

UNAPPROVED
BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: June 8, 2017 – 7:30 p.m. – Location: 97 West Main St., High Bridge, NJ 08829

Please note: This meeting may contain discussion of items not mentioned on the agenda and, alternatively, any items specifically listed may be omitted.

CALL TO ORDER:

Mayor calls meeting to order and states: "Pursuant to the Open Public Meetings Act, notice of 2017 regular meeting dates were published in the Hunterdon County Democrat and Express Times on December 16, 2016, and posted on the bulletin board at Borough Hall. Action may now be taken."

FLAG SALUTE: LED BY MAYOR OR PRESIDING OFFICER

ROLL CALL:

Councilman LoIacono, absent; Councilwoman Shipps, present; Councilman Strange, present; Councilwoman Hughes, present; Councilman Stemple, present; Council President Zappa, present; Mayor Desire, present. Also present were Attorney Barry Goodman, Administrator Michael Pappas, Acting Clerk Adam Young, Police Chief Bartman, and twelve public and press.

READING AND APPROVAL OF MINUTES: MINUTES – MAY 25, 2017

Motion to dispense with the reading of the May 25, 2017 minutes: Hughes; Second: Strange;
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

Motion to approve the May 25, 2017 minutes: Zappa; Second: Strange
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

OATHS/APPOINTMENTS: NONE

PROCLAMATIONS/AWARDS:

- A. Friend of High Bridge - Sal Albanese – presented and recognized for his efforts with the construction of the new Borough Hall, 97 West Main St. Award will be sent.

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Christina Whited thanked Council and Chief Bartman for his work on the Main Street parking assessment. Discussion ensued about how to utilize the Commons lot for parking for Main Street shopping, the signage Ordinance, steps on the front of businesses, High Bridge's ability to encourage businesses to come in.

A motion was made to move the public hearing of Ordinance 2017-14: Towing to after Discussion items:
Motion: Strange; Second: Zappa
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

DISCUSSION ITEMS:

Motion to discuss item G last in the discussion items: Zappa; Second: Strange;
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

Motion to add items K. Old Borough Hall sale update and L. Sewer litigation update to discussion items:

Motion: Zappa; Second: Strange;

Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Motion passes: 5 yes, 1 absent

- A.** Easement connecting the Commons Park to 71 Main Street - Administrator Pappas reported speaking to all the property owners who may be involved in the creation of a lit pathway behind Old B. Hall.
- B.** Zoning map correction – The 200' list has been generated by the Tax Assessor and the mailers and Ordinance are being prepared.
- C.** Mill Street - Council discussed receiving a grant for this work and is expecting to receive bids soon. Discussion ensued about the use of the fence and if it is needed, the banners hung on the fence.
- D.** Landlord registration relief – The request of landlord relief and the number of prior notices given/advertised was discussed by Council. No action was taken.
- E.** Solitude bid - Administrator Pappas reviewed the process that the Solitude Caretaker Bid has taken up until this point. Council discussed the items in the single bid received and noted the items listed did not conform to the vision intended for the position.
- F.** Garbage pickup issue - Administrator Pappas and Council discussed in individual's issue with garbage pickup, the timeline of the issue as reported, the request for a credit, and the process for which the issue was taken care of. No action was taken.
- G.** Main Street parking - Chief Bartman discussed some issues with parking on Main Street that were reported, the use of Ordinances to change distances pertaining to parking stalls, and particular areas affected. Discussion ensued about approval by the County, considerations of single-sided parking, specification of what types of vehicles can be in spaces, a comprehensive discussion of parking permits, and timelines for dealing with the entire parking scenario, and if testing different scenarios of parking affects safety.
- H.** Landscaping on municipal complex - the Mayor discussed and appointed members of Council to review the landscaping in the municipal complex.
- I.** Award of contract – SeamlessGov - Administrator Pappas explained the use of SeamlessGov to create efficiencies with technology in the permitting processes and the efficiencies created by this program.
- J.** Appointment of Acting Council President - Attorney Goodman updated Council about the Statute in New Jersey that the senior Councilperson with the most tenure to be appointed to run the meeting in the absence of the Mayor or Council President.
- K.** Old Borough Hall sale - The Mayor announced that there are some people involved and with interest for proposals to utilize the old Borough Hall at 71 Main St. Discussion ensued about how to form a request for proposal based on potential ideas, income potential on particular bids, and approaches to look at realistic valuation of the property.
- L.** Sewer litigation update - The Mayor proposed a meeting with Clinton Town to discuss the sewer issue.

Resolution 146-2017 – Motion to approve Resolution 146-2017, appointing the Acting Council President:

No motion, no second. No vote taken.

PUBLIC HEARINGS:

A. **Ordinance 2017-14:** Towing

Motion to open the public hearing for **Ordinance 2017-14:** Zappa; Second, Shipps;

Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Motion passes: 5 yes, 1 absent

Chief Bartman discussed the need to have very specific Ordinances in place for charging towing fees, the use of particular equipment for towing, and specific towing services. Council discussed how the towing fees were elected, how many towing services are maintained by the Borough, and how the utilization rotation is operated.

Motion to close the public hearing for **Ordinance 2017-14:** Strange; Second, Shipps;

Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Motion passes: 5 yes, 1 absent

Motion to adopt **Ordinance 2017-14**: Strange; Second, Shipps;
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

OLD BUSINESS: NONE

INTRODUCTION OF ORDINANCES:

A. Ordinance 2017-15: Appropriating \$41,600.00 from the capital improvement fund for the purchase of a 12” capacity brush chipper

Motion to table the introduction of **Ordinance 2017-15** to the next meeting: Zappa; Second, Strange;
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

NEW BUSINESS: NONE

CONSENT AGENDA:

All matters listed under the Consent Agenda are considered to be routine by the Borough Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent Agenda and will be considered separately.

Motion to amend Resolution 147-2017, SeamlessGov amount to \$5,000.00: Strange, Second: Stemple;
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

| RESOLUTION # | TITLE |
|---------------------|--|
| Resolution 147-2017 | Award of Contract – Seamless Gov |
| Resolution 148-2017 | 20 Main St Recycling and Trash agreement |
| Resolution 149-2017 | Plenary license approval – Riverside Liquors |
| Resolution 150-2017 | Plenary license approval – Mrs. Riley’s |

Motion to approve the consent agenda items (add “as amended” if needed): Hughes; Second: Shipps;
Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Motion passes: 5 yes, 1 absent

WRITTEN COMMUNICATIONS:

- A.** Landlord relief request email
- B.** Garbage pickup issue email
- C.** Parking information sheets

PUBLIC COMMENTS: 3 MINUTES PER PERSON

It is the policy of the Borough Council that all public comments on an issue shall be limited to three (3) minutes per person. No debating between residents. Comments should be addressed to Mayor and Council at the public microphone.

Christina Whited discussed parking twenty years ago on Main St. and the impact of moving cars then and now, additional parking spaces available ten years ago and the County's involvement, a proposal for single-side parking, and the need for additional parking spaces on Main St. Pablo Delgado spoke about exploring, with business owners, the ability to link rear properties on Main St the ability to utilized a linked area for parking. Pablo discussed the possibility of putting landlord fees on the utility bill or tax bill to integrate. Discussion ensued about the use of SeamlessGov for reminders.

LEGAL ISSUES: NONE

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$334,557.91**

Motion to approve bill list: Strange; Second: Zappa

Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Motion passes: 5 yes, 1 absent

Councilwoman Shipps abstained from anything Police related. Councilman Stemple abstained from anything Fire Department related.

EXECUTIVE SESSION: REAPPOINTMENT OF TAX ASSESSOR

Resolution 151-2017 - Motion to move into executive session: Strange; Second: Zappa;

Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Motion passes: 5 yes, 1 absent

Motion to move into open session: Strange; Second: Zappa;

Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Motion passes: 5 yes, 1 absent

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS.

Council discussed how a Tax assessor position is a 4 year appointment and reappointment is with tenure, and that the position is closely monitored by the County Board of Taxation. The Tax Assessor explained the importance of good customer service and ratable items.

Motion to adjourn: Strange; Second: Zappa

Roll call vote: LoIacono, absent; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Motion passes: 5 yes, 1 absent

Meeting ended at 9:27 P.M.

Next Council Meeting: June 22, 2017 - 7:30 pm – 97 West Main Street, High Bridge NJ, 08829

Adam Young
Acting Municipal Clerk

Mark Desire
Mayor

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

Assistant Director of Recreation Program - Matthew Furka

RESOLUTION: xxx-2017

ADOPTED: pending

WHEREAS, The Council of the Borough of High Bridge, Hunterdon County, New Jersey, wishes to make the general appointments for the position of Assistant Director of the Recreation Program and,

WHEREAS, Matthew Furka has accepted to fill the vacant seat, and

NOW, THEREFORE, The Mayor and Council of the Borough of High Bridge, Hunterdon County, State of New Jersey, hereby appoint Matthew Furka to the position of Assistant Director of the Recreation Program pending the successful completion of a background check.

Tabled to next: 06/08/2017

Introduction:

Publication:

Adoption:

Publication:

Ordinance 2017-15
Borough Of High Bridge
County Of Hunterdon
State Of New Jersey

ORDINANCE APPROPRIATING \$41,600.00 FROM THE CAPITAL IMPROVEMENT FUND FOR THE PURCHASE OF A 12" CAPACITY BRUSH CHIPPER IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

BE IT ORDAINED BY THE BOROUGH COMMON COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY AS FOLLOWS:

Section 1. \$41,600.00 is hereby appropriated from the Capital Improvement Fund for the purchase of a 12" capacity brush chipper, including all work and materials necessary therefore and incidental thereto in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough").

Section 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. This ordinance shall take effect as provided by the law.

Introduction
Publication (summary)
Planning Board
Possible Adoption
Adoption
Publication (Title)

Ordinance 2017-16
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY

Amending Zoning Map and Land Use Ordinance
To Extend Boundaries of R-4 High Density Residential Zone
To Include Additional Lot

WHEREAS, the Land Use Ordinance and Zoning Map designate certain properties in the “DB” Downtown Business zone that neighbor the R-4 High Density Residential zone; and

WHEREAS, the property is of a character that should be considered for inclusion in the R-4 zone.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey, as follows:

1. The Official Zoning Map of the Borough is hereby amended in order to remove the following property from the “DB” zoning district and to include the property in the “R-4” zoning district:

Block 19, Lot 64

2. Chapter 145 of the Code of the Borough of High Bridge, “Land Use and Development” (2005), Section 202 entitled “Zoning Map,” is hereby amended and supplemented so that it shall now reference that an amendment to the Official Zoning Map of the Borough of High Bridge has been effectuated with the adoption of this Ordinance.

3. All other Ordinances or parts of Ordinances inconsistent herewith are hereby amended only as to such inconsistency.

4. In the event that any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

5. This Ordinance shall take effect upon final passage and publication in accordance with the law, and upon filing a certified copy thereof with the Hunterdon County Planning Board.

ATTEST:

Adam Young
Municipal Acting Clerk

Mark Desire
Mayor

Introduced:
Published:
Adopted:
Published:

ORDINANCE #2017-17

**BOROUGH OF HIGH BRIDGE
HUNTERDON COUNTY, NEW JERSEY**

**ORDINANCE AUTHORIZING TAX EXEMPTION AND PAYMENT IN
LIEU OF TAXES PURSUANT TO NJSA 40A:21-1 ET SEQ. IN
CONNECTION WITH THE CONSTRUCTION OF IMPROVEMENTS AT
PROPERTY LOCATED AT 20 MAIN STREET, BLOCK 29.01, LOT 3**

WHEREAS, the Borough of High Bridge pursuant to Resolution 95-27 has designated the entire Borough to be an area in need of rehabilitation, pursuant to *N.J.S.A.* 40A:12A-1, *et seq.*; and

WHEREAS, on February 9, 2006, the Borough Council adopted Ordinance 2006-3 to permit tax exemptions and abatements for commercial and industrial structures pursuant to *N.J.S.A.* 40A:21-10; and

WHEREAS, on February 11, 2016 the Borough Council adopted Ordinance 2016-5 which readopted Chapter 365 and permitted tax exemptions and abatements for multiple dwellings; and

WHEREAS, High Bridge Gateway, LLC currently owns the Premises at 20 Main Street, Block 29.01, Lot 3 (the "Premises") and is developing the Premises for a commercial project consisting of approximately 7 residential dwelling units and retail space (the "Project"); and

WHEREAS, High Bridge Gateway LLC applied to the Borough for a tax exemption pursuant to the Five Year Exemption and Abatement Law, *N.J.S.A.* 40A:21-1 *et seq.* with respect to the Project (the "Application"); and

WHEREAS, High Bridge Gateway LLC has proposed to pay an Annual Service Charge in lieu of taxes on the improvements on the Premises on a five-year phase-in basis pursuant to Chapter 365-6 of the Borough Ordinances and *N.J.S.A.* 40A:21-10; and

WHEREAS, the Mayor of the Borough of High Bridge has recommended the approval of the Application.

WHEREAS, the Borough Council adopted a Resolution approving the Application of High Bridge Gateway LLC; and

WHEREAS, the Borough Council has determined that it is in the best interest of the Borough to grant a tax exemption and enact this Ordinance to allow High Bridge Gateway LLC to obtain a program for payments in lieu of taxes on the improvements on the Premises, and to approve a financial agreement, in the form attached hereto and incorporated herein as **Exhibit A** (the "Financial Agreement"), as a means of facilitating the same; and

WHEREAS, the Borough Council has determined that the Project will result in significant benefits to the Borough, including the redevelopment of an existing dilapidated structure, and the creation of jobs during construction and new business that will contribute to the economic growth of the Borough, and the Project can result in significant benefits to the Borough which are far greater to the Borough than the cost, if any, associated with the grant of a tax exemption for the Property; and

NOW, THEREFORE, BE IT ORDAINED, that the Borough Council hereby approves the Financial Agreement between the Borough and High Bridge Gateway, LLC, attached hereto as **Exhibit A**, pursuant to the Five Year Exemption and Abatement Law, *N.J.S.A. 40A:21-1 et. seq.*, and approves the Annual Service Charges set forth in the Financial Agreement, and hereby authorizes the Mayor to execute such Financial Agreement.

