staff and residents need to be tested for COVID, and that will be completed by Acorn Glen and Princeton Care Center as early as tomorrow morning; this will help curb any further outbreak. It’s a big step forward and both facilities have completed it very well. They will now be moving ahead with their Outbreak Response Plan to ensure no further clusters occur.

**NOTE-**There will be a brief recess at 7:40 p.m. and reconvene at 7:55 p.m.

## VIII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

*To make a comment or ask a question, either click on the "Q&A" button at the bottom of your screen or send an email to [princetoncomments@gmail.com](mailto:princetoncomments@gmail.com) <<mailto:princetoncomments@gmail.com>>. Please keep comments and questions brief, in keeping with the Council's policy of limiting comments to three minutes per speaker. Comments unrelated to a governmental issue, or comments containing offensive, profane or indecent language or language constituting hate speech, will not be accepted. All other comments will be made part of the record and will be addressed at the discretion of the Mayor and Council.*

Mayor Liz Lempert asked if there were any members of the public who wanted to comment on anything not on the agenda. Hearing none, she brought the discussion back to Council.

## IX. REPORTS

### 1. Traffic Issues - Chief Nick Sutter, Princeton Police

Chief Sutter reported to Council about the traffic issues that have been occurring in and around town. Over the last week and a half or so, there have been numerous citizen complaints about traffic related issues. He has seen these dangerous infractions as have the officers out in the field. This is a by-product of the reduction of traffic. The Police Department has been putting out information on social media, but will also have to proactively start to enforce as it was prior to the travel restrictions. Motor vehicle enforcement will start to increase and the officers are aware there is still a lot of anxiety in the community right now. He wanted to let the citizens know that the Police Department is aware of these traffic issues and will be addressing them as they always have. One thing to note is that every action has a reaction and this will have an effect on the Municipal Court office that is operating virtually at this time. There has been coordination with the Court and there are systems in place. The Police Department is being proactive and enforcing while still being sensitive to the pandemic issues. Some of the driving that is being witnessed is dangerous and needs to be addressed.

Council recessed at 7:40 p.m.

Council reconvened at 7:55 p.m.

Council President David Cohen reported that the Princeton Bicycle Advisory Committee has been working on street rebalancing because of the increase of pedestrians and bicyclists. There needs to be more space to be able to properly social distance from each other. One initiative is to introduce quiet streets or slow streets around town which would be closed to through traffic and have barricades and signage explaining why the road is closed. The bike boulevards that are designated in the Bike Mobility Plan, which was adopted as part of the Master Plan, all have signage that has been ordered by the Engineering Department and will be installed within the next couple of weeks. The Princeton Bicycle Advisory Committee has also been working with Councilwoman Michelle Pirone Lambros and the merchants about rebalancing the streets in the commercial district; possibly widening the sidewalks to give patrons a "que" area for curbside pick-ups. In regards to the Flood and Stormwater Committee, they formed a

subcommittee to look at legislative initiatives. The subcommittee met last Friday and had a very productive meeting. The group agreed to use the model ordinance that was adopted by the State; but they also agreed to adapt it so that future Princeton stormwater regulations would be incorporated into it. The subcommittee reviewed the entire draft of the consolidated ordinance and also reviewed proposals for improving the municipalities minor project stormwater regulations, which currently haven't worked as well as intended. At the next meeting the committee will review the redevelopment stormwater ordinance.

Councilwoman Leticia Fraga reported she and Councilman Dwaine Williamson are both part of Princeton's Complete Count Committee for the Census. In years past, Princeton always had a great response rate and it seems to have fallen off a bit, yet Princeton University has reported a great response. The committee is hoping Princeton's numbers go back up again. Anyone who has not yet responded to the Census should do so because it is very important not only as a community but also for the funds the municipality may be eligible for.

Councilman Dwaine Williamson had no reports.

Councilwoman Eve Niedergang reported at the last Council meeting, a resolution was passed urging the State of New Jersey to vote against supporting the NESE compressor pipeline. Both New York and New Jersey have decided not to support this and it is very good for New Jersey and the environment.

Councilwoman Mia Sacks reported the IT Committee will meet during the first week of June to discuss the on-going connectivity issues. She gave a special thanks to Terrance Morgan who has worked very hard to deal with all of the IT issues.

Councilwoman Michelle Pirone Lambros reported that she has been working with the business community to develop a strategy for re-opening of the merchants. Currently the municipality is in stage 1 and is looking at designated curbside loading zones and that will be coming before Council at the next meeting. In addition to that, the merchants are looking at stage 2, which it needs to be ready for because it could happen at any moment. Things like public spaces, parklets and sidewalks need to be looked at in order to have safe seating and queuing for retail.

Mayor Liz Lempert reported that one of the Governors Executive Orders was the July 7<sup>th</sup>, 2020 primary is going to be done virtually all by mail. If someone is registered through a party affiliation they will automatically be receiving a ballot in the mail; if someone is not registered with a party affiliation they will need to request a mail-in ballot. Everyone is being encouraged to vote by mail. There will be at least one in-person polling location for people who need to vote provisionally or for people who have some sort of condition that makes it difficult to vote by mail. The Clerk's Office has been working hard to identify a good location for this in town and is working with Mercer County in order to announce where that location will be. The intention is for a large majority of residents to

use the vote by mail option to keep themselves safe and to keep our poll workers safe as well.

### **Staff Reports:**

Ms. Stockton reported the Turning Basin Canoe Concession has opened in accordance with Executive Order #146. Construction activities are also picking up. It is anticipated that our municipal contractor may resume work next week on Mt. Lucas Road. The municipality also has some sidepath work to do on Alexander Street. The contractor anticipates completing all of this work in about three weeks. Hopefully by the end of June all of the work associated with Mt. Lucas Road and Alexander Street will be completed. PSE&G is working in town on its 2019 gas modernization program. They completed the work on Rosedale Road and have shifted to Springdale Road. They will also resume their paving activities as early as next week. The paving activities will be overnight paving on Princeton-Kingston Road and then day time paving on Dodds Lane, Leavitt Lane and Southern Way. PSE&G has also updated the municipality that they have a new list for 2020 of gas-mains that require replacement. The Engineering Department will be working with them to get more information on that and then provide it to the public. It looks like a lot of the work will be focused in the Riverside neighborhood; but as more information becomes available it will be passed on.

Council President David Cohen had one additional item to add to his report, which was Council received a request from the Friends of Herrontown Woods for a support letter for the historic funding grant for the Veblen House restoration. He stated this is actually related to an item that is on Council's agenda this evening. It is hoped that this request can be placed on the June 1, 2020 Council agenda; he is just waiting for a draft from the historic consultant Clifford Zink who is working with the group on this project.

## **X. ORDINANCE PUBLIC HEARING**

1. Ordinance #2020-13 An Ordinance by the Municipality of Princeton Regarding Illicit Connections and Spilling/Dumping of Materials to Princeton's Stormwater Sewer System; the Feeding of Wildlife in Princeton's Parks and on Other Municipally-Owned Properties; the Removal of Pet Waste; Littering; and the Collection of Grass Clippings, and Amending the "Code of the Borough of Princeton, New Jersey, 1974" and "Code of the Township of Princeton, New Jersey, 1968

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Leticia Fraga, Councilwoman                                 |
| <b>SECONDER:</b> | Eve Niedergang, Councilwoman                                |
| <b>AYES:</b>     | Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson |

## **XI. RESOLUTIONS**

1. 20-181 Resolution To Authorized and Execute a Pledge Agreement With The Tenacre Foundation In The Sum Amount of \$500,000.00 Annually for the years 2020-2024

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Eve Niedergang, Councilwoman  
**SECONDER:** Mia Sacks, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

2. 20-182 Resolution Authorizing The Mayor and Clerk to Sign a Owner's Assurances form on behalf of Princeton in Connection with a Grant Application for the Veblen House

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** David Cohen, Council President  
**SECONDER:** Mia Sacks, Councilwoman  
**AYES:** Pirone Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

**XII. CONSENT AGENDA**

Mayor Liz Lempert stated that the consent agenda contains items of a routine nature passed by a single vote and asked if there was any item that needed to be removed from the Consent Agenda. Councilwoman Eve Niedergang stated she would like to have item #4, Resolution 20-186 “Resolution Authorizing a Cost Sharing Agreement in the not to exceed amount of \$14,905.00 with the New Jersey Department of Transportation for a Traffic Signal Modification at US Route 206-Edgerstoune Road” removed for clarification from Deanna Stockton, Municipal Engineer. Mayor Liz Lempert read the tile of the resolution and asked for a motion before Councilwoman Eve Niedergang posed her questions.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** David Cohen, Council President  
**SECONDER:** Leticia Fraga, Councilwoman  
**AYES:** Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson

4. 20-186 Resolution Authorizing a Cost Sharing Agreement in the Not to Exceed Amount of \$14,905.00 with the New Jersey Department of Transportation for a Traffic Signal Modification at US Route 206 - Edgerstoune Road

Ms. Stockton explained that the current policy with the New Jersey Department of Transportation typically is that we do a cost sharing with them on any traffic signal improvements that are generated by the municipality.

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                           |
| <b>MOVER:</b>    | Eve Niedergang, Councilwoman                         |
| <b>SECONDER:</b> | Leticia Fraga, Councilwoman                          |
| <b>AYES:</b>     | Lambros, Sacks, Cohen, Niedergang, Fraga, Williamson |

1. 20-183 Resolution Authorizing the Payment of Bills and Claims
2. 20-184 Resolution Authorizing Appointments to Boards, Commissions and Committees
3. 20-185 Resolution Authorizing a Professional Services Agreement with Apruzzese, McDermott, Mastro & Murphy, for a sum not to exceed \$15,000.00 to serve as Labor Counsel for 2020
5. 20-187 Resolution Approving Firefighter Membership Application for Joseph Vercillo

### **XIII. CLOSED SESSION (CONTINUATION OF ABOVE IF NECESSARY)**

### **XIV. ADJOURNMENT**

A motion made to adjourn at 8:24 p.m. was made by Council President David Cohen, seconded by Councilwoman Eve Niedergang, and carried unanimously voted by those present.

Respectfully submitted,

Delores A. Williams  
Municipal Clerk



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**May 27, 2020 Special Closed Session**

**ATTACHMENTS:**

- Closed Session May 27, 2020 (DOC)

**Closed Session Minutes  
Of the Mayor and Council of Princeton  
May 27, 2020**

Present: Council President David Cohen, Councilwoman Leticia Fraga, Councilwoman Eve Niedergang, Councilwoman Michelle Pirone Lambros, Councilwoman Mia Sacks, and Councilman Dwaine Williamson

Absent: Mayor Liz Lempert

Staff Present: Marc Dashield, Administrator, and Trishka W. Cecil, Municipal Attorney

Council President David Cohen called the meeting to order at 2:00 P.M. and asked if the requirements were met of the following statement:

*“The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of the written notice attached hereto. On May 7, 2020 at 8:55 a.m., said notice was posted on the official bulletin board, transmitted to the Princeton Packet, the Trenton Times, the Town Topics, and filed with the Municipal Clerk.*”

Council President David Cohen asked for a motion for **Resolution 20-188**, as follows:

**RESOLUTION  
OF THE MAYOR AND COUNCIL OF PRINCETON  
TO GO INTO CLOSED SESSION  
(Open Public Meetings Act Sec.3)**

**BE IT RESOLVED** by the Mayor and Council of Princeton:

This body will now convene into 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.

The general nature of the subject or subjects to be discussed in said session are as follows:

- Negotiations – Princeton University Voluntary Payments

- Advice of counsel with respect to pending litigation and matters falling within the attorney-client privilege regarding Princeton’s affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

The matters discussed will be made public when the need for confidentiality no longer exists.

Councilwoman Leticia Fraga moved Resolution 20-188 which was seconded by Councilman Dwaine Williamson. Council members Cohen, Fraga, Niedergang, Pirone Lambros, Sacks and Williamson voted in the affirmative.

Princeton Council recessed into Closed Session.

Negotiations – Princeton University Voluntary Payments

Administrator Marc Dashfield, along with Council President David Cohen and Municipal Attorney Trishka Cecil, gave an update on the Princeton University Voluntary Payments to the municipality.

Advice of counsel with respect to pending litigation and matters falling within the attorney-client privilege regarding Princeton's affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15)

Council had a discussion in regards to the pending litigation concerning Princeton's affordable housing declaratory judgement action (In the Matter of the Application of the Municipality of Princeton, Docket No. MER-L-1550-15).

A motion to go into Open Session was made by Councilwoman Eve Niedergang, seconded by Councilwoman Michelle Pirone Lambros, and carried unanimously by those present. A motion to adjourn at 3:04 p.m. was made by Councilman Dwaine Williamson, seconded by Councilwoman Mia Sacks, and carried unanimously by those present.