Mark Desire, Mayor

ATTEST:

Adam Young, Acting Clerk

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION: ???-2017

ADOPTED: pending

**Resolution Requesting Approval of Items of Revenue Appropriation
NJS 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$9,113.76, which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: Clean Communities. Pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$9,113.76 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: Clean Communities.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

REJECTION OF BIDS – Solitude House Caretaker

RESOLUTION: xxx-2017

ADOPTED: pending

WHEREAS, on May 18, 2017 one bid was opened for the position of Caretaker of Solitude House, and

WHEREAS, the Borough reserved the right to reject all bids with regard to the selection of said caretaker, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and in the State of New Jersey that all bids received are hereby rejected.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

Award of Contract – Powerco, Inc.

RESOLUTION: xxx-2017

DATE: pending adoption

WHEREAS, the Borough of High Bridge wishes to purchase a diesel zero turn mower, and

WHEREAS, three quotes were received:

| | |
|--------------------|-------------|
| Powerco, Inc | \$12,300.00 |
| Frank Rymon & Sons | \$12,597.00 |
| PowerPlace | \$17,308.30 |

WHEREAS, Powerco, Inc. had the lowest price of \$12,300.00, and

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve the award of contract to Powerco, Inc.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Capital -#309702 – not to exceed \$12,300.00



Bonnie Ann Fleming
Chief Financial Officer

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**APPROVE HIGHLANDS REDEVELOPMENT PLAN OF 100 WEST
MAIN STREET**

RESOLUTION: xxx-2017

ADOPTED: pending

WHEREAS, Maser Consulting has prepared a proposal for a redevelopment plan of 100 West Main Street, High Bridge, NJ, with the Block of 24, and the lot of 16, and,

WHEREAS, Maser Consulting can commence work upon receipt of a Resolution passed by the High Bridge Council,

WHEREAS, this project will utilize Highlands performance grant funds, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and in the State of New Jersey approve the Highlands redevelopment plan of 100 West Main Street as proposed.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

Reappointment of Tax Assessor

RESOLUTION: xxx-2017

ADOPTED: pending

WHEREAS, the Borough of High Bridge currently employs Ann Marie Obiedzinski as Part Time Tax Assessor, and

WHEREAS, NJSA 40A: 9-148 states: "Every municipal tax assessor and deputy assessor shall hold his office for a term of 4 years from the first day of July next following his appointment. Vacancies other than due to expiration of term shall be filled by appointment for the un-expired term."

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of High Bridge that Ann Marie Obiedzinski be appointed part-time Tax Assessor for a term from July 1, 2017 through June 30, 2021.

BE IT FURTHER RESOLVED that the hours shall be set as follows:

Mondays - 4:00 p.m. - 6:00 p.m. excluding holidays

The hours so stated may be subject to change from time to time with the approval of the Borough Administrator or the Council President.

ATTEST:

Adam Young Acting Clerk

Mark Desire, Mayor

CERTIFICATION

I, Adam Young, Acting Clerk, hereby certify that this resolution was duly adopted by the Borough of High Bridge Common Council at a meeting duly held on the ____ day of June, 2017; that this resolution has not been amended or repealed; and that it remains in full force and effect as of the date I have subscribed my signature.

Adam Young, Acting Clerk

EXHIBIT A

PILOT APPLICATION

Application for Tax Exemption Under Short Term Tax Exemption Law

Submitted to Borough of High Bridge, New Jersey

By: High Bridge Gateway, LLC
c/o R. Fernandes Homes
25 Mountainview Boulevard, Suite 200
Basking Ridge, New Jersey 07920

High Bridge Gateway, LLC ("Applicant") hereby requests that the Borough of High Bridge (the "Borough") approve a financial agreement substantially in accordance with the terms of the draft of an agreement ("Financial Agreement") attached hereto as Exhibit A, providing that certain improvements constructed by Applicant shall be exempt from real estate taxes for a period of five (5) years, and further providing for Applicant to make annual service charge payments in an amount not less than a given percentage of taxes otherwise due, in amounts beginning at zero and increasing by twenty (20%) percent annually from the project owned by Applicant, as provided in the Short Term Tax Exemption Law (N.J.S.A. 40A:21-10).

Proposed Project

Applicant will redevelop a property designated as Block 29.01, Lot 3 on the tax map of the Borough of High Bridge (the "Property"). Applicant proposes to construct 6 residential dwelling units (the "Project"). The Project design is consistent with the zoning ordinance and Master Plan of the Borough. The estimated completion date of the Project is July 1, 2017. Attached hereto as Exhibit B is a Site Plan of the Project. Copies of the proposed lease for the Project is enclosed as Exhibit C.

Applicant estimates that the cost to complete the Project is \$500,000.00.

Applicant estimates that 2 part-time employees will be employed at the Property within two years of completion of the Project.

The Project will result in significant economic and other benefits to the Borough by attracting residents and providing much-needed attractive quality housing, and that such benefits are far greater to the Borough than the cost, if any, associated with the Financial Agreement.

In addition, the Applicant certifies that the assistance provided to the Project pursuant to the Financial Agreement will be a significant inducement to Applicant in Applicant's decision to proceed with the Project. The assistance for which Applicant applies here

further represents a significant inducement to Applicant to upgrade the quality and architectural design of the proposed building, and to provide the community with the revitalization it requires.

Applicant requests that the Borough approve a financial agreement substantially in accordance with the terms of the draft of an agreement ("Financial Agreement") attached hereto as Exhibit A, providing that the improvements to be constructed and owned by Applicant shall be exempt from real estate taxes, and further providing for Applicant to make annual service charge payments on an escalating scale, beginning at 0 and increasing by 20% of the tax otherwise due annually over five years, as provided in the Short Term Tax Exemption Law (N.J.S.A. 40A:21-10).

The real property taxes currently assessed are \$88,000 for the land, and the annual taxes are \$4,758.50.

The proposed structure of payments is as follows:

| <u>Year</u> | <u>Percentage</u> |
|-------------|-------------------|
| 1 | 0% |
| 2 | 20% |
| 3 | 40% |
| 4 | 60% |
| 5 | 80% |

After the expiration of the five-year period and following thereafter, full real property taxes shall be due.

The following represents the name and addresses of all stock holders or partners owing a 10% or greater interest in the Applicant. If one or more of the above named s itself a corporation, partnership, or entity, I have annexed hereto the names and addresses of anyone owing a 10% or greater interest therein.

| <u>Name of Owner(s)</u> | <u>Address</u> | <u>Percent Owned</u> |
|-------------------------|---|----------------------|
| Robert Fernandes | 25 Mountainview Boulevard Suite 200 Basking Ridge, NJ 07920 | 100% |

Respectfully Submitted,

High Bridge Gateway, LLC

By: 
Robert Fernandes

Attachments:

- Exhibit A: Financial Agreement
- Exhibit B: Site Plan
- Exhibit C: Proposed Lease Form

EXHIBIT A TO PILOT APPLICATION

(FINANCIAL AGREEMENT)

FINANCIAL AGREEMENT

BETWEEN

BOROUGH OF HIGH BRIDGE

and

HIGH BRIDGE GATEWAY LLC

Dated: _____, 2017

Five-Year Exemption Pursuant to

N.J.S.A 40A:21-1 et seq.

THIS FINANCIAL AGREEMENT (“this Agreement”), made as of the ____ day of _____, 2017, by and between **HIGH BRIDGE GATEWAY, LLC** (“Redeveloper”), qualified to do business under the provisions of the Five-Year Exemption and Abatement Law, N.J.S.A. 40A:21-1 et. seq. (the “Abatement Law”), having its principal office located c/o R. Fernandes Homes, 25 Mountainview Boulevard, Suite 200, Basking Ridge, New Jersey 07920, and **BOROUGH OF HIGH BRIDGE** (“Borough”), a municipal corporation in the County of Hunterdon and the State of New Jersey, whose offices are located at 97 West Main Street, High Bridge, New Jersey 08829.

WHEREAS, the High Bridge Borough Council (the “Council”) adopted Resolution 95-27 designating the Borough to be in need of rehabilitation in accordance with the Local Redevelopment and Housing Law, N.J.S.A 40A:12A-1 et. seq. (“Redevelopment Law”); and

WHEREAS, Redeveloper proposed to redevelop Block 29.01, Lot 3 (the “Project Site”), by developing a commercial project consisting of the construction of approximately 7 residential dwelling units, together with parking areas (the “Project”); and

WHEREAS, the Redeveloper has obtained preliminary and final major site plan approval for the development of the Project Site entitled “High Bridge Gateway” (the “Major Site Plan”); and

WHEREAS, the Major Site Plan has been reviewed and found consistent with the Borough’s goals for redeveloping said Project Site; and

WHEREAS, the Borough adopted Ordinance 2006-3 on February 9, 2006 adopting Chapter 365 to permit tax exemptions and abatements for commercial and industrial structures pursuant to N.J.S.A. 40A:21-10 of the Abatement Law; and

WHEREAS, the Borough adopted Ordinance 2016-5 on February 11, 2016 readopting Chapter 365 and permitting tax exemptions and abatement for multiple dwellings; and

WHEREAS, the Borough has determined that it is in the best interest of the Borough to grant a tax exemption, and has enacted Ordinance _____ adopted on _____, 2017 to allow the Redeveloper to obtain an abatement with respect to the improvements in the Project and make payments in lieu of real estate taxes; and

WHEREAS, the Council gave substantial consideration to the Project and accepted the request of Redeveloper for a short-term tax exemption pursuant to the Abatement Law, as evidenced by an application requesting such Five-Year Tax Exemption (attached hereto as Exhibit A); and

WHEREAS, the Council determined the Project's design is consistent with the Master Plan of the Borough, and no businesses or residences were displaced or relocated as a result of the development of the Project; and

WHEREAS, the Borough has determined that the Project will result in significant economic and other benefits to the Borough by attracting residents and providing much-needed attractive quality housing, and that such benefits are far greater to the Borough than the cost, if any, associated with this Agreement; and

WHEREAS, the Borough did grant its approval for such Project to be developed and maintained upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and for other good and valuable consideration, it is mutually covenanted and agreed as follows:

ARTICLE I - GENERAL PROVISIONS

Section 1.1 Governing Law. This Agreement shall be governed by the provisions of the Abatement Law, it being expressly understood and agreed that the Borough relies upon the facts, data, and presentations contained in the application (the "Application") submitted by Redeveloper in connection herewith, in granting this tax exemption.

Section 1.2 General Definitions. Unless specifically provided otherwise or the context otherwise requires, the following terms when used in this Agreement shall mean:

(a) Annual Service Charge. The amount that Redeveloper has agreed to pay the Borough in lieu of full taxation on the "Improvements" (as hereinafter defined) pursuant to this Agreement and in accordance with N.J.S.A. 40A:21-10.

(b) Certificate of Occupancy. The document issued by the Borough authorizing occupancy of the Improvements, including a temporary certificate of occupancy with minor punch list items.

(c) Five-Year Tax Exemption. The exemption from real property taxes on the Improvements granted by this Agreement.

(d) Improvements. The units of the Project described in the recitals hereof.

(e) In Rem Tax Foreclosure. A summary proceeding governed by N.J.S.A. 54:5-1 et. seq. by which the Borough may enforce the lien for taxes due and owing by a tax sale.

(f) Land. The real property on which the Improvements are located as more fully described by the lot and block number set forth above.

(g) Land Taxes. The amount of real estate taxes assessed on the value of the Land.

(h) Land Tax Payments. Payments made on the quarterly due dates for real estate taxes on the Land as determined by the Borough Tax Assessor.

(i) Property. The Land and the improvements thereon existing prior to the execution of this Agreement.

(j) Project. A commercial project consisting of the construction of 7 residential dwelling units and retail space on the Land.

(k) Substantial Completion. The completion of the Improvements, as determined by the issuance of a Certificate of Occupancy.

(l) Termination. Any act or omission which by operation of the terms of this Agreement shall cause Redeveloper to relinquish its Five Year Tax Exemption.

Section 1.3 Exhibits Incorporated. All exhibits, which are referred to in this Agreement and are attached hereto, are incorporated herein and made a part hereof.

ARTICLE II - APPROVAL

Section 2.1 Approval of Tax Exemption. The Borough does hereby affirm its approval for a tax exemption for the Project in accordance with the Abatement Law and this Agreement, which Project is to be developed, operated and maintained under the provisions of the Abatement Law.

Section 2.2 Approval of Redeveloper. Approval hereunder is affirmed to Redeveloper for the Project, which shall in all respects comply and conform to all applicable statutes of the State of New Jersey and the lawful regulations made pursuant thereto, governing Land, Improvements and the use thereof, and which Project is more particularly described in the Application.

ARTICLE III - DURATION OF AGREEMENT

Section 3.1 Term. So long as there is compliance with the Abatement Law and this Agreement, it is understood and agreed by the parties hereto that this Agreement shall remain in effect for a term of five (5) years (the "Term") from the issuance of the final Certificate of Occupancy issued for the Project.

ARTICLE IV - ANNUAL SERVICE CHARGE

Section 4.1 Annual Service Charge.

(a) In consideration of the aforesaid Improvements, Redeveloper shall pay the Annual Service Charge to the Borough, on a phase-in basis, in accordance with N.J.S.A. 40A:21-10(c). Redeveloper shall pay to the Borough in lieu of property tax payments on the Improvements on the Property an amount equal to a percentage of taxes otherwise due on the Improvements, according to the following schedule:

- (1) In the first full year after completion, an amount equal to 0% of taxes otherwise due on the Improvements;
- (2) In the second tax year, an amount equal to 20% of taxes otherwise due on the Improvements;
- (3) In the third tax year, an amount equal to 40% of taxes otherwise due on the Improvements;
- (4) In the fourth tax year, an amount equal to 60% of taxes otherwise due on the Improvements;
- (5) In the fifth tax year, an amount equal to 80% of taxes otherwise due on the Improvements.

(b) The Annual Service Charge shall not be in lieu of sewer or water charges or other special assessments imposed in accordance with applicable law. Redeveloper shall also continue to pay all Land Tax Payments on the Land Taxes assessed to the Property. Redeveloper shall timely pay for municipal services rendered to the Property, and the Borough shall retain the right to pursue all remedies to collect such payments, including the right to institute collection through a tax lien sale pursuant to *N.J.S.A. 54:5-1 et seq.*

Section 4.2 Quarterly Installments – Lien On Project. Redeveloper expressly agrees that the aforesaid Annual Service Charge(s) shall be made in quarterly installments on those dates when real estate tax payments are due, subject, nevertheless, to adjustment for over or underpayment within thirty (30) days after the close of each Borough fiscal year. In the event that Redeveloper fails to so pay, the amount unpaid shall bear the highest rate of interest permitted in the case of the unpaid taxes or tax liens on the Land until paid. Payments required to be made in accordance with this Agreement shall constitute a continuous lien on the Project. Unless otherwise terminated earlier, at the expiration of the Term hereof, the Tax Exemption for the Project shall expire and the Improvements shall thereafter be assessed and taxed according to the general law applicable to other non-exempt property in the Borough.

Section 4.3 Effective Date for First Payment. The obligation to pay the Annual Service Charge is to commence from the first day of the next full tax year following approval of this Agreement.

Section 4.4 Failure to Make Payments. Redeveloper's failure to make the requisite Annual Service Charge payment within fifteen (15) days of the due date shall, following ten (10) days written notice to Redeveloper, constitute a violation and breach of this Agreement by

Redeveloper, and the Borough shall, among its other remedies, have the right to proceed against the Property of Redeveloper pursuant to the In Rem Tax Foreclosure Act, N.J.S.A. 54:55-1 et. seq. In addition, the Borough may terminate this Agreement as to Redeveloper by duly authorized action of the Borough's governing body after having provided Redeveloper with a written "Notice of Default" (as hereinafter defined) and expiration of any cure period. Any default arising out of Redeveloper's failure to pay Land Taxes or Annual Service Charges shall be subject to the default procedural remedies as provided in Section 4.6 of this Agreement.

Section 4.5 Material Conditions. It is expressly agreed and understood that all payments of Land Taxes, Annual Service Charges, including the methodology of computation, and any interest payments due, are material conditions of this Agreement. If any term, covenant or condition of this Agreement or the Application, to any person or circumstance shall be invalid or unenforceable, the remainder of this Agreement or the application of such term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant or condition of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

Section 4.6 Remedies.

(a) In the event of a breach of this Agreement by either of the parties hereto or a dispute arising between the parties in reference to the terms other than those items specifically included as material conditions herein, either party may apply to the Superior Court of New Jersey, Hunterdon Vicinage, by an appropriate proceeding, to settle and resolve said dispute in such fashion as will tend to accomplish the purposes of the Abatement Law and this Agreement. In the event the Superior Court of New Jersey shall not entertain jurisdiction, then the parties

shall submit the dispute to the American Arbitration Association in New Jersey to be determined in accordance with its rules and regulations in such a fashion to accomplish the purpose of the Abatement Law and this Agreement. Costs for said arbitration shall be borne equally by the parties.

(b) In the event of a default on the part of Redeveloper to pay the Annual Service Charge, a material condition, the Borough, among its other remedies, reserves the right to proceed against the Land and Property of Redeveloper, in the manner provided by N.J.S.A. 54:5-1 to 54:5-129, and any act supplementary or amendatory thereof. Whenever the word "taxes" appears or is implied to mean taxes or municipal liens on Land, such statutory provisions shall be read, as far as is pertinent to this Agreement, as if the Annual Service Charge were taxes or municipal liens on Land. In such event, however, Redeveloper does not waive any defense it may have to contest the right of the Borough to proceed in the above-mentioned manner by conventional or In Rem Tax Foreclosure.

(c) Notwithstanding the foregoing, Redeveloper shall not be entitled to proceed with arbitration or any other dispute resolution proceeding, whether judicial or otherwise, unless Redeveloper shall pay as a minimum amount all Annual Service Charges due up to and including the Annual Service Charge due and payable for the most recent quarter.

ARTICLE V - CERTIFICATE OF OCCUPANCY

Section 5.1 Certificate of Occupancy. It is understood and agreed that it shall be the obligation of Redeveloper to make application for and make all reasonable efforts to obtain the Certificate of Occupancy for each unit in a timely manner. Failure to use reasonable efforts to secure and submit said Certificate of Occupancy shall subject the Property to full taxation,

provided the Borough has (i) served the appropriate Notice of Default pursuant to Section 10.2 hereof, (ii) provided the appropriate cure period, and (iii) reasonably cooperated in processing Redeveloper's request, if any, for the issuance of such Certificate of Occupancy.

Section 5.2 Filing of Certificate of Occupancy. It shall be the primary responsibility of Redeveloper to provide the Tax Assessor, the Tax Collector and the Chief Financial Officer of the Borough with a copy of the Certificate(s) of Occupancy for each unit, promptly after issuance thereof.

ARTICLE VI ASSIGNMENT; OPERATION

Section 6.1 Operation of Project. The Project shall be operated in accordance with the provisions of the Abatement Law and Redeveloper hereby agrees at all times prior to the expiration or termination of this Agreement to remain bound by the provisions of federal and state statutes and municipal ordinances and regulations including, but not limited to, the Abatement Law. It is an express condition of the granting of this tax exemption that during its duration, Redeveloper shall not, without the prior consent of the Borough, convey or transfer all or part of the Property so as to sever, disconnect, or divide the Improvements, except in connection with the sale to another redeveloper of all or part of the Project, in which case, the approval of the governing body of the Borough shall be required, such approval shall be only with respect to the development expertise and financial capacity of the new redeveloper and shall not be unreasonably withheld, conditioned or delayed.

ARTICLE VII - WAIVER

Section 7.1 Waiver. Nothing contained in this Agreement or otherwise shall constitute a waiver or relinquishment by the Borough of any rights and remedies, including without

limitation, the right to terminate this Agreement and Five-Year Tax Exemption for violation of any of the conditions provided herein in accordance with the provisions of this Agreement or the Abatement Law. Nothing herein shall be deemed to limit any right of recovery of any amount that the Borough has under law, in equity, or under any provisions of this Agreement.

ARTICLE VIII - NOTICES

Section 8.1 Notice. Any notice required hereunder to be sent by either party to the other shall be sent by certified mail or registered mail, return receipt requested, addressed as follows:

(a) When sent by the Borough to Redeveloper, it shall be addressed to High Bridge Gateway LLC c/o R. Fernandes Homes, 25 Mountainview Boulevard, Suite 200, Basking Ridge, New Jersey 07920.

(b) When sent by Redeveloper to the Borough, it shall be addressed to the Borough Clerk, Borough of High Bridge, 97 West Main Street, High Bridge, New Jersey 08829, with a copy to Borough Attorney, Barry S. Goodman, Esq., Greenbaum Rowe Smith & Davis LLP, 99 Wood Avenue South, Iselin, New Jersey 08830.

ARTICLE IX - INDEMNIFICATION

Section 9.1 Indemnification. It is understood and agreed that in the event the Borough shall be named as party defendant in any action challenging the validity of this Financial Agreement or in any action brought against Redeveloper by reason of any breach, default or a violation of any of the provisions of this Agreement and/or the provisions of the Abatement Law by Redeveloper, Redeveloper shall indemnify and hold the Borough harmless, and Redeveloper

agrees to defend the suit at its own expense. However, the Borough maintains the right to intervene as a party thereto, to which intervention Redeveloper consents, the expense thereof to be borne by the Borough.

ARTICLE X - DEFAULT

Section 10.1 Default. Default shall be defined as the failure of Redeveloper to materially comply with the terms of this Agreement and, further, by failure of Redeveloper to materially comply with statute, ordinance or lawful regulation that may materially adversely affect the Borough's ability to enforce this Agreement and receive the benefits hereof.

Section 10.2 Cure Upon Default. Should Redeveloper be in default as defined and set forth in this Agreement, the Borough shall notify Redeveloper in writing of said default ("Notice of Default"). Said Notice of Default shall set forth with particularity the basis of said default. Redeveloper shall have fifteen (15) days for monetary defaults and sixty (60) days for non-monetary defaults to cure any default included in a Notice of Default (provided, however, that if Redeveloper is diligently seeking to cure any non-monetary default, such cure period shall be correspondingly extended).

Section 10.3 Remedies Upon Default. All of the remedies provided in this Agreement to the Borough, and all rights and remedies granted to it by law and equity shall be cumulative and concurrent. No termination of any provision within this Agreement shall deprive the Borough of any of its remedies in accordance with law or actions against Redeveloper because of its failure to pay Land taxes or the Annual Service Charge. The bringing of any action for any Land Taxes and Annual Service Charges, or other charges due hereunder, or in connection with another default hereunder, or the resort to any other remedy herein provided for the recovery of Land Taxes,

Annual Service Charges or other charges shall not be construed as a waiver of the right to terminate the Five-Year Tax Exemption granted hereby or proceed with an In Rem Foreclosure Action or any other remedy as provided for in this Agreement or by the Abatement Law.

ARTICLE XI - TERMINATION

Section 11.1 Termination Upon Default of Redeveloper. In the event Redeveloper fails to cure or remedy a default or breach in accordance herewith following a Notice of Default, the Borough may cancel this Agreement upon thirty (30) days' notice for monetary defaults and sixty (60) days' notice for non-monetary defaults to Redeveloper, during which time the default may be cured.

Upon such termination of this Agreement, all Improvements of Redeveloper shall be assessed and subject to taxation as are all other taxable properties within the Borough.

ARTICLE XII - MISCELLANEOUS

Section 12.1 Conflict. The parties agree that in the event of a conflict between the Application and this Agreement, the language in this Agreement shall govern and prevail.

Section 12.2 Oral Representations. There have been no oral representations made by either of the parties hereto which are not contained in this Agreement. This Agreement, the municipal ordinance authorizing this Agreement, and the Application constitute the entire agreement between the parties, and there shall be no modifications thereto other than by a written instrument executed by both parties and delivered to each.

Section 12.3 Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto and supersedes all prior or contemporaneous oral and written agreements between the parties with respect to the subject matter hereof.

Section 12.4 Construction. This Agreement shall be construed and enforced in accordance with the laws of the State of New Jersey, and without regard to or aid of any presumption or other rule requiring construction against the party drawing or causing this Agreement to be drawn since counsel for both Redeveloper and the Borough have participated in the review and approval of same.

Section 12.5 Grammatical Agreement. The bracketing of the letter (s) at the end of a word such as unit(s) shall mean the singular or plural as proper meaning and all related verbs and pronouns shall be made to correspond.

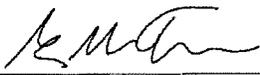
Section 12.6 Pronouns. He or it shall mean the masculine, feminine or neuter gender, the singular, as well as, the plural, as proper meaning requires.

Section 12.7 Recording. Either this entire Agreement or a memorandum of recording may be filed and recorded with the Hunterdon County Clerk by Redeveloper.

IN WITNESS WHEREOF, the parties have caused these presents to be executed as of the day and year first above written.

WITNESS:

HIGH BRIDGE GATEWAY, LLC

BY: 

BY: 

Name: Robert Fernandes

Title: Owner

WITNESS:

BOROUGH OF HIGH BRIDGE

BY: _____

BY: _____

Desire, Mayor

Mark

EXHIBIT B TO PILOT APPLICATION

(SITE PLAN)

EXHIBIT C TO PILOT APPLICATION

(PROPOSED LEASE FORM)

HIGH BRIDGE VIEWS LEASE AGREEMENT

This LEASE AGREEMENT, made and entered into by and between HIGH BRIDGE GATEWAY, LLC, 25 Mountainview Blvd 200 Basking Ridge NJ 07920 (hereinafter referred to as "Lessor"), **and** _____, (hereinafter referred to as "Lessee").

WITNESSETH:

Lessor hereby leases to Lessee and Lessee hereby takes from Lessor the following described

premises identified as High Bridge Gateway UNIT _____ 20 Main St. High Bridge NJ 08829 (1)

PREMISES, TERM AND RATE:

Unit shall only be used for residential purposes. Subject to a home office by the Lessee, no business shall be operated from the unit. (B) The Lessee agrees without demand and without any reduction or offset whatever to pay the Lessor at the office of the Lessor, twelve (12) equal monthly installments of \$ _____, on or before the first day of each month. A late charge of One Hundred Dollars (\$100.00) will be assessed if the rent is received after 5pm on the third business day. Any payments received will always be first applied to outstanding balances, late fees or other charges, with the balance of the payment then applied to the rent due.

Should the Lessee fail to remit the monthly installment on or before day five of the month the Lessor will commence eviction proceedings. (C) The term of this lease shall commence on _____, and end on _____. Within sixty (60) days of the end of the term of the lease, the Lessor shall contact Lessee regarding any future lease options. After this twelve month lease is satisfactorily completed the Lessee may, at the Lessee's option vacate the premises upon thirty (30) days prior written notice. If lessee vacates the premises before this twelve month lease is satisfactorily completed the

Lessee is required to pay an early termination fee equal to one (1) month's rent as well as forfeiting the security deposit (D) The Lessee further agrees to pay herewith the sum of \$_____ as a security deposit. Said deposit shall be returned, within forty five (45) days of

Lessee's vacation of the unit, after inspection and a determination that all utilities have been fully paid, with the unit in good condition, subject to reasonable wear and tear. Security Deposit will be returned via one check, made payable to all adults listed on lease and mailed to one address. If the lease is terminated by the Lessee before the date listed

above, the Lessee shall forfeit the deposit in full. Security deposit will be held at Millington Bank, Millington NJ.

(2) UTILITY SERVICES:

The Lessee is responsible for electric, gas water/ sewer costs and garbage (garbage is \$15/ month) for the residence and assumes financial responsibility and shall pay in a timely manner as set forth on utility billing. The Lessor and its agents shall not be liable in any respect for damages to person or property resulting from the interruption of electric service or the failure of any defect in any equipment or appliance serving the premises. None of the foregoing shall be construed as or constitute an eviction of Lessee, or an abatement of rent, or relieve Lessee from fulfillment of any covenant or agreement of the Lease.

(3) COMMUNITY RULES:

Community rules to govern the reasonable conduct of the community are set forth in a separate document entitled, "Rules", a copy of which is attached. Lessee covenants and agrees to abide by said rules. The Lessor reserves the right to make prospective modifications at any time and from time to time to said rules.