Respectfully Submitted,

Delores A. Williams  
Municipal Clerk



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**National Gun Violence Awareness - "Wear Orange"**

**ATTACHMENTS:**

- National Gun Violence Awareness (DOCX)

# Proclamation



This proclamation declares the first Friday in June to be National Gun Violence Awareness Day in the Municipality of Princeton to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

*WHEREAS*, every day, 100 Americans are killed by gun violence and on average there are nearly 13,000 gun homicides every year; and

*WHEREAS*, Americans are 25 times more likely to be killed with gun violence than people in other high-income countries; and

*WHEREAS*, protecting public safety in the communities they serve is the mayors' highest responsibility; and

*WHEREAS*, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

*WHEREAS*, mayors and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

*WHEREAS*, in January 2013, Hadiya Pendleton, a teenager who marched in President Obama's second inaugural parade and was tragically shot and killed just weeks later, should now be celebrating her 22<sup>nd</sup> birthday; and

*WHEREAS*, to help honor Hadiya-and the 100 Americans whose lives are cut short and the countless survivors who are injured by shootings every day-a national coalition of organizations has designated June 5<sup>th</sup>, 2020, the first Friday in June, as the 6<sup>th</sup> National Gun Violence Awareness Day; and

*WHEREAS*, the idea was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is the color that symbolizes the value of human life; and

*WHEREAS*, anyone can join this campaign pledging to Wear Orange on June 5<sup>th</sup>, the first Friday in June 2020, to help raise awareness about gun violence; and

*WHEREAS*, by wearing orange on June 5<sup>th</sup>, 2020 Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

*WHEREAS*, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands, and encourage responsible gun ownership to help keep our children safe.

*NOW, THEREFORE BE IT RESOLVED*, I, Liz Lempert, Mayor of the Municipality of Princeton, County of Mercer, State of New Jersey, do hereby proclaim the first Friday in June, June 5<sup>th</sup>, 2020, to be

## *NATIONAL GUN VIOLENCE AWARENESS DAY*

in Princeton, and I encourage all citizens to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

GIVEN UNDER MY HAND AND SEAL  
THIS 5th DAY OF JUNE, 2020.

---

Liz Lempert, Mayor





**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**Princeton Police Update - Chief Nick Sutter**



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**AGENDA ITEM**

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**Affordable Housing Update - Marc Dashield, Administrator**



**RESOLUTION 20-191**

**Promotion of Officer Daniel Federico to Sergeant**

**WHEREAS**, Princeton pursuant to N.J.S.A. 40A:14-118 has created and established the Princeton Police Department; and

**WHEREAS**, Princeton has provided for the Princeton Police Department a line of authority relating to the police function including the ability to promote and appoint officers for said department; and

**WHEREAS**, Princeton wishes to make a merit-based promotion from within said police department to appoint an officer to the position of Police Sergeant.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Princeton  
Princeton Police Department Officer Daniel Federico is hereby promoted to the position  
of Police Sergeant of the Princeton Police Department effective immediately.

| Councilperson      | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |                 |                 |     |     |         |              |
| Ms. Fraga          |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang     |        |         |                 |                 |     |     |         |              |
| Ms. Pirone Lambros |        |         |                 |                 |     |     |         |              |
| Ms. Sacks          |        |         |                 |                 |     |     |         |              |
| Mr. Williamson     |        |         |                 |                 |     |     |         |              |
| Mayor Lempert      |        |         |                 |                 |     |     |         |              |

I, Delores A. Williams, 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 June 8, 2020.

\_\_\_\_\_  
Delores A. Williams, Municipal Clerk

**ATTACHMENTS:**

- recommendationmemo (DOCX)



*Municipality of Princeton*

*Witherspoon Hall  
400 Witherspoon Street  
Princeton, NJ 08540*

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***Princeton Police Department***

*Telephone: (609) 921-2100*

***Nicholas K. Sutter***

*Chief of Police*

**MEMORANDUM**

**DATE: June 8, 2020**

**TO: Marc Dashield, Administrator**

**FROM: Nicholas Sutter, Chief of Police**

**RE: Police Department Promotions**

---

As per our conversation at the meeting of the Public safety Committee on May 28, 2020, I am preparing this memorandum to recommend promotions to fill vacancies created by the retirements of Sgt. Kim Hodges (effective date July 1, 2020) and Corporal Anthony Paccillo (effective date June 1, 2020). To reiterate, these promotions will not increase the overall personnel strength of the department nor will they create new supervisory positions, they are replacing existing positions that are vacant and critical to the day to day supervision of the police department.

**The Promotional Process**

As you are aware, the police department conducted promotional processes for the positions of Sergeant and Corporal and generated eligibility lists that became effective September 18, 2019 and September 24, 2018 respectively. The lists will expire at the two-year date for each. The processes were conducted in strict accordance with approved department policy.

As a result of these processes, I am making the following recommendations in accordance with the active eligibility lists:

**Sergeant**

Patrol Officer Daniel Federico

**Corporal**

Patrol Officer Michael Strobel



**RESOLUTION 20-192**

**Promotion of Officer Michael Strobel to Corporal**

**WHEREAS**, Princeton pursuant to N.J.S.A. 40A:14-118 has created and established the Princeton Police Department; and

**WHEREAS**, Princeton has provided for the Princeton Police Department a line of authority relating to the police function including the ability to promote and appoint officers for said department for the effective and efficient operation of the department; and

**WHEREAS**, Princeton wishes to make a merit-based promotion from within said police department to appoint an officer to the position of Police Corporal;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Princeton

Princeton Police Department Officer Michael Strobel is hereby promoted to the position of Police Corporal of the Princeton Police Department effective immediately.

| Councilperson      | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |                 |                 |     |     |         |              |
| Ms. Fraga          |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang     |        |         |                 |                 |     |     |         |              |
| Ms. Pirone Lambros |        |         |                 |                 |     |     |         |              |
| Ms. Sacks          |        |         |                 |                 |     |     |         |              |
| Mr. Williamson     |        |         |                 |                 |     |     |         |              |
| Mayor Lempert      |        |         |                 |                 |     |     |         |              |

I, Delores A. Williams, 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 June 8, 2020.

\_\_\_\_\_  
Delores A. Williams, Municipal Clerk

**ATTACHMENTS:**

- recommendationmemo (DOCX)



*Municipality of Princeton*

*Witherspoon Hall  
400 Witherspoon Street  
Princeton, NJ 08540*

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***Princeton Police Department***

*Telephone: (609) 921-2100*

***Nicholas K. Sutter***

*Chief of Police*

**MEMORANDUM**

**DATE: June 8, 2020**

**TO: Marc Dashield, Administrator**

**FROM: Nicholas Sutter, Chief of Police**

**RE: Police Department Promotions**

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As per our conversation at the meeting of the Public safety Committee on May 28, 2020, I am preparing this memorandum to recommend promotions to fill vacancies created by the retirements of Sgt. Kim Hodges (effective date July 1, 2020) and Corporal Anthony Paccillo (effective date June 1, 2020). To reiterate, these promotions will not increase the overall personnel strength of the department nor will they create new supervisory positions, they are replacing existing positions that are vacant and critical to the day to day supervision of the police department.

**The Promotional Process**

As you are aware, the police department conducted promotional processes for the positions of Sergeant and Corporal and generated eligibility lists that became effective September 18, 2019 and September 24, 2018 respectively. The lists will expire at the two-year date for each. The processes were conducted in strict accordance with approved department policy.

As a result of these processes, I am making the following recommendations in accordance with the active eligibility lists:

**Sergeant**

Patrol Officer Daniel Federico

**Corporal**

Patrol Officer Michael Strobel



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**RESOLUTION 20-193**

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**Resolution Authorizing Lease of Public Property by Submission of Sealed Bids for Wireless Telecommunications Facility Installation on the Roof and in the Penthouse of Witherspoon Municipal Hall at 400 Witherspoon Street**

**WHEREAS**, pursuant to the provisions of the Local Lands and Buildings Law (N.J.S.A. 40A:12-14) (“LLBL”) a municipal corporation may lease to any private person real property owned by said municipal corporation which is not needed for a public use; and

**WHEREAS**, the LLBL requires that a lease by a municipal corporation to a private person, except for a lease to a private person for a public purpose, be made to the highest bidder by open public bidding at auction or by submission of sealed bids; and

**WHEREAS**, the Municipality of Princeton (“Princeton”) is the owner of real property situate in Princeton with the street address of 400 Witherspoon Street and located within Block 6902, Lot 1 on the Princeton Tax Maps (October 2012, Updated October 2013) (“Property”), which Property houses the Princeton Municipal Building (“Municipal Building”), consisting of the majority of Princeton’s municipal offices, including the Princeton Police Department; and

**WHEREAS**, portions of the rooftop and Penthouse of the Municipal Building are subject to two (2) existing agreements for the use, operation and maintenance of wireless telecommunications antennas and associated cabinets and equipment, one of which is a Temporary Agreement with Cellco Partnership d/b/a Verizon Wireless (“Verizon”), through which Verizon has installed and operates six (6) telecommunications antennas and associated cabinets and equipment on the Municipal Building (“Premises”); and

**WHEREAS**, the Temporary Agreement with Verizon for use of the Premises was intended to be temporary in nature; and

**WHEREAS**, Princeton does not need the Premises for public use and intends to replace the Temporary Agreement by entering into a formal Lease for use of said Premises for wireless telecommunications purposes; and

**WHEREAS**, if Verizon is the successful bidder for the new Lease, then it will be authorized to continue to use its existing wireless telecommunications antennas, cabinets and equipment under the terms of the new Lease; and if a new vendor is the successful bidder, then Verizon will be obligated to remove its antennas, cabinets and equipment, and restore said Premises to its condition as of the commencement of the Temporary Agreement (reasonable wear and tear excepted), and thereafter the new lessee will be required to undertake construction of its wireless telecommunications antennas and associated cabinets and equipment.

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

1. Pursuant to N.J.S.A. 40A:12-14(a), the Municipality of Princeton, through its Administrator or his designee, is hereby authorized and directed to solicit sealed bids for the Lease of the Premises, as identified above in the “Whereas” clauses, for purposes of designing, constructing and operating a wireless telecommunications facility on the Premises, at such time and place as he may deem appropriate and necessary to effectuate the terms hereof.

2. The Administrator shall cause said bidding to be duly advertised in accordance with the requirements of N.J.S.A. 40A:12-14, by causing the advertisement to be published in a newspaper circulating in Princeton by two (2) insertions at least once a week during two (2) consecutive weeks, the last publication to be not earlier than seven (7) days prior to the date of the bid opening. The advertisements and Bid Package shall be consistent with this Resolution.

Said advertisement shall specify that Princeton reserves the right to reject all bids where the highest bid is not accepted.

3. The Mayor and Clerk are hereby authorized to amend the Temporary Agreement with Verizon, as may be necessary, for purposes of providing for the termination of the Temporary Agreement and Verizon's removal of its antennas, cabinets and equipment and restoration of the Premises, in the event Verizon does not bid and/or is not the successful bidder for the new Lease authorized hereunder.

4. The following minimum terms and conditions shall govern the Lease between Princeton and the successful bidder (also "Lessee"):

- A. Princeton intends to award a non-exclusive Lease to a wireless telecommunications company for authority to use several portions of the Municipal Building's rooftop and Penthouse for the installation, operation and maintenance of wireless telecommunications antennas and associated cabinets and equipment (the "Facility").
- B. The Facility shall consist of up to nine (9) antennas and associated cabinets and equipment, installed in accordance with the terms and conditions set forth herein and in the proposed Lease agreement, which shall be included as part of the Bid Package.
- C. If Verizon is the successful bidder, then it will be authorized to the uninterrupted use of its existing antennas, cabinets and equipment under the terms of the new Lease, as well as the authority to expand its use consistent herewith.

- D. If a new vendor is the successful bidder, then Verizon shall be obligated to remove its telecommunications antennas, cabinets and equipment, and restore the Premises to its condition as of the commencement of the Temporary Agreement, reasonable wear and tear excepted.
- E. As a facility authorized by Princeton, being installed on and at existing municipal structures, pursuant to strict requirements, and under a Lease agreement being entered into by Princeton, formal site plan approval shall not be required. Nonetheless all construction, engineering, site, and development plans shall be subject to the review and approval of the Princeton Engineer.
- F. The Lessee will be required to meet with the Princeton Engineer and such other municipal officials as may be reasonably necessary to coordinate the work and operations under the Lease, including but not limited to at least one (1) pre-construction meeting.
- G. Prior to beginning construction, the Lessee must coordinate with the Princeton Police Department and the Princeton Recreation Department regarding the dates and times construction will take place, and how the Lessee will access the Premises while construction is taking place to ensure that municipal operations will not be hindered or otherwise negatively impacted by the successful bidder's construction operations.
- H. The Lessee shall commence construction within 90 days of execution of the Lease, and shall be completed within 120 days of commencement of

construction. In the event the Lessee is delayed and cannot meet these time limits through no fault of its own, these time periods may be extended upon written request, by Princeton, through the Princeton Engineer, as may be reasonably necessary.

- I. Princeton shall grant to the Lessee a non-exclusive access easement for the duration of the lease term, upon and across the Municipal Building for ingress and egress to the leased areas. The access for operation, repair, and maintenance shall be on a 24-hour a day, 365 days a year basis.
- J. New antennas shall match the design of the existing antennas in the immediate vicinity and be no taller in height than said existing antennas.
- K. The Lessee will own the Facility and shall, at its sole cost and expense, be responsible for design, construction, financing, operation, and maintenance thereof for the duration of the lease term.
- L. The Facility shall not adversely interfere with existing radio or telecommunications systems of Princeton, any municipal operations, or other occupants, tenants and licensees of the Property.
- M. The Lessee shall be responsible, at its sole cost and expense, for obtaining all necessary permits, approvals and licenses from governmental authorities required for the construction and operation of the Facility, and shall comply with all applicable local, state and federal laws, regulations and requirements.