(4) MAINTENANCE OF THE PREMISES AND INSPECTION:

The Lessor is responsible for all maintenance of the premises. Should there be damage to the unit, the liability for costs involved will be borne by the responsible party. The Lessee may request décor changes.

The Lessor has the right upon reasonable notice to enter the unit to inspect for purposes of maintenance.

(5) INSURANCE:

The Lessee shall maintain a tenant's liability policy covering the contents of the Unit. Lessee's liability shall name the Lessor as an additional insured thereon. Regardless of whether Lessee secures such insurance, Lessor and his agents shall not be liable for any damage to, or destruction, or loss unless Lessor has been guilty of gross negligence. Lessee agrees to release and indemnify Lessor and his agents from and against liability for injury to the person of Lessee or to any members of his household resulting from any cause whatsoever, except only such personal injury caused by the negligent, or intentional, acts of the Lessor or his

agents or gross negligence. The Lessor shall maintain fire, casualty, and extended

coverage on the properties, only for the benefit of the Lessor. (6) DAMAGE BY FIRE:

Damage to the Lessee's unit caused by fire or natural disasters will result in this lease being terminated immediately. The Lessor has no obligation to rebuild the Lessee's unit, but if the unit is rebuilt will offer a new lease to Lessee.

(7) QUIET ENJOYMENT:

Lessor warrants that it has full right and power to execute and perform this lease and to let the said unit to Lessee, upon payment of the rent and performing the covenants herein contained. The Lessee shall peaceably and quietly have, hold and enjoy the demised premises during the term of this lease and any extensions or renewals thereof. Lessor is hereby vested with full power and authority to subordinate Lessee's interest hereunder to any Deed of Trust or other lien hereafter placed on the demised premises, and Lessee agrees upon demand to execute such further instruments, subordinating this lease as Lessor may

request, provided such further subordination shall be upon the express condition that this lease shall be recognized by the mortgagee and that the rights of Lessee shall remain in full force and effect during the term of this lease so long as Lessee shall continue to perform all of the covenants of this lease.

(8) HOLD HARMLESS:

Lessor shall not be liable to Lessee or Lessee's family or invitees or to any other persons whatsoever, for any injury to person or damage to property on the demised premises arising out of or connected with Lessee's occupancy of the demised premises or caused by negligence or misconduct of Lessee or Lessee's persons, guests, or invitees. Lessee agrees to indemnify Lessor and hold Lessor harmless from any loss, expense or claims arising out of any such damage or injury, unless such damage or injury results from the negligence of Lessor, its employees or agents.

(9) MISCELLANEOUS:

(A) This lease shall be governed by the laws of the State of New Jersey.

(B) Words of gender used in this lease shall be held and construed to include any other gender, and words in the singular shall be held to include the

plural, unless the context otherwise requires.

(C) Captions or headings of paragraphs in this lease are inserted for convenience only and shall not be considered in construing the provisions hereof if any question of intent should arise.

(D) In the event Lessor or any successor owner of the demised premises shall convey or otherwise transfer the demised premises, all liabilities and obligations of Lessor or such successor owner as Lessor under this lease shall terminate as to that Lessor but not as to any subsequent Lessor, upon such conveyance or transfer and upon written notice thereof to Lessee.

(E) There shall be no personal liability on the part of the Lessor, whether the Lessor is an individual or a member of such Limited Liability Company in respect to any of the covenants

or conditions of this lease.

(F) All notices shall be addressed to the Lessor or Lessee as first above written.

(G) This lease constitutes the entire agreement between the parties and no amendments hereof shall be valid or binding unless in writing. (H)

Subletting of this lease is not permitted.

(I) Any additional occupants to be living in this unit after execution of this lease agreement must be

cleared by management through the application process. Adding residents without prior approval will be considered as breach of this agreement and constitute a possible termination of this lease agreement, all penalties for an early termination would apply.

IN WITNESS WHEREOF, the parties hereto set their hand to multiple counterparts hereof, each of which shall have the same force and effect as if the original, this 18th day of April, 2016, as to Lessor and this 18th day of April, 2016, as to Lessee.

LESSOR:
HIGH BRIDGE VIEWS, LLC

LESSEE:

CERTIFICATE OF DETERMINATION AND AWARD

I, Bonnie Fleming, Chief Financial Officer of the Borough of High Bridge, in the County of Hunterdon, New Jersey (hereinafter referred to as the "Borough"), HEREBY CERTIFY as follows:

1. I hereby determine to issue the \$497,100 Notes, consisting of a \$484,000 Bond Anticipation Note (the "Bond Anticipation Note") and a \$13,100 Water Utility Bond Anticipation Note (the "Water Utility Bond Anticipation Note" and, together with the Bond Anticipation Note, the "Notes"), hereinafter described by virtue of the authority conferred upon me by the bond ordinances of the Borough referred to in the attached chart by reference to number, date of adoption and amount of bonds or notes authorized, such Notes to be issued in the amounts indicated in the charts.

\$484,000 Bond Anticipation Note

| <u>TOTAL</u> <u>PRINCIPAL</u> <u>AMOUNT:</u> | | <u>NUMBER</u> | <u>DENOMINATION</u> |
|---|------------------------------------|---------------|---------------------|
| \$484,000 | | 2017-01 | \$484,000 |
| <u>DATE:</u> | 6/22/17 | | |
| <u>MATURITY:</u> | 6/22/18 | | |
| <u>INTEREST</u> <u>RATE PER</u> <u>ANNUM:</u> | 1.84998%, payable at maturity | | |
| <u>NET</u> <u>INTEREST</u> <u>COST:</u> | 1.84998% | | |
| <u>PLACE OF</u> <u>PAYMENT:</u> | Borough of High Bridge, New Jersey | | |

\$13,100 Water Utility Bond Anticipation Note

| <u>TOTAL</u> <u>PRINCIPAL</u> <u>AMOUNT:</u> | | <u>NUMBER</u> | <u>DENOMINATION</u> |
|---|-------------------------------|---------------|---------------------|
| \$13,100 | | 2017-02 | \$13,100 |
| <u>DATE:</u> | 6/22/17 | | |
| <u>MATURITY:</u> | 6/22/18 | | |
| <u>INTEREST</u> <u>RATE PER</u> <u>ANNUM:</u> | 1.84998%, payable at maturity | | |

NET

INTEREST

COST: 1.84998%

PLACE OF

PAYMENT: Borough of High Bridge, New Jersey

2. Pursuant to the authority so conferred upon me, I have awarded and sold the Notes to the Passaic Valley Water Commission, Clifton, New Jersey at the price of \$497,100.00.

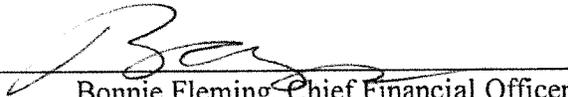
3. No bonds of the Borough have heretofore been issued pursuant to the bond ordinances referred to in Section 1 hereof, except as set forth in the attached charts.

4. The date of the first note or other obligation issued in anticipation of the issuance of the bonds that the Notes are issued in anticipation of, whether or not now outstanding, is as stated in the attached charts.

5. No grants have been received, no paydowns have been made and no cancellations have been enacted that would reduce the debt authorization below the amount of notes outstanding under the bond ordinances described in the attached charts except as set forth therein.

6. No notes or other obligation in anticipation of the issuance of bonds have heretofore been issued pursuant to the bond ordinances referred to in the attached charts and now remain outstanding and unpaid except as set forth in the attached charts.

IN WITNESS WHEREOF, I have hereunto set my hand as of June 22, 2017.



Bonnie Fleming, Chief Financial Officer

**\$497,100 NOTES, CONSISTING OF
A \$484,000 BOND ANTICIPATION NOTE
AND A \$13,100 WATER UTILITY BOND ANTICIPATION NOTE**

**BOROUGH OF HIGH BRIDGE, IN THE
COUNTY OF HUNTERDON, NEW JERSEY**

Dated: June 22, 2017
Meeting: June 22, 2018

\$484,000 Bond Anticipation Note

| BOND ORDINANCE NUMBER | DESCRIPTION OF IMPROVEMENT AND DATE OF ADOPTION OF BOND ORDINANCE | ORIGINAL BOND AUTHORIZATION | PERIOD OF USEFULNESS | HISTORY OF OBLIGATIONS TO BE REFINDED | 2017 PAYDOWNS | PENDING PROCEEDS | NEW MONEY | REIMBURSEMENT AMOUNT (Date of the First Issuance) | PROCEEDS TO BE USED FOR CONSTRUCTION PURPOSES | AMOUNT TO BE ISSUED |
|-----------------------|--|-----------------------------|----------------------|---|---------------|------------------|-----------|---|---|---------------------|
| 2007-14 | Construction of a Department of Public Works Building, finally adopted October 25, 2007. | \$310,000 | 30 years | \$91,000 of a \$173,000 Bond Anticipation Note, dated 6/23/16, maturing 6/23/17, with the date of first issue being January 13, 2009 as to the \$310,000 originally issued and with \$31,000 paid down pursuant to a 2010 budget appropriation, with \$31,000 paid down pursuant to a 2011 budget appropriation, with \$31,000 paid down pursuant to a 2012 budget appropriation, with \$31,000 paid down pursuant to a 2013 budget appropriation, with \$31,000 paid down pursuant to a 2014 budget appropriation, with \$31,000 paid down pursuant to a 2015 budget appropriation, with \$31,000 paid down pursuant to a 2016 budget appropriation and with \$31,000 being paid down on the date hereof pursuant to a current budget appropriation. | \$31,000 | \$0 | \$0 | N/A | N/A | \$62,000 |

| BOND ORDINANCE NUMBER | DESCRIPTION OF IMPROVEMENT AND DATE OF ADOPTION OF BOND ORDINANCE | ORIGINAL BOND AUTHORIZATION | PERIOD OF USEFULNESS | HISTORY OF OBLIGATIONS TO BE REFUNDED | 2017 PAY DOWNS | UNSPENT PROCEEDS | NEW MONIES | REIMBURSEMENT AMOUNT (Date of the First Issuance. | PROCEEDS TO BE USED FOR CONSTRUCTION PURPOSES | AMOUNT TO BE ISSUED |
|-----------------------|---|-----------------------------|----------------------|--|----------------|------------------|------------|---|---|---------------------|
| 2007-17 | Various improvements to Jericho Road, finally adopted June 14, 2007. | \$240,000 | 15 years | \$24,000 of a \$174,000 Bond Anticipation Notes dated 6/23/16, maturing 6/23/17, with the date of first issue being 12/09/17 as to the \$24,000 originally issued and with \$31,000 paid down pursuant to a 2008 budget appropriation, with \$31,000 paid down pursuant to a 2009 budget appropriation, with \$21,000 paid down pursuant to a 2010 budget appropriation, with \$21,000 paid down pursuant to a 2011 budget appropriation, with \$21,000 paid down pursuant to a 2012 budget appropriation, with \$24,000 paid down pursuant to a 2013 budget appropriation, with \$21,000 paid down pursuant to a 2014 budget appropriation, with \$21,000 paid down pursuant to a 2015 budget appropriation, with \$24,000 paid down pursuant to a 2016 budget appropriation and with \$24,000 being paid down on the date hereof pursuant to a current budget appropriation. | \$31,000 | \$0 | \$0 | N/A | N/A | \$0 |
| 2007-20 | Acquisition of a triple combination fire pumper, finally adopted June 14, 2007. | \$380,000 | 10 years | \$38,000 of a \$174,000 Bond Anticipation Notes dated 6/23/16, maturing 6/23/17, with the date of first issue being 7/26/07 as to the \$38,000 originally issued and with \$38,000 paid down pursuant to a 2008 budget appropriation, with \$18,000 paid down pursuant to a 2009 budget appropriation, with \$38,000 paid down pursuant to a 2010 budget appropriation, with \$38,000 paid down pursuant to a 2011 budget appropriation, with \$38,000 paid down pursuant to a 2012 budget appropriation, with \$38,000 paid down pursuant to a 2013 budget appropriation, with \$38,000 paid down pursuant to a 2014 budget appropriation, with \$38,000 paid down pursuant to a 2015 budget appropriation, with \$38,000 paid down pursuant to a 2016 budget appropriation and with \$38,000 being paid down on the date hereof pursuant to a current budget appropriation. | \$38,000 | \$0 | \$0 | N/A | N/A | \$0 |

| BOND ORDINANCE NUMBER | DESCRIPTION OF IMPROVEMENT AND DATE OF ADOPTION OF BOND ORDINANCE | ORIGINAL BOND AUTHORIZATION | PERIOD OF USEFULNESS | HISTORY OF OBLIGATIONS TO BE REFUNDED | 2017 PAYDOWNS | UNSPENT PROCEEDS | NEW MONEY | REIMBURSEMENT AMOUNT (Date of the First Issuance) | PROCEEDS TO BE USED FOR CONSTRUCTION PURPOSES | AMOUNT TO BE ISSUED |
|-----------------------|---|-----------------------------|----------------------|---|---------------|------------------|-----------|---|---|---------------------|
| 2008-10 | Improvements to Mine Road, finally adopted April 10, 2008. | \$60,000 | 10 years | \$18,000 of a \$173,000 Bond Anticipation Note dated 6/27/06, maturing 6/30/17, with the date of first issue being December 10, 2009 as to the \$110,000 originally issued and with \$6,000 paid down pursuant to a 2010 budget appropriation with \$6,000 paid down pursuant to a 2011 budget appropriation, with \$6,000 paid down pursuant to a 2012 budget appropriation with \$6,000 paid down pursuant to a 2013 budget appropriation, with \$6,000 paid down pursuant to a 2014 budget appropriation, with \$6,000 paid down pursuant to a 2015 budget appropriation, with \$6,000 paid down pursuant to a 2016 budget appropriation and with \$6,000 being paid down on the date hereof pursuant to a current budget appropriation. | \$6,000 | \$0 | \$0 | N/A | N/A | \$12,000 |
| 2017-17 | Various road improvements, finally adopted March 9, 2017. | \$982,250 | 10 years | N/A | N/A | N/A | \$110,000 | \$0 | \$410,000 | \$410,000 |
| TOTALS | | | | | \$90,000 | \$0 | \$110,000 | \$0 | \$410,000 | \$824,000 |