- N. The successful bidder shall connect into the Municipal Building's electric service for purposes of providing electric service to the Facility, and shall also be permitted to tie into the existing 250KW Generac Diesel Generator. The successful bidder shall be required to install or cause the installation of a meter for purposes of tracking its electric service, and shall be responsible for reimbursing Princeton for the cost of its electric service. Any additional necessary utilities shall be at the sole cost and expense of the successful bidder.
- O. The Premises is being leased "as is" and Princeton makes no representation about the condition thereof or ability to obtain necessary governmental approvals. The square footage of the Premises, as described in the Bid Package, shall be an approximation.
- P. The Lessee shall comply with the terms of the Bid Package and the Lease, including but not limited to requirements for insurance and bonding.
- Q. There shall be a minimum bid for annual rent of \$35,000.00.
- R. Commencing with year two (2) of the Lease, the annual rental amount shall be increased by 3% of the base annual rental amount of the previous year.
- S. The Lease shall be for an initial term of ten (10) years, and will automatically renew for two (2) successive periods of five (5) years each upon the same terms and conditions that were in effect before the end of

the lease term, with the exception of the rental amount, which shall then increase at the rate of 5% annually.

T. All bidders shall obtain copies of the Bid Package and Lease, and shall comply with all requirements set forth therein for bidding on the Lease, including but not limited to the submission of a certified check, cashier’s check, or bid bond in the amount of 10% of the annual rental bid amount, not to exceed \$20,000.00, as bid security.

5. Princeton reserves the right to accept the highest bid or reject all bids should the highest bid be rejected.

6. Acceptance of the highest bid or rejection of all bids will be made by the Princeton Council no later than at its second regular meeting following the completion of the bidding.

7. If Princeton fails to act within said time, all bids shall be deemed to have been rejected.

8. If the high bid is accepted, the successful bidder will be required to enter into a Lease consistent with the Bid Package and all other documentation required thereby.

9. The Mayor, Administrator, Clerk and other appropriate Princeton staff and officials are hereby authorized to undertake any and all acts and execute any and all documents as may be necessary and proper to effectuate the terms hereof.

| Councilperson  | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|----------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen      |        |         |                 |                 |     |     |         |              |
| Ms. Fraga      |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang |        |         |                 |                 |     |     |         |              |

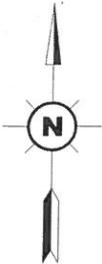
|                    |  |  |  |  |  |  |  |  |
|--------------------|--|--|--|--|--|--|--|--|
| Ms. Pirone Lambros |  |  |  |  |  |  |  |  |
| Ms. Sacks          |  |  |  |  |  |  |  |  |
| Mr. Williamson     |  |  |  |  |  |  |  |  |
| Mayor Lempert      |  |  |  |  |  |  |  |  |

I, Delores A. Williams, 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 June 8, 2020.

\_\_\_\_\_  
Delores A. Williams, Municipal Clerk

**ATTACHMENTS:**

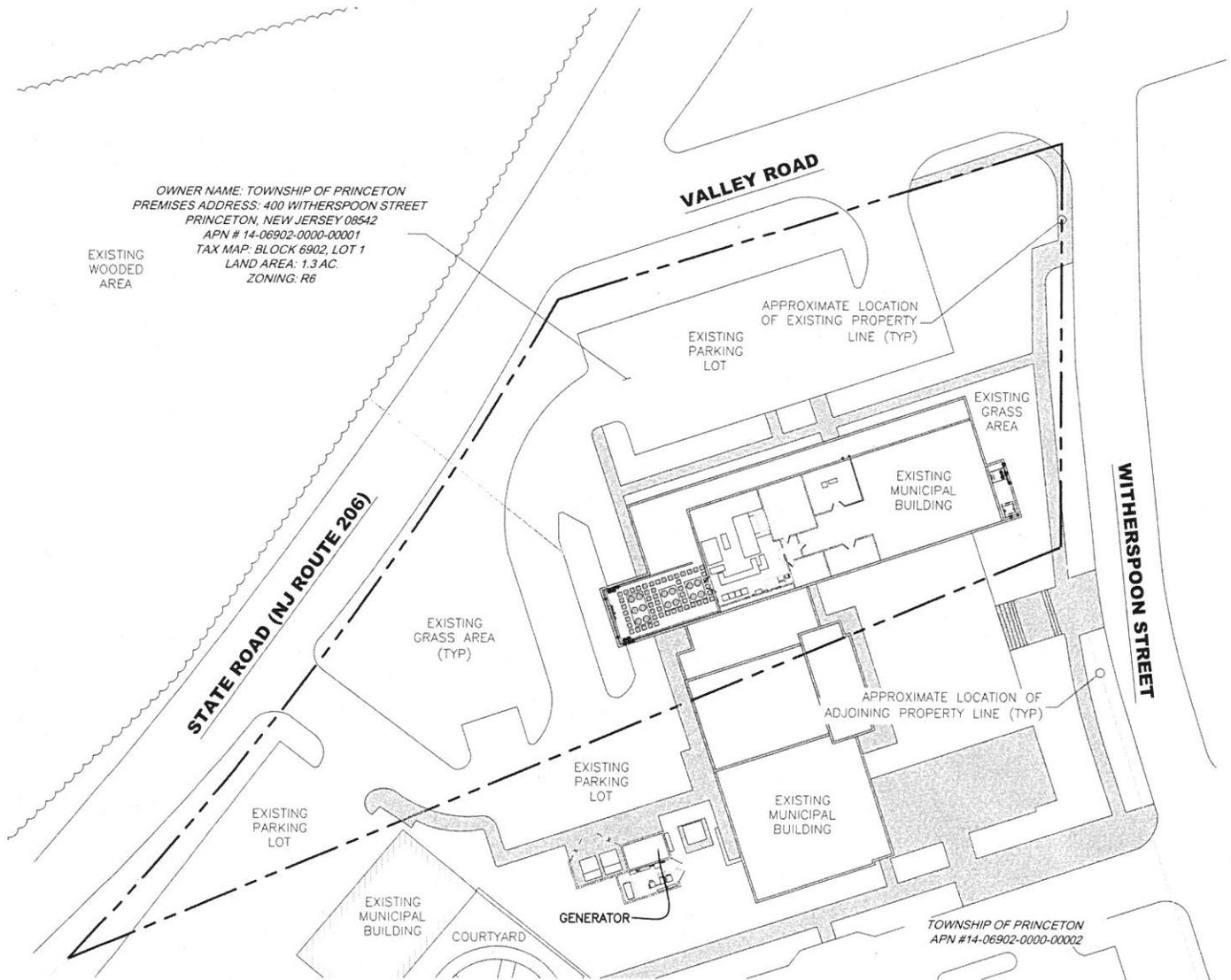
- Wireless Lease Exhibit from Princeton Engineering 2020 (PDF)
- Agreement Amending Temporary Agreement (DOC)



WIRELESS LEASE SHALL HAVE THE AVAILABILITY TO USE THE EXISTING 250KW GENERAC DIESEL GENERATOR 2 POLE 100AMP CIRCUIT DERIVED FROM 120/208 VOLT 3-PHASE 4-WIRE GENERATOR BACK UP PANEL ERDB TOTAL LOAD READING FOR CELLCO ON 10/31/2017 WAS 9.4KW.

OWNER NAME: TOWNSHIP OF PRINCETON  
PREMISES ADDRESS: 400 WITHERSPOON STREET  
PRINCETON, NEW JERSEY 08542  
APN # 14-06902-0000-00001  
TAX MAP: BLOCK 6902, LOT 1  
LAND AREA: 1.3 AC.  
ZONING: R6

EXISTING  
WOODED  
AREA



SCALE: NTS

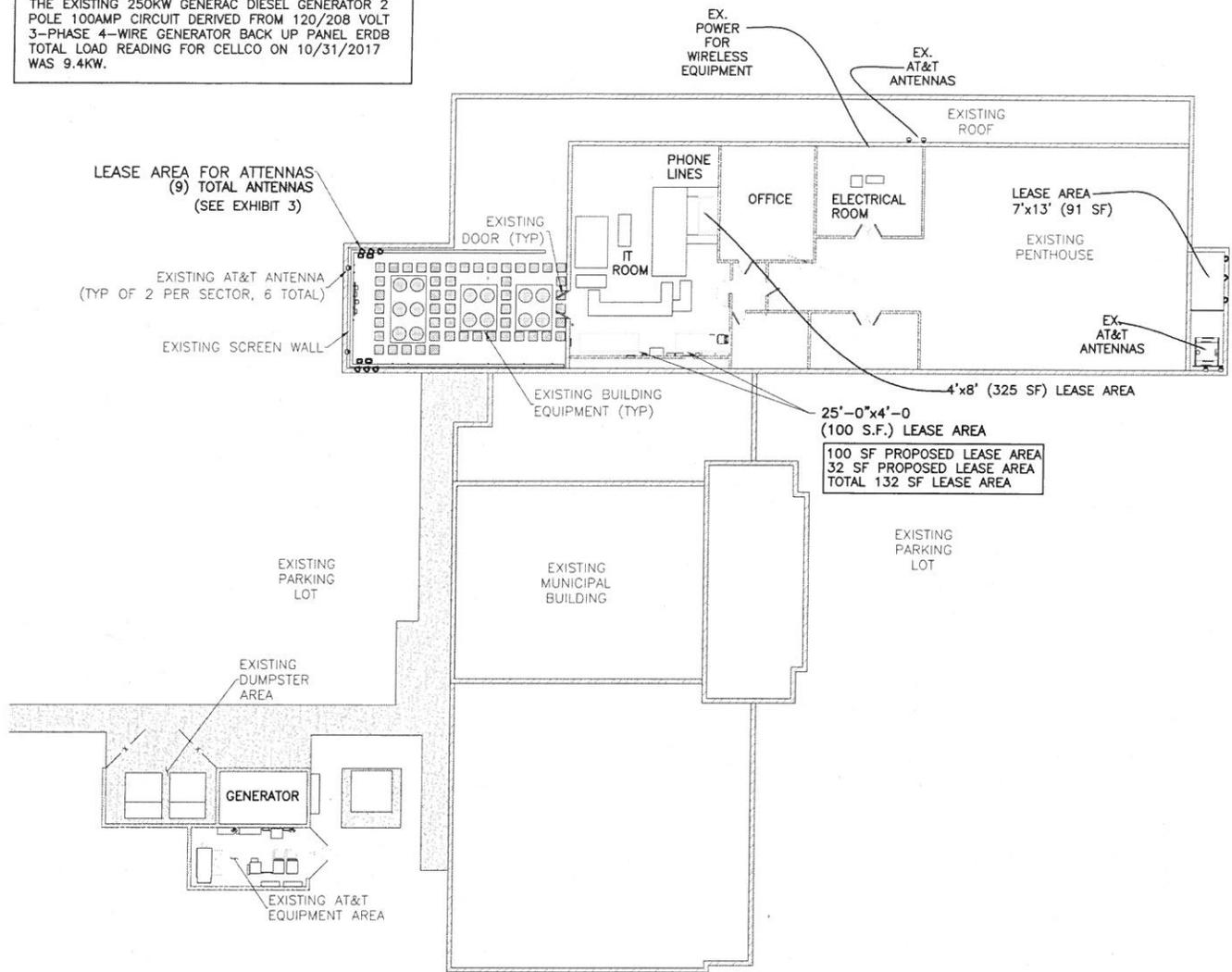
# WIRELESS LEASE EXHIBIT 1

Princeton, Mercer County N.J.

PRINCETON MUNICIPAL BUILDING  
400 WITHERSPOON STREET PRINCETON, NJ

## Project Location Map

WIRELESS LEASE SHALL HAVE THE AVAILABILITY TO USE THE EXISTING 250KW GENERAC DIESEL GENERATOR 2 POLE 100AMP CIRCUIT DERIVED FROM 120/208 VOLT 3-PHASE 4-WIRE GENERATOR BACK UP PANEL ERDB TOTAL LOAD READING FOR CELLCO ON 10/31/2017 WAS 9.4KW.



SCALE: NTS

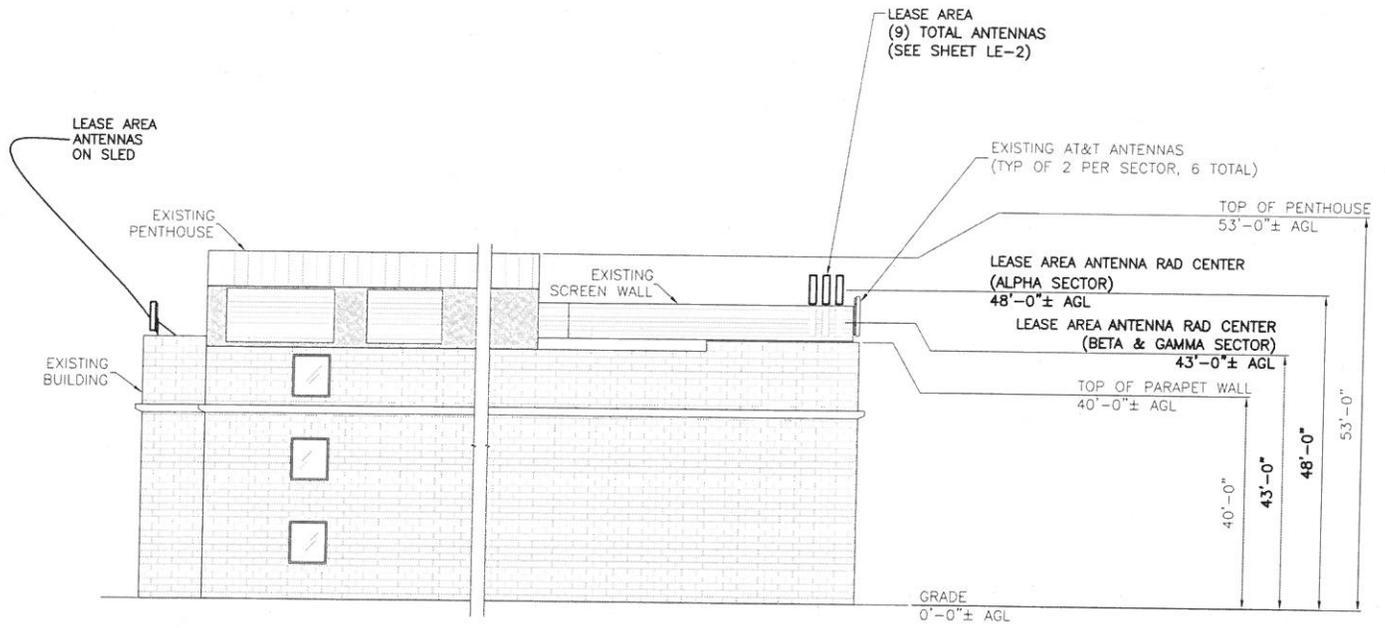
**WIRELESS LEASE EXHIBIT 2**  
 Princeton, Mercer County N.J.

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**PRINCETON MUNICIPAL BUILDING**  
 400 WITHERSPOON STREET PRINCETON, NJ

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**BUILDING LAYOUT PLAN**



SCALE: NTS

# WIRELESS LEASE EXHIBIT 3

Princeton, Mercer County N.J.

PRINCETON MUNICIPAL BUILDING  
400 WITHERSPOON STREET PRINCETON, NJ

## ELEVATION PLAN

## AMENDMENT TO TEMPORARY AGREEMENT

**THIS AGREEMENT** entered into this \_\_\_ day of \_\_\_ 2020 by and between the Municipality of Princeton (“Princeton”) and Cellco Partnership d/b/a Verizon Wireless (“Verizon”).

### WITNESS

**WHEREAS**, Princeton is the owner of real property situate in Princeton with the street address of 400 Witherspoon Street and located within Block 6902, Lot 1 on the Princeton Tax Maps (October 2012, Updated October 2013) (“Property”), which Property houses the Princeton Municipal Building (“Municipal Building”), consisting of the majority of Princeton’s municipal offices, including the Princeton Police Department; and

**WHEREAS**, portions of the rooftop and Penthouse of the Municipal Building are currently being used for the operation and maintenance of wireless telecommunications antennas and associated cabinets and equipment under two separate agreements, one of which is a Temporary Agreement with Verizon, through which Verizon has installed and operates six (6) telecommunications antennas and associated cabinets and equipment on the Municipal Building (“Premises”); and

**WHEREAS**, the Temporary Agreement with Verizon was intended to be temporary in nature; and

**WHEREAS**, at this time Princeton seeks to solicit bids for a more long-term lease of the Premises for wireless telecommunications purposes and by Resolution \_\_\_\_\_, the Council has authorized the solicitation of bids for this purpose; and

**WHEREAS**, the Temporary Agreement does not provide for a specific end date or procedure for the removal of the antennas and associated cabinets and equipment upon its termination and in the event Verizon does not bid on the new lease and/or is not the successful bidder for same; and

**WHEREAS**, the parties wish to amend the Temporary Agreement to specify an end date for the Temporary Agreement and set forth the applicable process for removal of the antennas and associated cabinets and equipment.

**NOW, THEREFORE, IT IS AGREED** between Princeton and Verizon to amend the Temporary Agreement entered into by the parties on or about June 10, 2005 as follows:

1. If Verizon is the successful bidder for lease of the Premises for a wireless telecommunications facility authorized by Resolution No. \_\_\_\_\_, then it will be authorized to continue to use its existing wireless telecommunications antennas, cabinets and equipment under the terms of a new lease.
2. If a new vendor is the successful bidder, then the Temporary Agreement will expire thirty (30) days following the Council’s formal award of a new lease to the successful bidder. In such event, within thirty (30) days of expiration of the Temporary Agreement, Verizon will be obligated to remove its antennas, cabinets and equipment from the Municipal Building’s rooftop and penthouse, and restore the Premises to its condition as of the commencement of the Temporary Agreement, reasonable wear and tear excepted. This thirty-day time period may be extended to accommodate Verizon’s removal efforts should it be delayed due to causes beyond Verizon’s reasonable control.
3. All remaining provisions of the Temporary Agreement not inconsistent herewith shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have set their hand and seal the day and date first written above.

**ATTEST:**

**THE MUNICIPALITY OF PRINCETON**

\_\_\_\_\_  
Delores A. Williams, Municipal Clerk

By: \_\_\_\_\_  
Liz Lempert, Mayor

**CELLCO PARTNERSHIP D/B/A VERIZON  
WIRELESS**

\_\_\_\_\_

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



**RESOLUTION 20-194**

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**Resolution Ratifying Award Of Contract To Nelson Glass & Aluminum Company, Inc. For Procurement Of Glass Counter Shields For Princeton Municipal Offices And Recreation Facilities In An Amount Not To Exceed \$13,740.00**

**WHEREAS**, as a result of the COVID-19 Declaration of State of Emergency, the Princeton Administrator has determined that it was necessary to procure glass shields for the various counters at the Municipality's offices at 400 Witherspoon Street and 1 Monument Drive, as well as the Municipality's Recreation Facilities, to protect staff and the public during interactions once these offices and facilities re-open to the public; and

**WHEREAS**, the Administrator is generally authorized under section 2-1.6(o) of the Princeton Code to make purchases not exceeding the bid threshold, and more specifically under Princeton's March 13, 2020 Declaration of State of Emergency to make to address Princeton's needs during the COVID-19 emergency; and

**WHEREAS**, Nelson Glass & Aluminum Company, Inc. provided a quote to Princeton for purposes of providing the sought after glass shields for the counters at the above-referenced municipal offices and facilities totaling \$13,740.00; and

**WHEREAS**, sufficient funds are available for this contract award, as certified by Sandra Webb, Chief Financial Officer, from \_\_\_\_\_; and

**WHEREAS**, the Local Public Contracts Law authorizes Princeton to formally award this agreement without public bidding under N.J.S.A. 40A:11-6.1 because the amount does not exceed the applicable bid threshold.

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

1. In accordance with the above “Whereas” clauses, the contract between Princeton and Nelson Glass & Aluminum Company, Inc. for the procurement of glass shields for the counters at Princeton’s Municipal Buildings at 400 Witherspoon Street and 1 Monument Drive, and its Recreation Facilities, is hereby ratified and approved.
2. Nelson Glass & Aluminum Company, Inc. shall be paid a fee not to exceed \$13,740.00.
3. A copy of this Resolution and the agreement/purchase order shall be placed on file in the Office of the Clerk.

| Councilperson      | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |                 |                 |     |     |         |              |
| Ms. Fraga          |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang     |        |         |                 |                 |     |     |         |              |
| Ms. Pirone Lambros |        |         |                 |                 |     |     |         |              |
| Ms. Sacks          |        |         |                 |                 |     |     |         |              |
| Mr. Williamson     |        |         |                 |                 |     |     |         |              |
| Mayor Lempert      |        |         |                 |                 |     |     |         |              |

I, Delores A. Williams, 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 June 8, 2020.

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Delores A. Williams, Municipal Clerk



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**RESOLUTION 20-195**

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**Resolution Declaring Racism A Public Health Crisis**

WHEREAS, race is a social construct with no biological basis, but a social reality that shapes our lives;

WHEREAS, racism is a social system with multiple dimensions: individual racism is internalized or interpersonal; systemic racism is institutional or structural, and is a system of structuring opportunity and assigning value based on race, this unfairly disadvantages specific individuals and communities, while unfairly giving advantages to other individuals and communities;

WHEREAS, all across the country we are witnessing moral outrage against the tragic murder of George Floyd by a Minneapolis police officer as well as against the violence and systemic racism experienced by Black Americans and the pervasive impacts of racism on the Black community's health and wellbeing;

WHEREAS, data that suggest Black New Jerseyans are dying at a disproportionately higher rate from COVID-19 than their counterparts of other races;

WHEREAS, women of color account for nearly 60% of all pregnancy-related maternal deaths in New Jersey and Black women are over four times more likely to lose their lives during childbirth than their white counterparts;

WHEREAS, communities of color, those of low social economic status and those that suffer from disabilities, are more likely to experience poor health outcomes as a consequence of the social determinants of health - health inequities stemming from economic stability, education, physical environment, food and access to health care systems;

WHEREAS, structural racism influences many areas of life, including housing, education, employment, health care, and criminal justice; and an emerging body of research demonstrates that racism itself is a social determinant of mental and physical health;

WHEREAS, health varies markedly by income within every racial group, and racial or ethnic differences can be seen at each level of income. These patterns are seen across a wide range of health conditions. At the same time, findings from studies in the U.S. and other countries have found that perceived racial/ethnic bias-and the resulting toxic stress-makes an additional contribution to racial or ethnic disparities in health.

WHEREAS, the American Public Health Association (APHA) launched a National Campaign against Racism; and

WHEREAS, the Municipality of Princeton’s responsibilities to address racism include reshaping our discourse and agenda so that we all actively engage in racial justice work;

THEREFORE, BE IT RESOLVED that it is our duty to assure all in our communities are considered and included and that the Mayor and Council of Princeton will:

1. Assert that racism is a public health crisis affecting our entire community;
2. Conduct an assessment of internal policy and procedures to ensure racial equity is a core element of all municipal departments;
3. Advocate for relevant policies that support local, state, regional, and federal initiatives that advance efforts to dismantle systemic racism;
4. Commit to review ordinances through a racial equity lens;
5. Commit to conduct human resources, vendor selection and grant management activities with a racial equity lens including reviewing internal policies and practices such as hiring, promotions, leadership appointments and funding; engage in unconscious and implicit bias training for all our departments;
6. Identify clear goals and objectives, including specific benchmarks, to assess progress and capitalize on opportunities to further advance racial equity;
7. Include in decision-making those most affected by health and economic challenges; present annually the racial/ethnic composition of Princeton’s volunteer boards, committees, and commissions and municipal workforce, including the police department.

| Councilperson      | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |                 |                 |     |     |         |              |
| Ms. Fraga          |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang     |        |         |                 |                 |     |     |         |              |
| Ms. Pirone Lambros |        |         |                 |                 |     |     |         |              |
| Ms. Sacks          |        |         |                 |                 |     |     |         |              |
| Mr. Williamson     |        |         |                 |                 |     |     |         |              |
| Mayor Lempert      |        |         |                 |                 |     |     |         |              |

I, Delores A. Williams, 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 June 8, 2020.

---

Delores A. Williams, Municipal Clerk

**ATTACHMENTS:**

- Letter to Mayor and Council (DOCX)
- RacialJusticeImpactAssessment\_v5 (PDF)



June 5, 2020

June 5, 2020

Dear Mayor Lempert and Members of Princeton Council,

This is a historic moment in many ways, including your decision to “consider a resolution asserting that racism is a public health crisis affecting our entire community.” It would be a milestone in this community. Not in Our Town Princeton supports proposed resolution 20-195. The announcement also stated the intention of “identifying a series of actions including assessments of internal policies and procedures to ensure racial equity is a core element of all municipal departments.” We recommend that you consider using a process called Racial Equity Impact Statements (REIS) in your examination. A few cities and counties are using it. In 2018, the New Jersey Legislature adopted REIS to address the state’s high rate of racial disparity in incarceration. The Princeton Board of Education is in the process of drafting REIS questions to gather data for use in their decision-making. Attached is a brief guide listing of governments that are using or considering the method.

We applaud this major step in bringing racial equity and justice to the Princeton community.

Yours respectfully,

Members of the Not in Our Town Princeton Board

Miki Mendelsohn

Linda Oppenheim

Juan Polanco

Larry Spruill

P.O. Box 43, Princeton, NJ 08542

Not in Our Town is a tax-exempt charitable organization under section 501(c)(3) of the Internal Revenue Code. Our Tax ID is 26-2946034

# Racial Equity Impact Assessment

## What are Racial Equity Impact Assessments?

A Racial Equity Impact Assessment (REIA) is a systematic examination of how different racial and ethnic groups will likely be affected by a proposed action or decision. REIAs are used to minimize unanticipated adverse consequences in a variety of contexts, including the analysis of proposed policies, institutional practices, programs, plans and budgetary decisions. The REIA can be a vital tool for preventing institutional racism and for identifying new options to remedy long-standing inequities.

## Why are they needed?

REIAs are used to reduce, eliminate and prevent racial discrimination and inequities. The persistence of deep racial disparities and divisions across society is evidence of institutional racism--the routine, often invisible and unintentional, production of inequitable social opportunities and outcomes. When racial equity is not consciously addressed, racial inequality is often unconsciously replicated.

## When should it be conducted?

REIAs are best conducted during the decision-making process, prior to enacting new proposals. They are used to inform decisions, much like environmental impact statements, fiscal impact reports and workplace risk assessments.

## Where are they in use?

The use of REIAs in the U.S. is relatively new and still somewhat limited, but new interest and initiatives are on the rise. The United Kingdom has been using them with success for nearly a decade.

## EXAMPLES OF RACIAL JUSTICE EQUITY IMPACTS

### Equity and Social Justice Initiative

*King County, WA*

The county government is using an Equity Impact Review Tool to intentionally consider the promotion of equity in the development and implementation of key policies, programs and funding decisions.

### Race and Social Justice Initiative

*Seattle, WA*

City Departments are using a set of Racial Equity Analysis questions as filters for policy development and budget making.

### Minority Impact Statements

*Iowa and Connecticut*

Both states have passed legislation which requires the examination of the racial and ethnic impacts of all new sentencing laws prior to passage. Commissions have been created in Illinois and Wisconsin to consider adopting a similar review process. Related measures are being proposed in other states, based on a model developed by the Sentencing Project.