\$13,100 Water Utility Bond Anticipation Note

| BOND ORDINANCE NUMBER | DESCRIPTION OF IMPROVEMENT AND DATE OF ADOPTION OF BOND ORDINANCE | ORIGINAL BOND AUTHORIZATION | PERIOD OF USEFULNESS | HISTORY OF OBLIGATIONS TO BE REFUNDED | 2017 PAYMENTS | UNSPENT PROCEEDS | AMOUNT TO BE ISSUED |
|-----------------------|---|-----------------------------|----------------------|---|---------------|------------------|---------------------|
| 2009-22 | Providing for various improvements to the water utility, finally adopted November 12, 2009. | \$65,500 | 40 years | <p>\$19,650 of a \$19,650 Water Utility Bond Anticipation Note dated 6/23/16, maturing 6/23/17 with the date of first issue being 12/18/09, as to the \$65,500 originally issued and with \$6,550 paid down pursuant to a 2010 budget appropriation, with \$6,550 paid down pursuant to a 2011 budget appropriation, with \$6,550 paid down pursuant to a 2012 budget appropriation, with \$6,550 paid down pursuant to a 2013 budget appropriation, with \$6,550 paid down pursuant to a 2014 budget appropriation, with \$6,550 paid down pursuant to a 2015 budget appropriation, with \$6,550 paid down pursuant to a 2016 budget appropriation and with \$6,550 being paid down on the date hereof pursuant to a current budget appropriation.</p> | \$6,550 | \$0 | \$13,100 |
| TOTALS | | | | | \$6,550 | \$0 | \$13,100 |



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

Perryville III Corporate Park
53 Frontage Road, Suite 110
Hampton, NJ 08827
T: 908.238.0900
F: 908.238.0901
www.maserconsulting.com

April 25, 2017
Revised June 19, 2017

Mayor and Council
Borough of High Bridge
97 West Main Street
High Bridge, New Jersey 08829

Re: Proposal for Professional Planning Services
Redevelopment Plan for Block 24, Lot 16
100 West Main Street
MC Proposal No. HIB-033P

Dear Mayor and Council

Maser Consulting P.A. is pleased to present this proposal for planning services to prepare a Redevelopment Plan for the above mentioned property. This proposal is divided into four sections as follows:

Section I - Scope of Services
Section II - Schedule of Fees
Section III - Borough Responsibilities
Section IV - Client Authorization

SECTION I SCOPE OF SERVICES

Task 1.0 Prepare Redevelopment Plan

Maser Consulting will prepare a Redevelopment Plan that meets the requirements of Section 7 of the Local Redevelopment and Housing Law. Specifically, the document will include the mandatory components:

1. Its relationship to “definite” local objectives regarding land uses, population density, improved traffic and public transportation, public utilities, recreational and community facilities, and other public improvements;
2. The proposed land uses and building requirements in the rehabilitation project area;
3. A plan for the temporary and permanent relocation of displaced residents and businesses, including an estimate of available housing;
4. Any property that may be acquired in accordance with the redevelopment plan;



5. Its relationship to the master plans of contiguous municipalities, the county master plan, the State Development and Redevelopment Plan and the Highlands Regional Master Plan;
6. Its relationship to the development regulations of the municipality (e.g., whether the plan supersedes existing zoning or constitutes an overlay zone); and
7. A provision that requires the replacement, on a one-for-one basis, any affordable unit that is lost as a result of the redevelopment plan implementation.

Before commencing the drafting of the document, Maser Consulting will attend one (1) kick-off meeting with the Borough. A Highlands representative shall be invited to this kick-off meeting. It is anticipated that a sub-committee will be created to assist in this process. During the kick-off meeting the group will discuss bulk standards, impact to adjacent lots, etc.

Based on the meeting, Maser Consulting will begin drafting the Plan. We anticipate coordination with the Borough Attorney in drafting the development regulations. A maximum of ten (10) hours coordination is included. Once a draft is prepared, it will be presented to the sub-committee for review and comment. Following the meeting revisions will be incorporated up to a maximum of three (3) hours. Once the comments are incorporated, the final draft will be sent via email to the sub-committee. The final draft will then be sent to the Highlands Council for review and comment. A maximum of two (2) hours of revisions is included based on the Highlands Council comments.

Finally, a PDF of the draft Redevelopment Plan will be emailed to the Borough for distribution.

Task 2.0 Meeting and Coordination

Maser Consulting will attend a maximum of two (2) meetings under this task. We will prepare and deliver a presentation during the public hearing held by the Planning Board prior to its recommendation to the Borough Council. We will prepare and deliver a presentation to the Mayor and Council. This task includes meeting preparation including presentation materials, handouts and display boards. We expect to coordinate with the Borough Attorney, Board Attorney and Borough Clerk throughout Task 2.0 through phone consultations. This task includes a maximum of ten (10) hours coordination.

Task 3.0 Additional Services

Meetings above those in Task 1.0 and 2.0 will be billed hourly. Any services above and beyond those in Task 1.0 and Task 2.0 will be billed hourly in accordance with the 2017 rates for the Borough.



SECTION II SCHEDULE OF FEES

Maser Consulting's work shall be invoiced on an hourly basis in accordance with the rates that are contained in the Schedule of Hourly Rates that is included in the Professional Services Agreement between the Borough and Maser Consulting P.A. The maximum upset fee for each task is as follows:

| | | |
|----------|----------------------------|--------------|
| Task 1.0 | Prepare Redevelopment Plan | \$ 11,250.00 |
| Task 2.0 | Meetings and Coordination | \$ 2,860.00 |
| Task 3.0 | Additional Services | HOURLY |

Maser will commence work upon receipt of either a resolution approving the proposal or a copy of the executed client contract authorization on page 4. We anticipate that this project will take four (4) to five (5) months to complete.

SECTION III BOROUGH RESPONSIBILITIES

The Borough shall be responsible for the following:

1. Coordination of all meetings and hearings.
2. Advertising of all meetings and hearings.
3. Preparation of all meeting notices, resolutions, etc.

We want to thank the Borough for providing the opportunity to perform this most important work. If you have any questions or require clarifications regarding the scope of work, please do not hesitate to call our office.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in cursive script that reads 'Darlene A. Green'.

Darlene A. Green, P.P., AICP
Senior Associate

DAG/hk

cc: Leonardo E. Ponzio, PLS, Maser Consulting (via email)



SECTION IV CLIENT CONTRACT AUTHORIZATION

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature

Date

Printed Name

Title

Memo

To: Mayor Desire

From: Bonnie Ann Fleming, CFO/CTC

CC: Borough Council

CC: Borough Administrator

Date: 06/19/17

Re: Monthly Report

Attached please find copies of the Weekly /Monthly Tax and Finance Department Reports for the month of May.

Including:

- Weekly Management Reports 05/05-05/26/17
- Tax Collector's Monthly Receipts
- Capital Project Balances
- YTD Interest
- YTD Revenues
- Monthly Receipts and Disbursements
- YTD Budget Balances

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

05/05/17

TAX – I assisted four residents with completion of their Property Tax Reimbursement applications.

I conducted research to M&T Bank regarding a redeemed tax sale certificate on a specific property.

I calculated a redemption for an outstanding tax sale certificate.

I responded to a resident regarding the mailing of his property Tax Reimbursement check from the State. I also forwarded a question to the assessor concerning the name listed on his account which contained a “Jr. ” suffix that he stated was incorrect.

FINANCE – Month end tax and utility receipts were reconciled. The month of April was closed.

The payroll for May 10 was prepared for processing, including the retroactive pay approved in the 2017 Budget.

May invoices for payroll and courier services were submitted to Investors Bank for processing.

I contacted the Bond Counsel’s office to begin preparation for advertising for the sale of maturing notes in June. Also, we will be adding \$410,000 to the amount to be borrowed for the recently authorized debt for Cregar Road Phase 6 improvements.

I sent emails to the Rescue and Fire Chiefs advising them of their available funding for 2017 as appropriated in the Adopted Budget.

I submitted a list of Capital Expenses approved in the 2017 Adopted budget to the DPW Supervisor in order to begin the purchasing process.

I reviewed invoices with RBZ for the Streetscape project.

I contacted our Financial Software vendor to inquire about the installation of the requisition system for the DPW department.

Approval to proceed with the Codification was submitted to General Code.

Resolutions for the May 11 Council meeting were prepared including a Redemption of a Tax Sale Certificate, Refund of an Escrow and Recreation Fee Schedule changes.

MISCELLANEOUS – I contacted Bank of America regarding an email I had received that noted unusual activity on our Procurement card. They advised me this was not a message they had sent. I confirmed our account had a zero balance. They advised me to forward the email I had received to their abuse department for further investigation.

I met with the Administrator and Police Chief to discuss the choices available for mold remediation.

I followed up on the Certificate of Insurance for the Soap Box Derby as requested by the County. Upon receipt, a copy was emailed to the Committee Chair and Borough Police Chief and Sergeant.

I contracted with FM Generator for the annual service of all the Borough generators.

I spoke with Seamless.Gov regarding on-line documents. After hearing about our interest with GovPilot, they were willing to match their offer. I asked him to provide copies of the forms we were considering starting with so we could compare the services.

I followed up with the mold contractor for a certificate of insurance, W9 and Business Registration Certificate. I also contacted our risk manager to confirm the insurance coverage amounts.

I provided information on applying for Pension Benefits to a recently retired employee.

I contacted a local vendor regarding temporary dry cleaning services for the Police Department.

On Friday, I am attending a League of Municipalities Legislative Committee Meeting in Princeton.

TAX – Two PTR applications were completed for residents.

I calculated a redemption of an outstanding tax sale certificate through May 25.

I provided a certification of taxes paid to a resident upon request.

FINANCE - Memos were prepared for disbursement with retro paychecks for applicable employees.

Bank reconciliations were completed.

I requested a schedule of insurance coverage in 2016 for our audit report. I also supplied the auditors, upon request, with copies of various contracts. I also sent a copy of the recently received tax levy certification for the Regional School District to confirm the decrease from \$1.964M to \$1.704M.

I prepared an amendment to the Capital budget to revise the cost of a mower for purchase. An ordinance was also prepared for introduction at the May 11 Council Meeting.

Up to date sponsorship and registration lists were provided to the Soap Box Derby Committee.

I compiled information regarding the Highlands Grant billings to date. Invoices for reimbursement on completed projects will be submitted to the Highlands Council, allowing for a realignment of available grant fund balances.

I reviewed the engineering costs for Road Improvement projects authorized.

MISCELLANEOUS – A substantial number of phone calls were answered concerning the utility rate increase.

I provided assistance to a caller in paying for a Soap Box Derby registration on our website. This brought to my attention the need to relocate the payment link for Special Events on the website. Currently, the payment link is with the Tax and Utility payment page.

I mailed contracts to Imperial Copy Products for a new scanner/copier for Borough Hall in conjunction with the recently approved imaging contract with Foveonics.

I reviewed assignments with the Tax/Finance department for May/June. A top priority is preparing document destruction lists for State approval in order to participate in the town wide shredding event on June 24.

I spoke with a resident regarding a sewer hook-up. Due to the uniqueness of his situation, I asked that he present his questions in writing to the Council.

I contacted the Construction Official regarding a final inspection on a property on Elm Street, at the contractors' request. I also asked the contractor about another property on Driftway that still has some outstanding issues that are preventing the Construction official from releasing permits.

A second meeting was scheduled with Seamless.Gov to discuss the creation of on-line forms for certain Borough documents with pertinent employees.

I set up the remote requisition system for access by DPW. This will allow the DPW Supervisor to have immediate access to budget balances. Training will begin next week.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

05/19/17

TAX – I attended the Tax Collectors and Treasurers Conference on May 16-17. I presented a Legislative Update to my colleagues on May 16. I received 16 continuing education credits towards my Tax Collector, CFO and QPA licenses.

Two Property Tax Reimbursement applications were completed for residents.

Subsequent tax and utility payments were posted on outstanding liens.

FINANCE – A phone conference with the Borough Engineer, Planner, Council Liaison and Administrator was held to review outstanding work and budgets.

Resolutions for a Lien Redemption, Chapter 159 and Appointment of a Reassessment Inspector were prepared for the May 25 Council Meeting.

Sixty-five Purchase Orders were processed and forty-six checks were processed from the 05/11 bill list.

Payroll input sheets were prepared to the 05/25 payroll and submitted to R&L for processing.

I contacted Herb August with the Highlands Council to review close-out of Tasks within the Plan Conformance Grant.

The new web based requisition system was reviewed briefly with the DPW director.

A Payment Voucher was signed and submitted for 75% of the Cregar 5 DOT Grant.

I attended a meeting with the Borough Administrator, HB School Business Administrator and Superintendent to review possible scenarios for shared services. At the present time neither party has sufficient resources to allow any other shared services besides snow removal.

I contacted the Borough Auditor to review the decrease in the Regional School Levy for accuracy after receiving the Levy Certification from the School Board. Based on the decline in High Bridge's student population, it was confirmed, our levy decreased by approximately 13%.

MISCELLANEOUS – I responded to calls from D&H Risk Solutions and CSG regarding a workers compensation claim filed on 5/17/17.

Finance Assistant Harrington has been involved with coordinating payments related to the Soap Box Derby as well as upcoming concerts and review of contracts.

A new vehicle purchased by the Fire Department was added to the Fleet insurance coverage.

The Remediation Report was completed by our Environmental Engineer for the Komline site and reviewed. A proposal for removal of the Historic fill was requested.

The driveway drawing prepared by the Environmental Engineer was reviewed with the Administrator for submission with the deed notice for 97 West Main.

A request for an additional water meter on a residential property for lawn watering was reviewed with the Utility Collector and Water Supervisor.

The Alarm service was contacted for a service call.

I contacted Valcopy to advise them of our decision to rent a new copier through the scanning company we recently contracted with, Foveonics. Thirty days' notice is required per our existing contract.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

05/26/17

TAX –Seven Property Tax Reimbursement applications were completed for residents. The original deadline was June 1 but was recently extended to October 18.

A payment was calculated for a property that had a property value adjustment by the assessor in 2017 that was not reflected in their billing yet.

I began completing the PD-65-10 report to be filed with the County Tax Board regarding continuation of senior/disabled/veterans property tax deductions. The report is due on June 5.