### Proposed Racial Equity Impact Policy

*St. Paul, MN*

If approved by the city council, a Racial Equity Impact Policy would require city staff and developers to compile a "Racial Equity Impact Report" for all development projects that receive a public subsidy of \$100,000 or more.

### Race Equality Impact Assessments

*United Kingdom*

Since 2000, all public authorities required to develop and publish race equality plans must assess proposed policies using a Race Equality Impact Assessment, a systematic process for analysis.

# Racial Equity Impact Assessment **GUIDE**

*Below are sample questions to use to anticipate, assess and prevent potential adverse consequences of proposed actions on different racial groups.*

## **1. IDENTIFYING STAKEHOLDERS**

Which racial/ethnic groups may be most affected by and concerned with the issues related to this proposal?

## **2. ENGAGING STAKEHOLDERS**

Have stakeholders from different racial/ethnic groups—especially those most adversely affected—been informed, meaningfully involved and authentically represented in the development of this proposal? Who’s missing and how can they be engaged?

## **3. IDENTIFYING AND DOCUMENTING RACIAL INEQUITIES**

Which racial/ethnic groups are currently most advantaged and most disadvantaged by the issues this proposal seeks to address? How are they affected differently? What quantitative and qualitative evidence of inequality exists? What evidence is missing or needed?

## **4. EXAMINING THE CAUSES**

What factors may be producing and perpetuating racial inequities associated with this issue? How did the inequities arise? Are they expanding or narrowing? Does the proposal address root causes? If not, how could it?

## **5. CLARIFYING THE PURPOSE**

What does the proposal seek to accomplish? Will it reduce disparities or discrimination?

## **6. CONSIDERING ADVERSE IMPACTS**

What adverse impacts or unintended consequences could result from this policy? Which racial/ethnic groups could be negatively affected? How could adverse impacts be prevented or minimized?

## **7. ADVANCING EQUITABLE IMPACTS**

What positive impacts on equality and inclusion, if any, could result from this proposal? Which racial/ethnic groups could benefit? Are there further ways to maximize equitable opportunities and impacts?

## **8. EXAMINING ALTERNATIVES OR IMPROVEMENTS**

Are there better ways to reduce racial disparities and advance racial equity? What provisions could be changed or added to ensure positive impacts on racial equity and inclusion?

## **9. ENSURING VIABILITY AND SUSTAINABILITY**

Is the proposal realistic, adequately funded, with mechanisms to ensure successful implementation and enforcement. Are there provisions to ensure ongoing data collection, public reporting, stakeholder participation and public accountability?

## **10. IDENTIFYING SUCCESS INDICATORS**

What are the success indicators and progress benchmarks? How will impacts be documented and evaluated? How will the level, diversity and quality of ongoing stakeholder engagement be assessed?



**RESOLUTION 20-196**

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**Resolution Extending Term Of Contract With IPS Group, Inc.**

**WHEREAS**, on or about July 9, 2018 the Municipality of Princeton (“Princeton”) executed a contract with IPS Group, Inc. for the purchase of parking meters, pay stations, associated equipment and installation services in connection with Princeton’s municipal parking system (“Agreement”); and

**WHEREAS**, a portion of the services under the Agreement are on-going and involve the IPS Group, Inc.’s continued provision of Monthly Reports and Communications associated with M5 and MS1 Meters and Dome Sensors, and processing of associated Credit Card Gateway Fees, which services shall not exceed \$189,450.00 annually (\$15,787.50 monthly); and

**WHEREAS**, the Agreement provides the option of extending same for two one-year renewals, and at this time, the parties wish to renew the term for an additional two years; and

**WHEREAS**, the Council finds that the services are being performed in an effective and efficient manner; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this purchase in \_\_\_\_\_; and

**WHEREAS**, the provision of services following July 8, 2020, that is from July 9, 2020 to July 8, 2021, shall be subject to the appropriate of sufficient funds therefor.

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

1. The foregoing “Whereas” clauses are hereby incorporated as if fully restated.

2. The Agreement shall be extended for two years beginning on July 8, 2019 and until July 9, 2021, subject to the annual appropriation of sufficient funds to meet the extended obligation of \$189,450.00 annually. All remaining terms and conditions of the Agreement shall remain unchanged. To the extent the services were performed prior to this Resolution and/or paid for by Princeton, said actions are approved and ratified.
3. When countersigned by IPS Group, Inc., this Resolution shall serve as the First Amendment to the Agreement with IPS Group, Inc.
4. A copy of this Resolution shall be placed on file in the Office of the Municipal Clerk.

ADOPTED:

I hereby certify this is a true copy of a Resolution adopted by the Princeton Council at its meeting held on the 8th day of June, 2020.

IPS GROUP, INC.

BY: \_\_\_\_\_



**RESOLUTION 20-197**

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**Resolution Of The Mayor And Council Of Princeton Approving A Professional Services Agreement With Princeton Senior Resource Center from January 1, 2020 to December 31, 2020 In the Amount Not To Exceed \$152,388.00**

**WHEREAS**, Princeton wishes to provide various services to Senior Citizens at the Suzanne Patterson Building, Spruce Circle, and various outreach locations; and

**WHEREAS**, Princeton wishes to enter into a Services Agreement with Princeton Senior Resource Center (hereinafter "Provider") for the aforesaid services; and

**WHEREAS**, services to be performed may be retained by Princeton without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. because the aforesaid services are extraordinary and unspicifiable in nature; and

**WHEREAS**, the Local Public Contracts Law requires that the Resolution authorizing the award of contract for services without competitive bidding be publicly advertised;

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

1. The Mayor and Clerk are hereby authorized to enter into a Services Agreement with Provider with offices at 45 Stockton Street, Princeton, New Jersey 08540 to cover the period from January 1, 2020 to December 31, 2020.
2. The Agreement so authorized shall require the Provider to provide various programs and services for older adults residing in the municipality of Princeton and their families.
3. The said services are to be provided at the Suzanne Patterson Building, Spruce Circle and various other outreach locations. The programs and services to be provided by the Provider will include:

- Information and referral services, linkage to a wide array of services;
- Counseling, consultation and support services;
- Emergency preparedness;
- Recreational and social activities;
- Volunteer visiting and support to the home bound;
- Volunteer opportunities;
- Education and enrichment programs;
- Health promotion and screenings;
- Crosstown Transportation Service;
- Management of Suzanne Patterson Building rentals
- Collaboration with other Municipal Departments and community organizations serving older adults

3. Princeton shall pay the Provider the following compensation:

The amount of One Hundred Forty Nine Thousand Four Hundred (\$152,388) said amount to be paid in monthly installments of \$12,699.00

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

5. An executed copy of the contract between Princeton and Provider and a copy of this Resolution shall be on file and available for public inspection in the Office of the Princeton Clerk.

| Councilperson      | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |                 |                 |     |     |         |              |
| Ms. Fraga          |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang     |        |         |                 |                 |     |     |         |              |
| Ms. Pirone Lambros |        |         |                 |                 |     |     |         |              |
| Ms. Sacks          |        |         |                 |                 |     |     |         |              |
| Mr. Williamson     |        |         |                 |                 |     |     |         |              |
| Mayor Lempert      |        |         |                 |                 |     |     |         |              |

I, Delores A. Williams, 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 June 8, 2020.

\_\_\_\_\_  
 Delores A. Williams, Municipal Clerk

**ATTACHMENTS:**

- Princeton Senior Center Agreement (DOCX)

## PRINCETON

### PROFESSIONAL SERVICES AGREEMENT

**AGREEMENT** made this 8th day of June, 2020 by Princeton Senior Resource Center, 445 Stockton St, Princeton, New Jersey, 08540 (hereinafter referred to as "Provider"), and Princeton, a municipal corporation in the County of Mercer and State of New Jersey, 400 Witherspoon Street, Princeton, New Jersey 08540.

**WHEREAS**, Princeton and Provider wish to enter into an agreement for the performance of extraordinary and unspecifiable services as hereafter more particularly stated, to be provided at the Suzanne Patterson Building, Spruce Circle and various outreach locations;

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

**STATEMENT OF WORK:** The Provider shall provide various programs and services to aging adults, said services to be provided at the Suzanne Patterson Center, Spruce Circle and various outreach locations. The programs and services to be provided by the Provider will include:

- Information and referral services, linkage to a wide array of services;
- Counseling, consultation and support services;
- Emergency preparedness;
- Recreational and social activities;
- Volunteer visiting and support to the home bound;
- Volunteer opportunities;
- Education and enrichment programs;
- Health promotion and screenings;
- Crosstown Transportation Service management;
- Management of Suzanne Patterson Building rentals
- Collaboration with other Municipal Departments and community organizations serving older adults

PSRC will work to assure that all aging adults, of diverse ethnic, socio-economic, educational, gender identify, sexual orientation, and immigration status will be provided services through PSRC.

No exterior or interior alterations may be made by Provider to the Suzanne Patterson Building without the prior written approval of Princeton. Under this Agreement, the Provider shall at all times act as an independent contractor and not as an employee of Princeton, 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. This Agreement shall be effective from January 1, 2020 through December 31, 2020, unless sooner terminated as provided hereafter.

2. **PAYMENT:**

a. Princeton shall pay the Provider the following compensation:

The amount of One Hundred Fifty Two Thousand Three Hundred Eighty Eight, (\$152,388) said amount to be paid in monthly installments of \$12,699.00.

b. Compensation. Compensation will be paid to the provider by Princeton monthly for the services performed and as the administrative coordinator of building usage, said compensation shall be supplemented by the income received from groups utilizing the center.

c. Operating Reports. Provider shall provide Princeton operation reports (as provided to the Board of Trustees of the Princeton Senior Resource Center) and monthly crosstown transportation reports as indicated in Appendix A

d. included in compensation to the Princeton Senior Resource Center for services listed above are:

1. Suzanne Patterson Building-rent and utilities
2. Custodial and maintenance care. (Custodial and maintenance services shall be consistent with existing custodial contracts and maintenance services shall be equivalent to other municipal facilities.)
3. The Municipality's technical support services for voice over internet protocols (VOIP) and internet connectivity. (Internet services shall include technical support for internet connectivity up to the jacks in the walls. VOIP support shall include programing of the VOIP system and standard phone equipment.)

3. **TERMINATION.** This Agreement shall be effective for the period provided above, although it may be sooner terminated, with cause, by either the Provider or Princeton at any time by either party giving the other ninety (90) days written notice.

4. **NON-CONFLICTS OF INTEREST.** The Provider represents that it is not now performing any 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. In addition, Provider expressly agrees to refrain during the period of this Agreement from performing any 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.

5. **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 to both require and furnish copies to Princeton of an identical covenant executed by all agents, employees, or subcontractors of the Provider in the rendering of the services hereunder.

6. **NATURE OF SERVICES.** Provider represents that it is a non-profit corporation having received an IRS Exempt Organization Permit. Provider has represented that it has sufficient expertise, extensive training and a proven reputation in supplying such services as described herein.

7. **COMPLIANCE WITH LAWS.** During the performance of this contract, the contractor agrees as follows:

PSRC will work to assure that all aging adults, of diverse ethnic, socio-economic, educational, gender identify, sexual orientation, and immigration status will be provided services through PSRC.

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 such 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 be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;

The contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, 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 or 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 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 supplemented from time to time or in accordance with binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c.12, as amended and supplemented from 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 procedures 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 contract 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 to Federal court decisions.

The contractor and its subcontractors shall furnish 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).

8. **COMPLETE AGREEMENT.** This Agreement and any attachments hereto or incorporated by the reference represents 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.

**WITNESS**

\_\_\_\_\_  
Drew A. Dyson  
Executive Director

**WITNESS**

**PRINCETON SENIOR RESOURCE CENTER**

**BY:** \_\_\_\_\_  
Joan Girgus  
President

**MAYOR AND COUNCIL OF PRINCETON**

\_\_\_\_\_  
Delores A. Williams, RMC  
Municipal Clerk

**BY:** \_\_\_\_\_  
Elizabeth Lempert  
Mayor

Date Signed: \_\_\_\_\_



**RESOLUTION 20-198**

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**Resolution Authorizing the Tax Collector to Process Third Quarter  
Estimated Tax Bills Due August 1st, 2020**

**WHEREAS**, in light of the disruption caused by the coronavirus outbreak, the State delayed the adoption of the State Fiscal Year 2021 Budget to September 30, 2020; and

**WHEREAS**, the Division of Local Government Services (DLGS) cannot certify State Aid allocations to municipal budgets until State Aid Appropriations are known; and

**WHEREAS**, the DLGS hasn't Certified our Levy and the County Board of Taxation cannot certify taxes until after the June 30, 2020 deadline to process third quarter tax bills due August 1, 2020; and

**WHEREAS**, without a Certified Levy, the Tax Collector cannot process the final 2020 Tax Levy; and

**WHEREAS**, the DLGS "*strongly recommends*" under Local Finance Notice 2020-07 "*that municipalities prepare to issue estimated property tax bills for 2020;*" and

**WHEREAS**, the Tax Collector, in consultation with the Chief Financial Officer, computed and certified an estimated Tax Levy necessary to bill third quarter taxes due August 1, 2020

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Princeton, in the County of Mercer and State of New Jersey on this 11th day of June, 2020 that the Tax Collector is hereby authorized and directed to process estimated tax bills for the third quarterly installment of 2020 taxes; and

**BE IT FURTHER RESOLVED** that, the third quarterly installment of 2020 taxes shall not be subject to interest until the later of August 10, 2020 or the twenty-fifth (25) calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.

**BE IT FURTHER RESOLVED**, that the Princeton Tax Collector is hereby authorized to prepare and issue estimated tax bills for the third installment of 2020 based upon an annualized levy analysis totaling \$173,154,661.24, \$2.404 total rate. The Tax Collector shall proceed and take such actions as are permitted and required by P.L. 1994, c.72 (N.J.S.A. 54:4-66.2 and 54:4-66.3).

**PERMISSIVE ESTIMATED TAX LEVY RANGE**

**RANGE 5% LOWER TO 5% HIGHER THAN PREVIOUS YEAR'S LEVY**

|                            |                         |
|----------------------------|-------------------------|
| <b>2019 TOTAL TAX LEVY</b> | <b>\$170,331,298.89</b> |
| <b>95% LEVY</b>            | <b>\$161,814,733.95</b> |
| <b>105% LEVY</b>           | <b>\$178,847,863.83</b> |
| <br>                       |                         |
| <b>2019 TAX RATE</b>       | <b>\$2.372</b>          |
| <b>95% RATE</b>            | <b>\$2.253</b>          |
| <b>105% RATE</b>           | <b>\$2.491</b>          |

Certified calculation prepared by:

\_\_\_\_\_  
Sandra Webb, CFO

\_\_\_\_\_  
Tammie Tisdale, Tax Collector

| Councilperson      | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |                 |                 |     |     |         |              |
| Ms. Fraga          |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang     |        |         |                 |                 |     |     |         |              |
| Ms. Pirone Lambros |        |         |                 |                 |     |     |         |              |
| Ms. Sacks          |        |         |                 |                 |     |     |         |              |
| Mr. Williamson     |        |         |                 |                 |     |     |         |              |
| Mayor Lempert      |        |         |                 |                 |     |     |         |              |

I, Delores A. Williams, 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 June 8, 2020.

\_\_\_\_\_  
Delores A. Williams, Municipal Clerk

**ATTACHMENTS:**

- memo Mayor & Council estimated billing (DOCX)



**Office of the Chief Financial Officer**  
**Princeton Municipal Building**  
**400 Witherspoon Street**  
**Princeton, NJ 08540**  
**609-924-9183**  
[www.princetonnj.gov](http://www.princetonnj.gov)  
[swebb@princetonnj.gov](mailto:swebb@princetonnj.gov)

**Date:** June 2, 2020  
**TO:** Mayor & Council  
**FROM:** Sandra Webb, Chief Financial Officer  
**Re:** Resolution Authorizing Estimated Tax Bills

On Council's agenda for June 2<sup>nd</sup> is a resolution authorizing estimated tax bills for the third quarterly installment due August 1<sup>st</sup>. In light of the disruption caused by the Coronavirus outbreak, the State delayed adoption of their Fiscal Year 2020 Budget to September 30, 2020. The Division of Local Government Services cannot certify State Aid until after the State Budget is done. Further, they cannot certify our levy to the County Board of Taxation so that a tax rate can be struck. We must continue to pay the school & county taxes. We are concerned about cash flow for the third quarter if we do not have bills issued. For all of these reasons, we are recommending an estimated billing be done for the third quarter taxes. When our tax rate is struck by the County, we will issue the final billing for 2020 and preliminary bills for 1<sup>st</sup> & 2<sup>nd</sup> quarter of 2021.



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Clerk

**RESOLUTION 20-199**

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**Resolution Authorizing the Payment of Bills and Claims**

WHEREAS, Chief Financial Officer, Sandra Webb has forwarded the bills and claims received for payment by the Municipality of Princeton for review and approval by the Mayor and Council; and

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of Princeton approve the attached bill list.

| Councilperson      | Absent | Present | 1 <sup>st</sup> | 2 <sup>nd</sup> | Yea | Nay | Abstain | Disqualified |
|--------------------|--------|---------|-----------------|-----------------|-----|-----|---------|--------------|
| Mr. Cohen          |        |         |                 |                 |     |     |         |              |
| Ms. Fraga          |        |         |                 |                 |     |     |         |              |
| Ms. Niedergang     |        |         |                 |                 |     |     |         |              |
| Ms. Pirone Lambros |        |         |                 |                 |     |     |         |              |
| Ms. Sacks          |        |         |                 |                 |     |     |         |              |
| Mr. Williamson     |        |         |                 |                 |     |     |         |              |
| Mayor Lempert      |        |         |                 |                 |     |     |         |              |

I, Delores A. Williams, 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 June 8, 2020.

\_\_\_\_\_  
Delores A. Williams, Municipal Clerk

**ATTACHMENTS:**

- June 8 2020 Bill List (PDF)

## List of Bills - Clearing Claims

Meeting Date: 06/08/2020 For bills from 05/27/2020 to 06/05/2020

| Vendor  | Description                                       | Payment   | Check Total |
|---|---|-----------|-------------|
| 32 - ALL INDUSTRIAL-SAFETY PRODUCTS             | PO 32475 BLANKET / SAFETY SUPPLIES                | 457.55    | 457.55      |
| 3363 - ANDERL & OAKLEY, PC                      | PO 33133 CONFLICT PUBLIC DEFENDER, SC-2019-11577  | 1,120.00  | 1,120.00    |
| 57 - AT&T                                       | PO 32345 BLANKET - TELEPHONE EXPENSE              | 36.24     |             |
|   | PO 33399 ACCT# 030 175 6429 001 #055 539 1124     | 202.38    | 238.62      |
| 3451 - ATLANTIC DIAGNOSTIC LABORATORIES LL      | PO 32799 BLANKET- LAB                             | 396.00    | 396.00      |
| 4048 - B & T TOOLS, INC.                        | PO 32403 BLANKET TOOLS/EQUIPMENT                  | 981.00    | 981.00      |
| 61 - BASATEMUR, ADAM A.                         | PO 33343 2020 TUITION REIMBURSEMENT               | 174.63    | 174.63      |
| 1997 - BELLE MEAD CO-OP                         | PO 32635 BLANKET/HORTICULTURE MATERIALS           | 135.96    | 135.96      |
| 63 - BISH SALES & SERVICE                       | PO 32637 BLANKET/EQUIPMENT & PARTS                | 264.00    | 264.00      |
| 2382 - BROOKES, MARGARET                        | PO 33316 REIMBURSEMENT FOR PLASTIC BOTTLES FOR HA | 9.60      | 9.60        |
| 1945 - C&M AUTOMOTIVE WAREHOUSE                 | PO 32392 BLANKET PARTS                            | 183.90    | 183.90      |
| 1938 - CAMPBELL FOUNDRY CO.                     | PO 32419 BLANKET / ROAD MATERIALS                 | 8,899.50  | 8,899.50    |
| 86 - CAOLA COMPANY                              | PO 32912 BLANKET - SERVICE                        | 790.75    | 790.75      |
| 1920 - CAVANAUGH'S INC.                         | PO 32420 BLANKET / PEST CONTROL                   | 1,655.00  | 1,655.00    |
| 2685 - CHERRY VALLEY TRACTOR SALES INC.         | PO 33066 BLANKET PARTS                            | 306.40    | 306.40      |
| 4101 - CHRISTINA F. WILKINSON DBA MAGNOLIA MOON | PO 33305 COVID 19 FULL PAGE AD DESIGN AND LAYOUT  | 990.00    | 990.00      |
| 1899 - CIFELLI ELECTRICAL INC.                  | PO 33076 BLANKET- QUAKER ROAD FLOOD GATE          | 1,407.32  | 1,407.32    |
| 1818 - CLEAN AIR COMPANY, INC.                  | PO 32974 INSPECTION AND MAINTENANCE OF THE EXHAUS | 1,520.60  | 1,520.60    |
| 263 - COMCAST CORPORATION                       | PO 33412 APRIL 2020                               | 485.66    | 485.66      |
| 109 - CONTINENTAL FIRE & SAFETY                 | PO 32862 BLANKET - FIRE EXTINGUISHERS/OXYGEN      | 504.00    | 504.00      |
| 2930 - CUSTOM CARE SERVICES, INC.               | PO 33188 RESOLUTION 2020-141                      | 1,973.70  | 1,973.70    |
| 1453 - DANIEL DOBROMILSKY & ASSOCIATES          | PO 29784 BLANKET - PLANNING CONSULTANT            | 375.00    |             |
|   | PO 31291 BLANKET FOR LANDSCAPE REVIEW             | 250.00    |             |
|   | PO 33238 TENACRE - LANDSCAPE REVIEW               | 375.00    | 1,000.00    |
| 1841 - DANZIGER & MARKHOFF, LLP                 | PO 33404 2019 Actuarial Report for GADB #75       | 975.00    | 975.00      |
| 1830 - DITSCHMAN-FLEMINGTON FORD                | PO 32396 BLANKET PARTS/SERVICE                    | 232.51    | 232.51      |
| 130 - DLT SOLUTIONS, LLC                        | PO 33291 ARCHITECTURE ENGINEERING & CONSTRUCTION  | 8,212.05  | 8,212.05    |
| 3598 - DOUG'S HOSE DUMMIES LLC                  | PO 33270 CMC PROSERIES XL ALUMINUM KEY LOCK CARAB | 1,635.00  | 1,635.00    |
| 2757 - DYNAMIC SECURITY, LLC                    | PO 32837 BLANKET - SECURITY / MAINTENANCE         | 3,235.00  | 3,235.00    |
| 1256 - EASTERN ARMORED SERVICES, INC.           | PO 32645 RESOLUTION # 2018-385: ARMORED CAR       | 25,056.00 | 25,056.00   |
| 1065 - EDWARD H. CRAY, INC.                     | PO 32291 RESOLUTION # 2020-32: TRAFFIC SIGNAL     | 422.50    | 422.50      |
| 3854 - ESO SOLUTIONS, INC.                      | PO 33366 CLOUD HOSTED FIREHOUSE RECORDS MANAGEMEN | 2,298.75  | 2,298.75    |
| 148 - FIRE & SAFETY SERVICES, LTD.              | PO 32682 BLANKET-SERVICE                          | 393.55    | 393.55      |
| 402 - FYR-FYTER SALES SERVICE INC.              | PO 33231 BLANKET/CONTRACTED SERVICES              | 716.35    | 716.35      |
| 158 - GALLS, LLC                                | PO 32672 BLANKET/CLOTHING                         | 1,461.47  |             |
|   | PO 32673 BLANKET/UNIFORMS                         | 1,353.64  | 2,815.11    |
| 169 - GRAMCO WORD PROCESSING, INC.              | PO 33123 LIBERTY DIGITAL RECORDING SYSTEM - HARDW | 1,045.00  | 1,045.00    |
| 172 - GREATER MERCER TMA                        | PO 32290 RESOLUTION #: 2019-393: FREE B           | 600.00    | 600.00      |
| 1717 - HARRY HAUSHALTER                         | PO 32626 RESOLUTION # 2020-7: TAX COUNSEL         | 11,277.00 | 11,277.00   |
| 186 - HESCO ELECTRIC SUPPLY CO. INC.            | PO 32429 BLANKET / SUPPLIES                       | 77.52     | 77.52       |
| 3907 - HOFFMAN INTERNATIONAL, INC.              | PO 32536 BLANKET PARTS                            | 1,342.07  | 1,342.07    |
| 2051 - INDUSTRIAL CHEMICAL LABS AND             | PO 32792 BLANKET / CHEMICALS                      | 651.22    | 651.22      |
| 2690 - INTERSTATE BATTERY                       | PO 32408 BLANKET BATTERIES                        | 79.95     | 79.95       |
| 4046 - JAMES R. IENTILE, INC.                   | PO 32265 RESOLUTION # 2019-382: DRAINAGE IMPROVE  | 5,923.61  | 5,923.61    |
| 1649 - JERSEY ELEVATOR                          | PO 32435 BLANKET / REPAIR & MAINTENANCE           | 1,104.55  | 1,104.55    |
| 3495 - JOHN DEERE & COMPANY                     | PO 31514 RESOLUTION # 2019-310: CART WITH SNOW P  | 25,802.54 | 25,802.54   |
| 212 - JOSEPH J. NEMES & SONS, INC.              | PO 33298 BLANKET/VEHICLE/EQUIP PARTS              | 62.11     | 62.11       |
| 4001 - KERACHSKY, STUART                        | PO 33374 REIMBURSEMENT OF PERFORMANCE BOND FOR P  | 1,000.00  | 1,000.00    |
| 1853 - KORWIN, KATHY                            | PO 32296 RESOLUTION # 2020-36: NURSING SERVICE    | 13,840.00 | 13,840.00   |
| 1610 - KUCKER-HANEY PAINT CO.                   | PO 33014 BLANKET/ATHLETIC FIELD PAINT             | 657.91    | 657.91      |
| 3733 - LACKEN, KIMBERLY                         | PO 32293 RESOLUTION # 2020-34: PROSECUTOR         | 4,119.21  | 4,119.21    |
| 227 - LANGUAGE LINE SERVICES                    | PO 32938 BLANKET / INTERPRETING                   | 62.90     | 62.90       |
| 1407 - LAW OFFICE OF KAREN L. CAYCI LLC.        | PO 30135 BLANKET - PROF. FEES                     | 4,092.00  |             |
|   | PO 32771 RESOLUTION # 2020-58: ADJUSTMENT ATTORN  | 528.00    |             |
|   | PO 32870 RESOLUTION # 2020-75: LITIGATION SERVIC  | 1,567.50  |             |
|   | PO 33391 PROFESSIONAL SERVICES FOR ZBA APPLICATIO | 165.00    | 6,352.50    |
| 2318 - LAWSOFT, INC.                            | PO 33271 NIBRS SERVER SIDE REPROTING INTERFACE TO | 20,000.00 | 20,000.00   |
| 4114 - LISANTI, MARIANGELA                      | PO 33387 ESCROW REFUND 17-290-20-019-738          | 387.00    | 387.00      |
| 1581 - LOWES                                    | PO 32643 BLANKET/SUPPLIES & MATERIALS             | 243.07    | 243.07      |
| 265 - MCMANIMON SCOTLAND BAUMANN                | PO 33136 PROFESSIONAL SERVICES RENDERED THROUGH 2 | 29,326.50 | 29,326.50   |
| 282 - MERCER COUNTY IMPROV AUTHORITY            | PO 32443 BLANKET / TRASH                          | 24,601.50 | 24,601.50   |