FINANCE – A phone conference with Seamless.Gov was held on Monday morning to discuss digitizing of Borough Hall Forms and Applications. A comparison was drawn between GovPilot and Seamless.Gov and follow up questions submitted after the call.

A letter was sent to MunicPay our on-line payment vendor, requesting an update of our address to 97 West Main. The new rates for the summer recreation program were also updated.

A letter was received from PAIC and forwarded to our insurance agent for review regarding payment of surplus funds.

Information was submitted upon request for the next newsletter, including the extended PTR deadline.

I reviewed reimbursable tasks on the Highlands Grant with the Borough Planner and Engineer. Outstanding issues with open escrow accounts and zoning applications were also reviewed for status updates.

Legal costs pertaining to ongoing litigation were reviewed with the Administrator.

The 05/25 payroll checks were distributed and subsidiary ledgers were updated. Payroll transfers and pensions payments were completed on-line.

End of month bank transfers were completed. Bill List transfers were completed. Seventy-four checks were processed and mailed following approval at the 05/25 Council meeting.

A copy of the newly adopted golf fee ordinance was forwarded to BCG.

Copies of payroll records for an employee were scanned to our disability insurance contractor, upon request.

Retro payroll summary worksheets and the salary and wage resolution for 2017 were submitted to the Division of Pensions & Benefits for preparation of adjusted pension billing.

The Chapter 159 resolution was filed on-line with DLGS for the Distracted Drivers Grant received and approved at the May 25 Council Meeting.

MISCELLANEOUS – I responded to a call from D&H Risk Solutions regarding a workers compensation claim filed on 5/17/17.

I submitted a request for a Certificate of Insurance for the Summer Recreation program. The completed form was forwarded to the High Bridge Board of Ed.

The new copier was delivered and networked for our use. Training was also provided.

Quotes for mold remediation were forwarded to the Claims Adjuster.

I contacted MSI to schedule a spring cleaning for our network and PC's.

I contacted our phone system provider to inquire about expanding mail box capacity for part time employees. Instructions were received for clearing out full mailboxes in order to allow for new messages. Since the voice mails are also sent to the recipient via email, the voice mail box can be deleted without losing messages.

After a review of the status of document management concerning the old Borough Hall, an attempt was made to log-in to the Artemis site for records management to submit a list for destruction. A password re-set was necessary.

COLLECTOR'S REPORT OF RECEIPTS

To the Borough of High Bridge Council:

I herewith submit to you my report of receipts for the Month ending:

May 31, 2017

| | QTR | CURRENT | YTD |
|--------------------------|--------|-----------------|-----------------|
| CURRENT 2017 | 95.79% | \$ 2,040,055.26 | \$ 5,883,197.87 |
| TAXES YEAR 2016 | | \$ 24,960.21 | \$ 110,404.07 |
| TAXES YEAR 2018 | | \$ - | \$ - |
| MISC REV | | \$ - | \$ - |
| TAX SALE COST | | \$ - | \$ - |
| LIENS | | \$ 23,820.91 | \$ 109,112.66 |
| INTEREST/PENALTY | | \$ 3,775.77 | \$ 11,422.02 |
| PREMIUM | | \$ - | \$ - |
| DUE UTILITY COLLECTOR | | \$ - | \$ - |
| REDEMPTIONS - MUNI LIENS | | \$ - | \$ - |
| TOTAL | | \$ 2,092,612.15 | \$ 6,114,136.62 |



Bonnie Ann Fleming
Tax Collector

06/19/17

Date

HIGH BRIDGE INTEREST EARNED 2017

| A/C # | CURRENT | GREEN ACRES | DOG | WATER | | SEWER | | SOLID WASTE | | SW CAP | SUI | HISTORIC PRESV/TN | | REHAB ESC | | REC TRUST | DEV ESC | SPECIAL EVENTS | TOTAL |
|--------------|------------------|--------------|--------------|---------------|--------------|-----------------|---------------|---------------|--------------|---------------|-------------|-------------------|--------------|-------------|--------------|-----------|---------|----------------|------------------|
| | | | | 567+utility | CAP | 492+util | CAP | 516+utility | WASTE | | | 524 | 954 | 484 | 611 | | | | |
| | 417 | 441 | 433 | 567+utility | 575 | 492+util | 508 | 516+utility | 524 | 591 | 954 | 484 | 611 | 425 | 583 | | | | |
| JANUARY | 1,941.87 | 5.12 | 4.00 | 57.16 | 1.69 | 363.35 | 68.43 | 98.68 | 2.62 | 45.51 | 0.32 | 22.38 | 1.86 | 0.11 | 4.12 | | | | 2,617.22 |
| FEBRUARY | 2,097.64 | 4.78 | 4.16 | 50.08 | 1.58 | 308.02 | 63.88 | 94.48 | 2.44 | 42.54 | 0.28 | 20.90 | 1.73 | 0.10 | 3.76 | | | | 2,696.37 |
| MARCH | 2,037.54 | 5.29 | 4.87 | 60.77 | 1.75 | 318.57 | 70.72 | 106.77 | 2.70 | 47.34 | 0.31 | 23.15 | 1.92 | 0.11 | 5.47 | | | | 2,687.28 |
| APRIL | 2,828.23 | 7.70 | 7.47 | 59.33 | 2.53 | 465.78 | 102.69 | 137.14 | 3.93 | 69.01 | 0.33 | 33.62 | 2.78 | 0.17 | 10.02 | | | | 3,730.73 |
| MAY | 3,336.24 | 7.95 | 7.82 | 49.23 | 4.72 | 477.98 | 106.13 | 128.78 | 4.06 | 71.53 | 0.34 | 34.77 | 3.31 | 0.17 | 13.78 | | | | 4,246.81 |
| JUNE | - | | | | | | | | | | | | | | | | | | - |
| JULY | - | | | | | | | | | | | | | | | | | | - |
| AUGUST | - | | | | | | | | | | | | | | | | | | - |
| SEPTEMBER | - | | | | | | | | | | | | | | | | | | - |
| OCTOBER | - | | | | | | | | | | | | | | | | | | - |
| NOVEMBER | - | | | | | | | | | | | | | | | | | | - |
| DECEMBER | - | | | | | | | | | | | | | | | | | | - |
| TOTAL | 12,241.52 | 30.84 | 28.32 | 276.57 | 12.27 | 1,933.70 | 411.85 | 565.85 | 15.75 | 275.93 | 1.58 | 134.82 | 11.60 | 0.66 | 37.15 | | | | 15,978.41 |

YEAR TO DATE REVENUE AS OF: MAY 2017

| | Estimated | Received | Bal Due | Receivable |
|--|-------------------------|--------------------------|------------------------|----------------|
| Amount to be Raised by Taxation | \$ 12,732,167.00 | \$ (5,883,197.87) | \$ 6,848,969.13 | 53.79% |
| Delinquent Taxes | \$ 174,000.00 | \$ (110,404.07) | \$ 63,595.93 | 36.55% |
| Local Revenues: | | | | |
| Alcoholic Bev | \$ 5,400.00 | \$ (3,600.00) | \$ 1,800.00 | 33.33% |
| Other (Amuse/Food/Handlers/Raffle/Vendor) | \$ 580.00 | \$ (440.00) | \$ 140.00 | 24.14% |
| Municipal Court | \$ 20,000.00 | \$ (16,727.85) | \$ 3,272.15 | 16.36% |
| Interest and Costs on Taxes | \$ 33,000.00 | \$ (11,422.02) | \$ 21,577.98 | 65.39% |
| Interest | \$ 10,000.00 | \$ (12,241.52) | \$ (2,241.52) | -22.42% |
| Utility Surplus | \$ - | \$ - | \$ - | #DIV/0! |
| Golf Revenues | \$ 1,100,000.00 | \$ (187,025.70) | \$ 912,974.30 | 83.00% |
| Misc Rev - Unanticipated | \$ - | \$ (59,216.49) | \$ (59,216.49) | #DIV/0! |
| State Aid: | | | | |
| Consolidated Prop Tax Relief Aid | \$ 46,322.00 | \$ - | \$ 46,322.00 | 100.00% |
| Energy Receipts Tax | \$ 245,587.00 | \$ - | \$ 245,587.00 | 100.00% |
| Garden State Trust | \$ 12,931.00 | \$ - | \$ 12,931.00 | 100.00% |
| Fees & Permits: | | | | |
| Uniform Construction Fees | \$ 30,000.00 | \$ (31,443.00) | \$ (1,443.00) | -4.81% |
| Public/Private Revenue Anticipated: | | | | |
| Misc Revenues: Other | | | | |
| Recreation Fees | \$ - | \$ (4,030.00) | \$ (4,030.00) | #DIV/0! |
| Cable TV | \$ 11,000.00 | \$ (12,951.11) | \$ (1,951.11) | -17.74% |
| Boro Hall Sign Grant | \$ 2,300.00 | \$ (2,300.00) | \$ - | 0.00% |
| NJ EDA Reimbursement | \$ 237,200.00 | \$ - | \$ 237,200.00 | 100.00% |
| Comcast Tech Grant | \$ - | \$ - | \$ - | #DIV/0! |
| Forfeiture Funds | \$ - | \$ - | \$ - | #DIV/0! |
| Pedestrian Safety - Ch 159 | \$ - | \$ - | \$ - | #DIV/0! |
| Hunt Cty Open Space | \$ 10,843.00 | \$ - | \$ 10,843.00 | 100.00% |
| Green Acres Grant | \$ 97,952.00 | \$ - | \$ 97,952.00 | 100.00% |
| Playground Grant | \$ 5,024.25 | \$ - | \$ 5,024.25 | 100.00% |
| Body Armor Fund | \$ - | \$ - | \$ - | #DIV/0! |
| Clean Community Grant | \$ - | \$ - | \$ - | #DIV/0! |
| NJDEP Fed.Hwy Adm-Recreation Trail Grant | \$ - | \$ - | \$ - | #DIV/0! |
| FEMA Funding- PA4254-JONAS | \$ - | \$ (23,664.54) | \$ (23,664.54) | #DIV/0! |
| FEMA Generator Grant | \$ - | \$ - | \$ - | #DIV/0! |
| Body Camara Grant | \$ - | \$ - | \$ - | #DIV/0! |
| NJEM Grant | \$ - | \$ - | \$ - | #DIV/0! |
| Click It or Ticket Grant-Somerset County | \$ - | \$ - | \$ - | #DIV/0! |
| Driver Sober Grant | \$ 3,900.00 | \$ (3,900.00) | \$ - | 0.00% |
| SIF-Sign Trailer Grant | \$ - | \$ - | \$ - | #DIV/0! |
| SIF Radar Sign Grant | \$ - | \$ - | \$ - | #DIV/0! |
| Recycling Tonnage | \$ 3,326.76 | \$ (3,326.76) | \$ - | 0.00% |
| Surplus: | \$ - | \$ - | \$ - | #DIV/0! |
| Total Revenue Anticipated&MRNA | \$ 2,049,366.01 | \$ (482,693.06) | \$ 1,566,672.95 | 76.45% |
| Amnt to be Raised - Municipal | \$ 3,417,167.00 | | \$ 3,417,167.00 | 100.00% |
| Local/Reg/Cty/Lib/Open Taxes | \$ 9,315,000.00 | \$ (5,883,197.87) | \$ 3,431,802.13 | 36.84% |
| Total Tax Levy | \$ 12,732,167.00 | \$ - | \$ - | |

RECEIPTS AND DISBURSEMENTS MAY 2017

| FUND | BEGIN BALANCE | RECEIPTS | DISBURSEMENTS | END BALANCE |
|-----------------------|---------------------|---------------------|---------------------|---------------------|
| Green Acres | 12,310.78 | 7.95 | 0.00 | 12,318.73 |
| Premium | 151,995.00 | 93.17 | 40,095.00 | 111,993.17 |
| Dog | 12,073.45 | 317.82 | 15.00 | 12,376.27 |
| Capital | 538,884.15 | 348.07 | 5,998.59 | 533,233.63 |
| Water Utility | 61,051.04 | 3,576.27 | 53,395.91 | 11,231.40 |
| Water Capital | 4,062.70 | 25,004.72 | 8,203.78 | 20,863.64 |
| Sewer Utility | 721,607.79 | 6,152.27 | 145,863.43 | 581,896.63 |
| Sewer Capital | 164,318.23 | 106.13 | 102.69 | 164,321.67 |
| Solid Waste Utility | 182,441.27 | 2,986.28 | 33,731.63 | 151,695.92 |
| Solid Waste Cap | 6,284.71 | 4.06 | 3.93 | 6,284.84 |
| Sui | 110,657.78 | 273.84 | 0.00 | 110,931.62 |
| Historic Preservation | 767.12 | 46.34 | 0.00 | 813.46 |
| Rehab Escrow | 53,815.81 | 34.77 | 0.00 | 53,850.58 |
| Recreation Trust | 4,460.66 | 2,603.31 | 0.00 | 7,063.97 |
| Special Events | 16,791.72 | 7,477.91 | 2,974.73 | 21,294.90 |
| Dev Escrow | 42,284.86 | 2,017.13 | 3,278.75 | 41,023.24 |
| Current | 1,138,255.72 | 2,682,802.03 | 759,194.83 | 3,061,862.92 |
| TOTAL FUNDS | 3,222,062.79 | 2,733,852.07 | 1,052,858.27 | 4,903,056.59 |

GOLF

| | P&L Receipts | P&L Exp | Difference |
|--------------|----------------------|----------------------|-----------------------|
| Jan | \$ 19,555.00 | \$ 50,758.00 | \$ (31,203.00) |
| Feb | \$ 39,018.00 | \$ 49,276.00 | \$ (10,258.00) |
| Mar | \$ 17,507.00 | \$ 53,393.00 | \$ (35,886.00) |
| Apr | \$ 110,945.34 | \$ 81,880.12 | \$ 29,065.22 |
| May | \$ 115,188.00 | \$ 97,792.00 | \$ 17,396.00 |
| Jun | | | \$ - |
| Jul | | | \$ - |
| Aug | | | \$ - |
| Sep | | | \$ - |
| Oct | | | \$ - |
| Nov | | | \$ - |
| Dec | | | \$ - |
| TOTAL | \$ 302,213.34 | \$ 333,099.12 | \$ (30,885.78) |

Expenditure Budget CURRENT FUND Activity to 5/31/2017

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

| Account Number | Description | Budget | Activity | Encumbered | Balance |
|----------------|--|--------------|------------|------------|------------|
| 10510010 | GENERAL ADMIN: SALARIES & WAGES | 49,500.00 | 21,913.65 | - | 27,586.35 |
| 10510020 | GENERAL ADMIN: OTHER EXPENSES | 10,600.00 | 4,919.21 | 680.79 | 5,000.00 |
| 10510120 | INTERNET | 6,200.00 | 2,639.46 | 2,890.54 | 670.00 |
| 10511010 | MAYOR AND COUNCIL: SALARIES & WAGES | 6,000.00 | - | - | 6,000.00 |
| 10511020 | MAYOR AND COUNCIL: OTHER EXPENSES | 1,760.00 | 702.00 | 40.01 | 1,017.99 |
| 10511032 | ADVERTISING | 11,700.00 | 1,895.36 | 4,634.64 | 5,170.00 |
| 10511520 | NEWSLETTER | 10,000.00 | 2,898.15 | 3,570.00 | 3,531.85 |
| 10512010 | MUNICIPAL CLERK: SALARIES & WAGES | 26,177.40 | 8,751.10 | - | 17,426.30 |
| 10512020 | MUNICIPAL CLERK: OTHER EXPENSES | 9,925.00 | 4,106.55 | 3,061.00 | 2,757.45 |
| 10512520 | ELECTION EXPENSE | 2,750.00 | - | - | 2,750.00 |
| 10513010 | FINANCIAL ADMIN: SALARIES & WAGES | 42,294.14 | 17,844.23 | - | 24,449.91 |
| 10513020 | FINANCIAL ADMIN: OTHER EXPENSES | 7,470.00 | 3,893.38 | 2,245.72 | 1,330.90 |
| 10513520 | AUDIT SERVICES: OTHER EXPENSES | 30,865.00 | 10,000.00 | 20,865.00 | - |
| 10514510 | TAX COLLECTOR: SALARIES & WAGES | 42,294.14 | 17,818.50 | - | 24,475.64 |
| 10514520 | TAX COLLECTOR: OTHER EXPENSES | 6,065.00 | 4,443.77 | 1,185.36 | 435.87 |
| 10515010 | TAX ASSESSMENT: SALARIES & WAGES | 39,067.20 | 14,535.06 | - | 24,532.14 |
| 10515020 | TAX ASSESSMENT: OTHER EXPENSES | 2,600.00 | 1,004.00 | 211.30 | 1,384.70 |
| 10515520 | LEGAL: OTHER EXPENSES | 75,735.00 | 12,475.63 | 62,374.37 | 885.00 |
| 10516520 | ENGINEERING SERVICES: OTHER EXPENSES | 14,800.00 | 4,471.25 | 328.75 | 10,000.00 |
| 10517020 | BUILDINGS & GROUNDS | 83,973.00 | 22,109.24 | 11,018.86 | 50,844.90 |
| 10517120 | BUILDINGS & GROUNDS-OFFICE | 36,598.00 | 4,388.58 | 10,159.83 | 22,049.59 |
| 10518010 | PLANNING BOARD: SALARIES & WAGES | 4,680.00 | 1,627.50 | - | 3,052.50 |
| 10518020 | PLANNING BOARD: OTHER EXPENSES | 10,000.00 | 2,941.30 | 4,555.00 | 2,503.70 |
| 10518510 | ZONING OFFICER: SALARIES & WAGES | 5,100.00 | 2,125.00 | - | 2,975.00 |
| 10519510 | CONSTRUCTION OFFICIAL: SALARIES & WAGES | 34,744.20 | 14,095.80 | - | 20,648.40 |
| 10519520 | CONSTRUCTION OFFICIAL: OTHER EXPENSES | 2,550.00 | 216.00 | 207.00 | 2,127.00 |
| 10520510 | CCO-BLDG INSPECTION: SALARIES & WAGES | 5,100.00 | 2,337.52 | - | 2,762.48 |
| 10521020 | LIABILITY INSURANCE | 126,150.00 | 85,500.35 | 25,457.95 | 15,191.70 |
| 10521520 | WORKER'S COMPENSATION INSURANCE | 45,000.00 | 33,367.44 | 11,122.48 | 510.08 |
| 10522020 | EMPLOYEE GROUP INSURANCE | 206,563.00 | 89,360.61 | 31,038.40 | 86,163.99 |
| 10524010 | POLICE DEPARTMENT: SALARIES & WAGES | 813,885.19 | 313,027.70 | - | 500,857.49 |
| 10524020 | POLICE DEPARTMENT: OTHER EXPENSES | 65,000.00 | 26,923.65 | 26,810.94 | 11,265.41 |
| 10524520 | LEASE/PURCHASE POLICE VEHICLES | 7,257.95 | 6,221.10 | 1,036.85 | - |
| 10525220 | EMERGENCY MANAGEMENT: OTHER EXPENSES | 3,000.00 | 320.08 | 741.10 | 1,938.82 |
| 10525520 | HIGH BRIDGE VOLUNTEER FIRE DEPT. | 81,320.00 | 69,320.00 | - | 12,000.00 |
| 10526020 | RESCUE/FIRST AID | 29,000.00 | - | - | 29,000.00 |
| 10526520 | LOSAP CONTRIBUTION | 32,900.00 | 25,900.00 | 1,400.00 | 5,600.00 |
| 10527020 | ECONOMIC DEVELOPMENT | 500.00 | 365.00 | - | 135.00 |
| 10529010 | DEPT.OF PUBLIC WORKS: SALARIES & WAGES | 117,529.44 | 41,842.89 | - | 75,686.55 |
| 10529020 | DEPT.OF PUBLIC WORKS: OTHER EXPENSES | 206,458.00 | 52,460.62 | 136,025.69 | 17,971.69 |
| 10529055 | PARKS & PLAYGROUNDS - OTHER EXPENSES | 8,000.00 | 623.20 | - | 7,376.80 |
| 10529060 | FIELD MAINTENANCE - OTHER EXPENSES | 10,000.00 | - | - | 10,000.00 |
| 10533020 | BOARD OF HEALTH: OTHER EXPENSES | 5,340.00 | - | 5,340.00 | - |
| 10533520 | ENVIRONMENTAL COMMISSION: OTHER EXPENSES | 1,500.00 | 32.04 | - | 1,467.96 |
| 10537020 | SPECIAL EVENTS: OTHER EXPENSES | 3,750.00 | 347.64 | 116.04 | 3,286.32 |
| 10537120 | CULTURAL & HERITAGE | 2,000.00 | - | - | 2,000.00 |
| 10537620 | GOLF-OTHER EXPENSES | 1,100,000.00 | 332,541.52 | 665,512.38 | 101,946.10 |
| 10539010 | LIBRARY: SALARIES & WAGES | 21,832.86 | 8,588.06 | - | 13,244.80 |
| 10539020 | LIBRARY - OTHER EXPENSES | 200.00 | - | 150.00 | 50.00 |
| 10543020 | ELECTRICITY | 20,000.00 | 5,869.49 | 12,401.18 | 1,729.33 |
| 10543520 | STREET LIGHTING | 42,000.00 | 11,092.74 | 20,311.97 | 10,595.29 |
| 10544020 | TELEPHONE | 18,600.00 | 5,126.53 | 4,852.47 | 8,621.00 |
| 10544620 | GASOLINE | 43,520.00 | 11,122.90 | 30,027.10 | 2,370.00 |
| 10544720 | HEATING FUEL | 30,000.00 | 14,704.89 | 13,495.11 | 1,800.00 |
| 10547120 | CONTRIBUTION TO PERS | 30,450.00 | 30,635.00 | - | (185.00) |
| 10547220 | SOCIAL SECURITY SYSTEM(OASI) | 92,427.68 | 39,547.64 | - | 52,880.04 |
| 10547520 | CONTRIBUTION TO PFRS | 170,132.00 | 170,132.00 | - | - |
| 10629021 | ENVIRONMENTAL TESTING | 20,000.00 | - | 20,000.00 | - |
| 10649020 | MUNICIPAL COURT: OTHER EXPENSES | 37,900.00 | 9,475.00 | 28,525.00 | (100.00) |
| 10651020 | STORMWATER MANAGEMENT | 7,000.00 | - | 3,500.00 | 3,500.00 |
| 10671710 | PLAYGROUND GRANT | 5,024.25 | - | - | 5,024.25 |
| 10672620 | RECYCLING TONNAGE GRANT | 3,326.76 | 433.43 | - | 2,893.33 |
| 10673020 | DRIVE SOBER GRANT | 3,900.00 | - | - | 3,900.00 |
| 10673920 | BORO HALL SIGN GRANT | 2,300.00 | - | - | 2,300.00 |
| 10675920 | DISTRACTED DRIVING GRANT | 5,500.00 | 5,500.00 | - | - |
| 10687120 | SPECIAL EMERGENCY-5 YEARS | 35,000.00 | - | - | 35,000.00 |
| 10689920 | RESERVE FOR UNCOLLECTED TAXES | 254,642.80 | - | - | 254,642.80 |
| 10690020 | CAPITAL IMPROVEMENT FUND | 380,000.00 | - | - | 380,000.00 |
| 10692020 | BOND PRINCIPAL | 415,000.00 | 30,000.00 | - | 385,000.00 |
| 10692520 | NOTE PRINCIPAL | 99,000.00 | - | - | 99,000.00 |
| 10693020 | BOND INTEREST | 300,315.00 | 110,234.38 | - | 190,080.62 |
| 10693520 | NOTE INTEREST | 3,600.00 | - | - | 3,600.00 |

Expenditure Budget

CURRENT FUND

Activity to 5/31/2017

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

| Account Number | Description | Budget | Activity | Encumbered | Balance |
|-------------------|--------------------------------------|---------------------|---------------------|---------------------|---------------------|
| 10694020 | GREEN ACRES-SPRINGSIDE-#1014-01-008 | 11,660.00 | - | - | 11,660.00 |
| 10694120 | GREEN ACRES-LK SOLITUDE-#1014-95-128 | 86,292.00 | - | - | 86,292.00 |
| 10694220 | NJEIT-LK SOLITUDE | 55,508.00 | 10,686.18 | - | 44,821.82 |
| 10694320 | DAM RESTORATION LOAN | 237,200.00 | 118,564.80 | - | 118,635.20 |
| 10694520 | CAPITAL LEASE | 96,000.00 | 39,027.40 | - | 56,972.60 |
| TOTALS | | 5,972,033.01 | 1,883,046.52 | 1,165,892.83 | 2,923,093.66 |

List of Bills - (All Funds)

| Vendor | Description | Account | PO Payment | Check Total |
|--------------------------------------|--|-----------|------------|-------------|
| CURRENT FUND | | | | |
| 2020 - ADAM YOUNG | PO 24277 CLERK - OE - EDUCATION - MILEAGE RE | | 37.45 | |
| 10512025 | Municipal Clerk-OE-Education/Training | 37.45 | | 37.45 |
| 950 - AMERICAN WEAR, INC | PO 23918 DPW - OE - UNIFORMS - 66% OF MONTHL | | 102.30 | |
| 10529029 | Dept. of Public Works-OE-Uniforms | 102.30 | | 102.30 |
| 2183 - ARF RENTAL SERVICES, INC | PO 23934 RECREATION & SPECIAL EVENTS - PORTA | | 231.76 | |
| 10537099 | Special Events-Misc. | 115.88 | | |
| 10529099 | Dept. of Public Works-OE-Misc. | 115.88 | | 231.76 |
| 2140 - SUN LIFE FINANCIAL | PO 23787 GROUP INSURANCE - DENTAL & LIFE - P | | 2,412.75 | |
| 10522072 | Employee Group Insurance:Dental | 1,766.98 | | |
| 10522073 | Employee Group Insurance:Life Ins | 645.77 | | 2,412.75 |
| 1903 - ASSURE SHRED | PO 24081 CLEAN COMMUNITY SHRED EVENT 06/24/2 | | 500.00 | |
| 10141739 | CLEAN COMMUNITIES | 500.00 | | 500.00 |
| 2257 - B&B PRESS | PO 24308 TAX ASSESSOR- DOOR HANGERS | | 111.30 | |
| 10515021 | Tax Assessment-OE-Office Supplies | 111.30 | | 111.30 |
| 1530 - HIGH BRIDGE HILLS GOLF COURSE | PO 24189 GOLF - OE - MAY | | 55,357.42 | |
| 10537620 | GOLF-OTHER EXPENSES | 55,357.42 | | 55,357.42 |
| 894 - BONNIE FLEMING | PO 24353 TAX COLLECTOR - OE - MISC - MILEAG | | 265.73 | |
| 10514524 | Tax Collector-OE-Conferences/Seminars | 265.73 | | 265.73 |
| 46 - CALIFON LUMBER | PO 24040 BUILDINGS & GROUNDS / DPW - OE - | | 249.98 | |
| 10529055 | PARKS & PLAYGROUNDS - OTHER EXPENSES | 249.98 | | 249.98 |
| 769 - CINTAS CORPORATION #101 | PO 23987 BUILDINGS & GROUNDS - PD & BH - WEE | | 288.20 | |
| 10517091 | Buildings & Grounds - Police Bldg | 144.10 | | |
| 10517040 | Buildings & Grounds - New Boro Hall | 144.10 | | 288.20 |
| 98 - CLINTON NAPA | PO 23996 DPW - OE - VEHICLE REPAIR | | 23.00 | |
| 10529055 | PARKS & PLAYGROUNDS - OTHER EXPENSES | 23.00 | | 23.00 |
| 987 - COMCAST | PO 23848 DPW - INTERNET A/C 09574 832139-01- | | 266.44 | |
| 10510120 | INTERNET | 129.90 | | |
| 10544122 | Telephone - Garage | 136.54 | | 266.44 |
| 835 - CRISTAL ASSOCIATES LLC | PO 23925 BUILDNGS/GROUNDS - OE - MISC JANITO | | 279.50 | |
| 10517059 | Buildings & Grounds - Janitorial | 279.50 | | 279.50 |
| 2061 - DIRECT DEVELOPMENT, LLC | PO 23847 WEBSITE MAINTENANCE 2017 | | 510.00 | |
| 10511524 | Website Production | 510.00 | | 510.00 |