## List of Bills - Clearing Claims

Meeting Date: 06/08/2020 For bills from 05/27/2020 to 06/05/2020

| Vendor                                    | Description                                       | Payment      | Check Total  |
|---|---|--------------|--------------|
| 422 - MERCER GROUP INTERNATIONAL          | PO 30556 RESOLUTION # 2018-369/ DUMPSTERS         | 5,390.00     | 5,390.00     |
| 1526 - MID JERSEY MUNICIPAL JOINT INS.    | PO 33407 3rd Quarterly Liability Insurance        | 650,530.00   | 650,530.00   |
| 1524 - MIDDLESEX WELDING SALES            | PO 32498 BLANKET WELDING SUPPLY                   | 158.70       | 158.70       |
| 295 - MILLER, PORTER & MULLER             | PO 25116 BLANKET /LEGAL SERVICES                  | 612.50       |              |
|   | PO 28348 BLANKET - PROFESSIONAL FEES              | 262.50       |              |
|   | PO 29123 BLANKET - LEGAL SERVICES                 | 1,776.25     |              |
|   | PO 30419 BLANKET - LEGAL SERVICES                 | 341.25       |              |
|   | PO 31770 BLANKET - LEGAL SERVICES                 | 292.25       |              |
|   | PO 31907 BLANKET - LEGAL SERVICES                 | 1,031.25     |              |
|   | PO 31908 BLANKET - LEGAL SERVICES                 | 105.00       | 4,421.00     |
| 752 - MUNICIPAL EMERGENCY SERVICES        | PO 32740 BLANKET-SERVICE                          | 618.48       | 618.48       |
| 1496 - MURRAY III, THOMAS R               | PO 33372 2020 MEDICAL REIMBURSEMENT               | 400.00       | 400.00       |
| 1489 - NAPA AUTO PARTS                    | PO 32501 BLANKET PARTS                            | 141.98       | 141.98       |
| 2519 - NATURE'S CHOICE CORPORATION        | PO 32446 BLANKET / BRUSH                          | 2,625.00     | 2,625.00     |
| 1472 - NEW JERSEY ANALYTICAL LABORAT      | PO 32447 BLANKET / WATER ANALYSIS                 | 4,324.31     | 4,324.31     |
| 832 - NEW JERSEY AMERICAN WATER           | PO 33392 APRIL 2020                               | 2,435.15     |              |
|   | PO 33392 APRIL 2020                               | 326.47       | 2,761.62     |
| 832 - NEW JERSEY AMERICAN WATER           | PO 33402 MAY 2020                                 | 333.08       |              |
|   | PO 33402 MAY 2020                                 | 3,649.09     | 3,982.17     |
| 1032 - NJ AMERICA WATER - HYDRANT         | PO 33403 ACCT# 1018 210023719760 APR 18 - MAY 15  | 51,942.78    | 51,942.78    |
| 2134 - OFFICE BASICS INC.                 | PO 32306 BLANKET COPIER PAPER                     | 898.92       | 898.92       |
| 474 - ONE CALL CONCEPTS, INC.             | PO 32448 BLANKET / MARK OUTS                      | 337.12       | 337.12       |
| 591 - PACKET MEDIA LLC                    | PO 32328 2020 BLANKET/ADVERTISING ADS & NOTICES   | 0.60         |              |
|   | PO 32328 2020 BLANKET/ADVERTISING ADS & NOTICES   | 177.20       |              |
|   | PO 32868 BLANKET - ADVERTISEMENTS                 | 19.95        |              |
|   | PO 32869 BLANKET ADVERTISEMENTS                   | 19.95        |              |
|   | PO 32953 BLANKET FOR 2020 - ADVERTISING FEES FOR  | 108.75       | 326.45       |
| 3201 - PENN MEDICINE CORP PAY             | PO 32301 RESOLUTION # 2020-46: WELL BABY          | 480.00       | 480.00       |
| 1055 - PENN MEDICINE PRINCETON HEALTH     | PO 32674 BLANKET - PHYSICALS                      | 1,721.00     | 1,721.00     |
| 4115 - PHELPS CONSTRUCTION GROUP          | PO 33406 Special Duty Refund                      | 4,284.00     | 4,284.00     |
| 3393 - POLICE & SHERIFFS PRESS, INC.      | PO 32353 BLANKET - IDs                            | 17.55        | 17.55        |
| 1364 - PORRECA, SCOTT                     | PO 33332 2ND 2020 MED 2020                        | 1,320.75     | 1,320.75     |
| 592 - PRINCETON PUBLIC LIBRARY            | PO 33389 3Q20 Allocation Request                  | 1,100,000.00 | 1,100,000.00 |
| 594 - PRINCETON SENIOR RESOURCE CENTER    | PO 33379 MONTH PAYMENT FOR APRIL, MAY AND JUNE TO | 38,097.00    | 38,097.00    |
| 1277 - PRINCETON SUPPLY CORPORATION       | PO 32453 BLANKET / JANITORIAL SUPPLIES            | 554.73       | 554.73       |
| 603 - PSE&G CO                            | PO 33341 CP SOUTH ACCT 6707000918                 | 678.53       | 678.53       |
| 445 - PSE&G CO - SUMMARY ACCOUNT          | PO 33393 MAY 2020                                 | 30,050.90    | 30,050.90    |
| 445 - PSE&G CO - SUMMARY ACCOUNT          | PO 33394 MAY 2020                                 | 17,094.34    |              |
|   | PO 33394 MAY 2020                                 | 2,541.64     | 19,635.98    |
| 445 - PSE&G CO - SUMMARY ACCOUNT          | PO 33400 APRIL 2020                               | 1,660.27     | 1,660.27     |
| 4113 - RASTOGI, SHEFALI                   | PO 33386 ESCROW REFUND 17-290-20-019-775          | 472.25       | 472.25       |
| 4108 - REEDER, BARBARA                    | PO 33314 REIMBURSEMENT PAPER PLATES FOR HEALTH FR | 9.99         | 9.99         |
| 4086 - REMINGTON & VERNICK ENGINEERS, INC | PO 33142 RESOLUTION 2020-59                       | 13,860.31    | 13,860.31    |
| 2049 - REPUBLIC SERVICES #689             | PO 32455 BLANKET / RECYCLING                      | 1,979.69     | 1,979.69     |
| 835 - SOMERSET COUNTY EMERGENCY SERV      | PO 32677 BLANKET/TRAINING                         | 250.00       | 250.00       |
| 1223 - STOCKTON, DEANNA                   | PO 33370 REIMBURSEMENT FOR NJSME WEBINAR ON WEDNE | 49.00        | 49.00        |
| 1219 - STONY BROOK REG.SEW.AUTH.          | PO 33410 1st Quarter Industrial User Charge       | 5,567.70     | 5,567.70     |
| 1995 - STOUTS II INC                      | PO 32289 RESOLUTION # 2019-385: FREE B            | 687.50       | 687.50       |
| 989 - SUBURBAN PROPANE                    | PO 32462 BLANKET / PROPANE                        | 102.01       | 102.01       |
| 748 - SUNSET CREATIONS INC.               | PO 33190 RESOLUTION 2020-143                      | 23,598.00    |              |
|   | PO 33191 RESOLUTION 2020-144                      | 28,048.50    | 51,646.50    |
| 1207 - TAMASI, CONSTANTINO L.             | PO 33395 2ND QTR MED -GAP                         | 1,678.68     | 1,678.68     |
| 1206 - TAMASI, MARIANNE                   | PO 33396 2ND QTR MED - GAP                        | 1,678.68     | 1,678.68     |
| 2304 - THE BANK OF PRINCETON              | PO 33381 MONEY ORDERS FOR NJ STATE BACKGROUND CHE | 360.00       | 360.00       |
| 1044 - TOWNSHIP OF LAWRENCE               | PO 33245 GRIND AND REMOVE BRUSH AT ECOLOGICAL FAC | 2,500.00     | 2,500.00     |
| 960 - TRANS UNION RISK                    | PO 32347 BLANKET - SEARCHES AND LOOK UPS          | 165.20       | 165.20       |
| 3416 - TRANSLOC INC.                      | PO 33052 RESOLUTION # 2017-79 (MULTI-YEAR CONTRAC | 300.00       | 300.00       |
| 1459 - TREASURER, STATE OF NEW JERSEY     | PO 33242 MARRIAGE LICENSES ISSUED JAN - MARCH 202 | 225.00       | 225.00       |
| 211 - UNITED SITE SERVICES                | PO 32346 BLANKET - TEMPORARY REST ROOM            | 40.00        | 40.00        |
| 958 - V.E. RALPH AND SON, INC.            | PO 33195 BLANKET - MEDICAL SUPPLIES               | 59.95        | 59.95        |
| 408 - VECTOR SECURITY                     | PO 32767 BLANKET - SECURITY SYSTEMS               | 346.90       | 346.90       |
| 962 - VERIZON                             | PO 32788 BLANKET - TELEPHONE                      | 1,651.07     |              |

## List of Bills - Clearing Claims

Meeting Date: 06/08/2020 For bills from 05/27/2020 to 06/05/2020

| Vendor                             | Description                                       | Payment  | Check Total  |
|------------------------------------|---|----------|--------------|
|                                    | PO 32993 BLANKET - TELEPHONE                      | 2,393.69 | 4,044.76     |
| 20 - VERIZON                       | PO 33405 MAY 2020                                 | 5,220.59 | 5,220.59     |
| 2 - W.B MASON                      | PO 30168 BLANKET FOR 2019                         | 51.18    |              |
|                                    | PO 32321 BLANKET - OFFICE SUPPLIES                | 812.37   |              |
|                                    | PO 32326 2020 BLANKET/OFFICE SUPPLIES             | 65.92    |              |
|                                    | PO 32471 BLANKET / OFFICE SUPPLIES                | 34.51    |              |
|                                    | PO 32471 BLANKET / OFFICE SUPPLIES                | 123.11   |              |
|                                    | PO 32471 BLANKET / OFFICE SUPPLIES                | 147.19   |              |
|                                    | PO 32651 BLANKET/OFFICE SUPPLIES                  | 165.45   | 1,399.73     |
| 1024 - W.E. TIMMERMAN CO., INC.    | PO 32561 BLANKET PARTS / SERVICE                  | 1,020.57 | 1,020.57     |
| 1142 - WATCHUNG SPRING WATER       | PO 32262 BLANKET / WATER COOLERS                  | 348.00   | 348.00       |
| 1520 - WILLIAMS, DELORES A.        | PO 33371 REIMBURSEMENT FOR WEBINARS - ESTIMATED T | 150.00   | 150.00       |
| 1950 - WINDSTREAM                  | PO 33397 ACCOUNT# 609-688-AAAJ 302 4/24 - 5/23/2  | 1,812.66 |              |
|                                    | PO 33398 ACCOUNT#4034199 MAY 10 2020              | 1,756.23 | 3,568.89     |
| 2575 - WINNING TEAMS BY NISSEL LLC | PO 32652 BLANKET/FIELD PAINT                      | 164.99   | 164.99       |
| 1075 - YARDVILLE SUPPLY COMPANY    | PO 32472 BLANKET / SUPPLIES & MATERIALS           | 143.03   |              |
|                                    | PO 32665 BLANKET/TOOLS                            | 177.42   | 320.45       |
| TOTAL                              |   |          | 2,243,618.75 |