List of Bills - (All Funds)

| Vendor | Description | Account | PO Payment | Check Total |
|---|---|---------|------------|-------------|
| 2246 - DOWN 2 EARTH FARMS, LLC 10529048 | PO 23955 DPW - OE - RECYCLING - LEAVES Dept. of Public Works-OE-Recycling | | 790.00 | 790.00 |
| 72 - EAGLE FENCE AND SUPPLY INC. 10517095 | PO 24225 BUILDINGS & GROUNDS - FENCE REPAIR Buildings & Grounds - Parks | | 795.00 | 795.00 |
| 73 - EASTSIDE SERVICE, INC 10524028 | PO 24348 POLICE - OE - VEHICLE REPAIR Police Department-OE-Vehicle Repair | | 431.30 | 431.30 |
| 10524028 | PO 24347 POLICE - OE - VEHICLE REPAIR 14-10 Police Department-OE-Vehicle Repair | | 1,327.24 | 1,758.54 |
| 160 - ELIZABETHTOWN GAS 10544725 | PO 23854 HEATING - RESCUE SQUAD - ACT# 71679 Heating - Squad Bldg | | 16.89 | 16.89 |
| 10544721 | PO 23855 HEATING - BOROUGH HALL - ACT#779535 Heating - Boro Hall | | 54.64 | 71.53 |
| 2014 - FIRST HOPE BANK 10524520 | PO 23795 POLICE-2015 FORD INTERCEPTOR UTILIT LEASE/PURCHASE POLICE VEHICLES | | 1,036.75 | 1,036.75 |
| 86 - GALLS LLC 10524032 | PO 24295 POLICE - OE - SAFETY EQUIPMENT / VE Police Department-OE-Safety Eqpm/Vests | | 160.65 | 160.65 |
| 2296 - WELLS FARGO VENDOR FIN 10517123 | PO 24314 BUILDINGS & GROUNDS - COPIER LEASE BUILDINGS & GROUNDS-COPIER LEASE | | 304.99 | 304.99 |
| 1398 - MASER CONSULTING PA 10518033 | PO 24034 PLANNING BOARD - OE - ENGINEERING Planning Board-OE-Engineering | | 417.50 | 417.50 |
| 1398 - MASER CONSULTING PA 10141730 | PO 24061 PLAN CONFORMANCE GRANT - HIB030P PLAN CONFORMANCE GRANT | | 5,372.50 | 5,372.50 |
| 2233 - MICHAEL PAPPAS 10510099 | PO 24047 ADMIN - OE - MISC - MILEAGE General Admin-OE-Misc. | | 109.14 | 109.14 |
| 214 - NJ ADVANCE MEDIA 10511032 | PO 23998 ADVERTISING - ACCT #1160892 ADVERTISING | | 75.04 | 75.04 |
| 217 - NO HUNT-VOORHEES REG HS BD ED 101331 | PO 23799 JULY 2017 - REGIONAL HIGH SCHOOL T REGIONAL SCHOOL TAX LEVY PAYABLE | | 284,013.00 | 284,013.00 |
| 1857 - OFFICE CONCEPTS GROUP 10517040 | PO 24216 BUILDINGS & GROUNDS - BORO HALL - D Buildings & Grounds - New Boro Hall | | 320.00 | 320.00 |
| 218 - POSTMASTER 10524029 | PO 24335 POLICE - OE - POSTAGE Police Department-OE-Postage | | 311.50 | 311.50 |
| 1495 - PRAXAIR DISTRIBUTION, INC 10529025 | PO 23959 DPW-OE-MISC- CUSTOMER #71761637 - 1 Dept. of Public Works-OE-Equipment/Hdwr | | 25.60 | 25.60 |

List of Bills - (All Funds)

| Vendor | Description | Account | PO Payment | Check Total |
|---|--|-----------|------------|-------------|
| 2218 - RIVER NET COMPUTERS, LLC | PO 24326 POLICE - OE - EQUIPMENT REPAIR | | 297.00 | 297.00 |
| 10524031 | Police Department-OE-Equipment Repair | 297.00 | | 297.00 |
| 189 - RUTGERS CTR FOR GOV SERVICES | PO 24068 ADMIN - OE - EDUCATION - MICHAEL PA | | 25.00 | 25.00 |
| 10510025 | General Admin-OE-Education/Training | 25.00 | | 25.00 |
| 1469 - SMITH MOTOR CO. INC. | PO 24328 POLICE - OE - VEHICLE REPAIR | | 2,440.03 | 2,440.03 |
| 10524028 | Police Department-OE-Vehicle Repair | 2,440.03 | | 2,440.03 |
| 2293 - ST. HUBERT'S ANIMAL WELFARE CENTER | PO 24261 BOARD OF HEALTH - DOG | | 2,133.33 | 2,133.33 |
| 10533022 | Board of Health-OE-Data Processing-Dog | 2,133.33 | | 2,133.33 |
| 519 - STATE OF NEW JERSEY | PO 23949 BUILDINGS & GROUNDS - RESCUE SQUAD/ | | 500.00 | 500.00 |
| 10517098 | Buildings & Grounds - Rescue Squad | 250.00 | | 250.00 |
| 10517093 | Buildings & Grounds - Fire House | 250.00 | | 500.00 |
| 169 - STATE OF NJ-DIV PENSIONS&BENE | PO 23833 INSURANCE - GROUP HEALTH - JUNE 20 | | 21,836.29 | 21,836.29 |
| 10522071 | Employee Group Insurance:Health | 14,748.70 | | 14,748.70 |
| 101408 | RESERVE - HEALTH BENEFITS | 7,087.59 | | 21,836.29 |
| 1258 - US MUNICIPAL SUPPLY, INC. | PO 24270 DPW - OE - VEHICLE REPAIR - SWEEPER | | 57.63 | 57.63 |
| 10529028 | Dept. of Public Works-OE-Vehicle Repair | 57.63 | | 57.63 |
| 2141 - VSP VISION CARE | PO 23791 GROUP INSURANCE - VISION - ACCOUNT | | 243.28 | 243.28 |
| 10522074 | Employee Group Insurance:Vision | 243.28 | | 243.28 |
| 225 - W.E.TIMMERMAN CO., INC | PO 23808 DPW - OE - VEHICLE MAINT | | 160.00 | 160.00 |
| 10529036 | Dept. of Public Works-OE-Vehicle Maintee | 160.00 | | 160.00 |
| 1929 - WESTERN NRG, INC | PO 24331 POLICE - OE - MAINTENANCE CONTRACTS | | 148.20 | 148.20 |
| 10524026 | Police Department-OE-Maintenance Contras | 148.20 | | 148.20 |
| 1777 - WESTERN PEST SERVICES | PO 23984 BUILDINGS & GROUNDS - POLICE - RAT | | 375.00 | 375.00 |
| 10517091 | Buildings & Grounds - Police Bldg | 375.00 | | 375.00 |
| GENERAL CAPITAL FUND | | | | |
| 171 - POWERCO, INC. | PO 24333 CAPITAL - ZERO TURN MOWER | | 12,300.00 | 12,300.00 |
| 30970201 | CONTRACT AMOUNT | 12,300.00 | | 12,300.00 |
| WATER UTILITY FUND | | | | |
| 950 - AMERICAN WEAR, INC | PO 23919 WATER - OE - UNIFORMS - 22% OF MONT | | 34.10 | 34.10 |
| 60510034 | WATER - OE - UNIFORMS/CLOTHING | 34.10 | | 34.10 |
| 2140 - SUN LIFE FINANCIAL | PO 23788 WATER - GROUP INSURANCE - DENTAL & | | 506.22 | 506.22 |
| 60510040 | WATER - OE - INSURANCE - GROUP | 506.22 | | 506.22 |

List of Bills - (All Funds)

| Vendor | Description | Account | PO Payment | Check Total |
|--|--|----------|------------|-------------|
| 1148 - BUCKMAN'S INC. | PO 23928 WATER - OE - CHEMICALS | | | 390.36 |
| 60510053 | WATER - OE - CHEMICALS | 390.36 | | 390.36 |
| 1874 - METER PRO SERVICE, INC | PO 24093 WATER - OE - METER EQUIPMENT | | 1,908.00 | |
| 60510043 | WATER - OE - METER EQUIPMENT | 1,908.00 | | 1,908.00 |
| 1694 - ONE CALL CONCEPTS, INC | PO 24043 WATER - OE - MISC - ONE CALL MESSAG | | 47.50 | |
| 60510099 | WATER - OE - MISCELLANEOUS | 47.50 | | 47.50 |
| 169 - STATE OF NJ-DIV PENSIONS&BENE | PO 23833 INSURANCE - GROUP HEALTH - JUNE 20 | | 5,130.47 | |
| 60510040 | WATER - OE - INSURANCE - GROUP | 5,130.47 | | 5,130.47 |
| 2141 - VSP VISION CARE | PO 23792 WATER - GROUP INSURANCE - VISION -A | | 59.36 | |
| 60510040 | WATER - OE - INSURANCE - GROUP | 59.36 | | 59.36 |
| SEWER UTILITY FUND | | | | |
| 950 - AMERICAN WEAR, INC | PO 23920 SEWER - OE - UNIFORMS - 12% OF MONT | | 18.60 | |
| 62510034 | SEWER - OE - UNIFORMS/CLOTHING | 18.60 | | 18.60 |
| 2140 - SUN LIFE FINANCIAL | PO 23789 SEWER - GROUP INSURANCE - DENTAL & | | 380.52 | |
| 62510040 | SEWER - OE - INSURANCE - GROUP | 380.52 | | 380.52 |
| 169 - STATE OF NJ-DIV PENSIONS&BENE | PO 23833 INSURANCE - GROUP HEALTH - JUNE 20 | | 3,751.60 | |
| 62510040 | SEWER - OE - INSURANCE - GROUP | 3,751.60 | | 3,751.60 |
| 2141 - VSP VISION CARE | PO 23793 SEWER - GROUP INSURANCE - VISION - | | 41.90 | |
| 62510040 | SEWER - OE - INSURANCE - GROUP | 41.90 | | 41.90 |
| SOLID WASTE UTILITY FUND | | | | |
| 2140 - SUN LIFE FINANCIAL | PO 23790 SOLID WASTE - GROUP INSURANCE - DEN | | 246.45 | |
| 64510040 | SOLID WASTE-OE-GROUP INSURANCE | 246.45 | | 246.45 |
| 169 - STATE OF NJ-DIV PENSIONS&BENE | PO 23833 INSURANCE - GROUP HEALTH - JUNE 20 | | 2,560.04 | |
| 64510040 | SOLID WASTE-OE-GROUP INSURANCE | 2,560.04 | | 2,560.04 |
| 2141 - VSP VISION CARE | PO 23794 SOLID WASTE - GROUP INSURANCE - VIS | | 27.94 | |
| 64510040 | SOLID WASTE-OE-GROUP INSURANCE | 27.94 | | 27.94 |
| DEVELOPER ESCROW TRUST FUND | | | | |
| 1398 - MASER CONSULTING PA | PO 24320 ESCROW - FERNANDES - GATEWAY | | 32.50 | |
| 7118538 | 20 MAIN-FERNANDES-PP01-2016 | 32.50 | | 32.50 |
| RECREATION TRUST FUND-2015 | | | | |
| 973 - SOMERSET SYRUP & CONCESSION SUPPLY | PO 24332 SUMMER REC - SUPPLIES | | 240.75 | |
| 771001 | SUMMER RECREATION PROGRAM | 240.75 | | 240.75 |

List of Bills - (All Funds)

| Vendor | Description | Account | PO Payment | Check Total |
|-------------------------|--|----------|------------|---------------------|
| SPECIAL EVENTS | | | | |
| 1444 - FASTSIGNS | PO 24305 CONCERTS 2017 - BANNER | | | 214.40 |
| 781004 CONCERTS | | 214.40 | | 214.40 |
| 2302 - JAKE MOSCA | PO 24349 CONCERTS 2017 - JULY 1, 2017 | | | 300.00 |
| 781004 CONCERTS | | 300.00 | | 300.00 |
| 2089 - CHRIS BIRMINGHAM | PO 24354 CONCERTS 2017 - JULY 1, 2017 | | | 700.00 |
| 781004 CONCERTS | | 700.00 | | 700.00 |
| 2182 - PSI | PO 24317 SPECIAL EVENTS 2017 - BANNER CHANGE | | | 469.00 |
| 781005 MOVIES | | 334.00 | | |
| 781004 CONCERTS | | 135.00 | | 469.00 |
| 1437 - RUBY REUTER | PO 24351 POOCH PARADE 2017 | | | 1,572.95 |
| 781006 POOCH PARADE | | 1,572.95 | | 1,572.95 |
| TOTAL | | | | ----- 415,345.99 |

| | |
|---|------------|
| Total to be paid from Fund 10 CURRENT FUND | 384,413.33 |
| Total to be paid from Fund 30 GENERAL CAPITAL FUND | 12,300.00 |
| Total to be paid from Fund 60 WATER UTILITY FUND | 8,076.01 |
| Total to be paid from Fund 62 SEWER UTILITY FUND | 4,192.62 |
| Total to be paid from Fund 64 SOLID WASTE UTILITY FUND | 2,834.43 |
| Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND | 32.50 |
| Total to be paid from Fund 77 RECREATION TRUST FUND-2015 | 240.75 |
| Total to be paid from Fund 78 SPECIAL EVENTS | 3,256.35 |
| | ----- |
| | 415,345.99 |

Checks Previously Disbursed

| | | | | | |
|-------|------------------------|-----------|----------------------------------|--------|-----------|
| 15587 | POSTMASTER | PO# 24113 | NEWSLETTER - MAILING - JUNE 2017 | 338.56 | 6/13/2017 |
| 15588 | HUNTERDON COUNTY CLERK | PO# 24341 | CLERK - OE - FILING FEE | 8.00 | 6/13/2017 |
| | | | | ----- | |
| | | | | 346.56 | |

| | |
|--------------------------------------|--------|
| Total paid from Fund 10 CURRENT FUND | 346.56 |
| | ----- |
| | 346.56 |

Total for this Bills List: **415,692.55**