## Summary By Account

| ACCOUNT           | DESCRIPTION                          | CURRENT YR   | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|--------------------------------------|--------------|--------------|---------------|--------|
| 01-201-20-110-200 | MAYOR & COUNCIL OE                   | 1,475.66     |              |               |        |
| 01-201-20-111-200 | ADMINISTRATIVE & EXECUTIVE OE        | 29,686.50    |              |               |        |
| 01-201-20-120-200 | MUNICIPAL CLERK OE                   | 393.72       |              |               |        |
| 01-201-20-125-200 | INFORMATION TECHNOLOGY - OE          | 33,273.10    |              |               |        |
| 01-201-20-150-200 | ASSESSMENT OF TAXES OE               | 11,277.00    |              |               |        |
| 01-201-20-155-200 | LEGAL SERVICES & COSTS OE            | 1,567.50     |              |               |        |
| 01-201-20-165-200 | ENGINEERING SERVICES OE              | 49.00        |              |               |        |
| 01-201-20-175-200 | HISTORIC PRESERVATION COMMITTEE - OE | 19.95        |              |               |        |
| 01-201-21-180-200 | REGIONAL PLANNING BD. - TWP - OE     | 19.95        |              |               |        |
| 01-201-21-185-200 | ZONING COSTS - OE                    | 636.75       |              |               |        |
| 01-201-23-210-200 | LIABILITY INSURANCE OE               | 409,804.00   |              |               |        |
| 01-201-23-215-200 | WORKERS COMP. INSURANCE OE           | 240,726.00   |              |               |        |
| 01-201-23-220-200 | EMPLOYEE GROUP INSURANCE OE          | 6,799.11     |              |               |        |
| 01-201-25-240-200 | POLICE OE                            | 2,672.62     |              |               |        |
| 01-201-25-265-200 | FIRE OE                              | 8,362.08     |              |               |        |
| 01-201-25-266-200 | FIRE HYDRANT SERVICES OE             | 51,942.78    |              |               |        |
| 01-201-25-267-200 | FIRE FACILITIES OE                   | 5,023.93     |              |               |        |
| 01-201-25-268-200 | FIRE INSPECTOR OE                    | 1,363.24     |              |               |        |
| 01-201-25-275-200 | MUNICIPAL PROSECUTOR OTHER EXPENSES  | 4,119.21     |              |               |        |
| 01-201-26-290-200 | ROAD REPAIRS & MAINTENANCE OE        | 17,557.64    |              |               |        |
| 01-201-26-305-200 | GARBAGE & TRASH REMOVAL OE           | 26,581.19    |              |               |        |
| 01-201-26-310-200 | PUBLIC BUILDINGS & GROUNDS OE        | 3,896.54     |              |               |        |
| 01-201-26-315-200 | VEHICLE MAINT. - ADMIN. OE           | 1,778.04     |              |               |        |
| 01-201-27-330-200 | BOARD OF HEALTH OE                   | 14,551.99    |              |               |        |
| 01-201-27-331-200 | SUZANNE PATTERSON CENTER OE          | 38,097.00    |              |               |        |
| 01-201-27-346-200 | JT DRUG ABUSE PROGRAM - TWP - OE     | 1,558.23     |              |               |        |
| 01-201-28-370-200 | JOINT RECREATION BOARD OE            | 429.45       |              |               |        |
| 01-201-28-375-200 | PARK MAINTENANCE OE                  | 4,632.62     |              |               |        |
| 01-201-29-390-200 | JOINT PUBLIC LIBRARY OE              | 1,100,000.00 |              |               |        |
| 01-201-31-430-200 | ELECTRICITY & GAS OE                 | 16,823.18    |              |               |        |
| 01-201-31-431-200 | NATURAL GAS OE                       | 3,838.93     |              |               |        |
| 01-201-31-435-200 | STREET LIGHTING OE                   | 24,058.23    |              |               |        |
| 01-201-31-440-200 | TELEPHONE OE                         | 10,066.40    |              |               |        |
| 01-201-31-445-200 | WATER OE                             | 3,391.07     |              |               |        |
| 01-201-31-455-200 | SEWER FACILITIES OPERATING OE        | 12,809.02    |              |               |        |
| 01-201-31-457-200 | STONY BROOK INDUSTRIAL USER OE       | 5,567.70     |              |               |        |
| 01-201-43-490-200 | MUNICIPAL COURT OE                   | 2,227.90     |              |               |        |

| ACCOUNT               | DESCRIPTION                              | CURRENT YR          | APPROP. YEAR    | NON-BUDGETARY    | CREDIT              |
|-----------------------|--|---------------------|-----------------|------------------|---------------------|
| 01-203-20-130-200     | (2019) FINANCE ADMINISTRATION OE         |                     | 975.00          |                  |                     |
| 01-203-20-155-200     | (2019) LEGAL SERVICES & COSTS OE         |                     | 4,092.00        |                  |                     |
| 01-203-21-185-200     | (2019) ZONING COSTS - OE                 |                     | 51.18           |                  |                     |
| 01-207-55-100-000     | HEALTH DEPARTMENT FEES                   |                     |                 | 225.00           |                     |
| 01-260-05-100         | DUE TO CLEARING/CLAIMS                   |                     |                 | 0.00             | 2,102,420.41        |
| <b>TOTALS FOR</b>     | <b>CURRENT FUND</b>                      | <b>2,097,077.23</b> | <b>5,118.18</b> | <b>225.00</b>    | <b>2,102,420.41</b> |
| =====                 |  |                     |                 |                  |                     |
| 02-213-44-911-301     | CLEAN COMMUNITIES                        |                     |                 | 1,020.57         |                     |
| 02-260-05-100         | DUE TO CLEARING/CLAIMS                   |                     |                 | 0.00             | 1,020.57            |
| <b>TOTALS FOR</b>     | <b>GRANT FUND</b>                        | <b>0.00</b>         | <b>0.00</b>     | <b>1,020.57</b>  | <b>1,020.57</b>     |
| =====                 |  |                     |                 |                  |                     |
| 04-215-15-007-000-000 | Ordinance 2015-7 Various Imprv           |                     |                 | 790.75           |                     |
| 04-215-17-037-000-000 | Ordinance 2017-37 Various Capital Imprv  |                     |                 | 51,646.50        |                     |
| 04-215-18-007-000-000 | Ordinance 2018-7 Various Capital Imprv   |                     |                 | 1,725.04         |                     |
| 04-215-19-021-000-000 | Ordinance 2019-21 Various Capital Imprv  |                     |                 | 44,283.92        |                     |
| 04-260-05-100         | DUE TO CLEARING/CLAIMS                   |                     |                 | 0.00             | 98,446.21           |
| <b>TOTALS FOR</b>     | <b>GENERAL CAPITAL FUND</b>              | <b>0.00</b>         | <b>0.00</b>     | <b>98,446.21</b> | <b>98,446.21</b>    |
| =====                 |  |                     |                 |                  |                     |
| 05-201-02-007-200     | PARKING OE                               | 28,380.30           |                 |                  |                     |
| 05-201-02-009-000     | JITNEY EXPENSES                          | 1,587.50            |                 |                  |                     |
| 05-260-05-100         | DUE TO CLEARING/CLAIMS                   |                     |                 | 0.00             | 29,967.80           |
| <b>TOTALS FOR</b>     | <b>PARKING UTILITY OPERATING FUND</b>    | <b>29,967.80</b>    | <b>0.00</b>     | <b>0.00</b>      | <b>29,967.80</b>    |
| =====                 |  |                     |                 |                  |                     |
| 17-260-05-100         | Due To Claims/Clearing                   |                     |                 | 0.00             | 7,445.25            |
| 17-290-20-000-000     | PROFESSIONAL FEES                        |                     |                 | 6,445.25         |                     |
| 17-290-30-000-000     | CERTIFICATE OF OCCUPANCY/STREET OPENINGS |                     |                 | 1,000.00         |                     |
| <b>TOTALS FOR</b>     | <b>ESCROW</b>                            | <b>0.00</b>         | <b>0.00</b>     | <b>7,445.25</b>  | <b>7,445.25</b>     |
| =====                 |  |                     |                 |                  |                     |
| 21-260-05-100         | DUE TO CLAIMS/CLEARING                   |                     |                 | 0.00             | 4,284.00            |
| 21-285-56-084-333     | SPECIAL DUTY                             |                     |                 | 4,284.00         |                     |
| <b>TOTALS FOR</b>     | <b>TRUST FUND</b>                        | <b>0.00</b>         | <b>0.00</b>     | <b>4,284.00</b>  | <b>4,284.00</b>     |
| =====                 |  |                     |                 |                  |                     |
| 40-201-20-105-200     | AFFORDABLE HOUSING BOARD OE              | 34.51               |                 |                  |                     |
| 40-260-05-100         | DUE TO CLAIMS/CLEARING                   |                     |                 | 0.00             | 34.51               |
| <b>TOTALS FOR</b>     | <b>AFFORDABLE HOUSING UTILITY</b>        | <b>34.51</b>        | <b>0.00</b>     | <b>0.00</b>      | <b>34.51</b>        |
| =====                 |  |                     |                 |                  |                     |

|  |              |
|--|--------------|
| Total to be paid from Fund 01 CURRENT FUND                   | 2,102,420.41 |
| Total to be paid from Fund 02 GRANT FUND                     | 1,020.57     |
| Total to be paid from Fund 04 GENERAL CAPITAL FUND           | 98,446.21    |
| Total to be paid from Fund 05 PARKING UTILITY OPERATING FUND | 29,967.80    |
| Total to be paid from Fund 17 ESCROW                         | 7,445.25     |
| Total to be paid from Fund 21 TRUST FUND                     | 4,284.00     |
| Total to be paid from Fund 40 AFFORDABLE HOUSING UTILITY     | 34.51        |
|  | -----        |
|  | 2,243,618.75 |



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Engineering

**AGENDA ITEM**

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**Completion Time Extension to October 31, 2020 for 153 Witherspoon Street (Block 24.01, Lots 4 & 8)**

**ATTACHMENTS:**

- 153 Witherspoon scan (PDF)







**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Engineering

**AGENDA ITEM**

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**Release of Cash Performance Guaranty in the Amount of \$22,000.00  
to 256 Nassau Street LLC for 254-258 Nassau Street (Block 30.02, Lots  
78 & 92) Minor Site Plan Front Porch and Deck**

**ATTACHMENTS:**

- 254-256 Nassau Street (PDF)

**ENGINEERING DEPARTMENT**

DATE: April 23, 2020  
TO: Marc Dashield, Princeton Administrator  
FROM: Deanna Stockton, PE, CME, Municipal Engineer DLS  
Jack M. West, P.E., P.P., Land Use Engineer *JMW*  
PROJECT: **Application of 256 Nassau Street, LLC**  
**254-258 Nassau Street**  
**Minor Site Plan - front porch and deck**  
**Block 30.02 Lots 78 & 92, Zone NB**  
Applicant: 256 Nassau Street, LLC  
1 Cleveland Lane  
Princeton, NJ 08540

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|                                     |                           |                                     |            |                          |               |                          |           |
|-------------------------------------|---------------------------|-------------------------------------|------------|--------------------------|---------------|--------------------------|-----------|
| <input checked="" type="checkbox"/> | Performance Guaranty      | <input checked="" type="checkbox"/> | Reduction  | <input type="checkbox"/> | Release       | <input type="checkbox"/> | Extension |
| <input type="checkbox"/>            | Maintenance Guaranty      | <input type="checkbox"/>            | Acceptance | <input type="checkbox"/> | Release       | <input type="checkbox"/> | Extension |
| <input type="checkbox"/>            | Completion Time Extension |                                     |            | <input type="checkbox"/> | Status Report |                          |           |

This office has received a request from the applicant in relation to the above project. Pertinent project information on file prior to this request is as follows:

1. Performance Guaranty:  
Expiration Date: n/a

Form: cash

Amount: \$22,000.00 - cash  
Held by the Municipality

All work for the above referenced project has been satisfactorily completed. It is therefore recommended that the performance guaranty be released at this time along with any remaining escrows and inspection fees. Please note that no maintenance guaranty is required.

If you have any questions, please contact me.

cc: Sandra Webb, CFO



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Engineering

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**AGENDA ITEM**

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**Release of Cash Maintenance Guaranty in the Amount of \$1,174.32,  
Along With Any Remaining Escrow and Inspection Fees, to 160  
Spoon, LLC for 160 Witherspoon Street (Block 17.03, Lot 104)  
Administrative Waiver**

ATTACHMENTS:

- 160 Witherspoon Street (PDF)

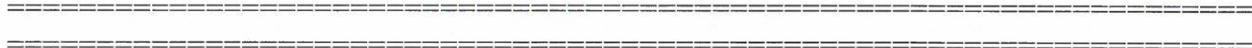
**DEPARTMENT OF ENGINEERING**

DATE: April 23, 2020  
TO: Marc Dashield, Princeton Administrator  
FROM: Deanna Stockton, P.E. C.M.E., Municipal Engineer **DLS**  
Jack M. West, P.E., P.P., Land Use Engineer *JMW*

PROJECT: **160 Witherspoon Street; Block 17.03 Lot 104**

**Administrative Waiver**

Applicant: Attn. Jim Banks  
160 Spoon, LLC  
190 Witherspoon Street  
Princeton, NJ 08540



|                                     |                           |                          |            |                                     |               |                          |           |
|-------------------------------------|---------------------------|--------------------------|------------|-------------------------------------|---------------|--------------------------|-----------|
| <input type="checkbox"/>            | Performance Guaranty      | <input type="checkbox"/> | Reduction  | <input type="checkbox"/>            | Release       | <input type="checkbox"/> | Extension |
| <input checked="" type="checkbox"/> | Maintenance Guaranty      | <input type="checkbox"/> | Acceptance | <input checked="" type="checkbox"/> | Release       | <input type="checkbox"/> | Extension |
| <input type="checkbox"/>            | Completion Time Extension |                          |            | <input type="checkbox"/>            | Status Report |                          |           |

This office has received a request from the applicant in relation to the above project. Pertinent project information on file prior to this request is as follows:

**1. Performance Guaranty:**

Expiration Date: n/a

Amount: \$7,045.092 – bond  
\$882.88 – cash

Form: Bond No. 1116691

Issued by: HSBC Bank USA, N.A.

**2. Maintenance Guaranty**

Expiration Date:

Amount: \$1,174.32 – CASH

Form:

Held by Municipality

All work for the above referenced project has been satisfactorily completed. It is therefore recommended that the maintenance guaranty be released at this time along with any remaining escrows and inspection fees.

Please contact me if there are any questions.

cc: Sandra Webb, CFO  
Rosanna Roberto, Administrative Assistant



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 06/08/20 06:00 PM  
Department: Engineering

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**AGENDA ITEM**

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**Release of Cash Performance Guaranty in the Amount of \$8191.20 to 303 Witherspoon Street, LLC for 303 Witherspoon Street (Block 7102, Lot 5) Major Site Plan, Contingent Receipt of a Two-year Maintenance Guaranty in the Amount of \$1,228.68, Which is the 15% of the Original Performance Guaranty Amount**

**ATTACHMENTS:**

- 303 Witherspoon Street (PDF)

