

DRAFT

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: September 10, 2020 – 7:30 p.m. – Location: Zoom online Council meeting

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

Presiding Officer calls meeting to order and states: “Pursuant to the Open Public Meetings Act, notice of this meeting date were posted online, published in the Hunterdon County Democrat and the Easton Express times on August 20, 2020, and posted on the door at Borough Hall. Action may now be taken.”

FLAG SALUTE: LEAD BY MAYOR LEE

ROLL CALL

Councilman Columbus	present	Councilwoman Moore	present	Mayor Lee	present
Councilwoman Ferry	present	Councilman Strange	present		
Councilwoman Hughes	present	Councilman Zappa	present		

Also present were Attorney Barry Goodman, Administrator Bonnie Fleming, Clerk Adam Young and twenty-two members of the public and press.

READING AND APPROVAL OF MINUTES: REGULAR 08/13/2020

Motion to dispense with the reading of the August 13, 2020 regular minutes: Hughes / Columbus

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Motion to approve the August 13, 2020 regular minutes: Hughes / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

ANNOUNCEMENT FROM MAYOR LEE: NONE

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Sally Ward read a statement thanking all those working so hard for their efforts.

Robert Poles spoke about Huskies Field usage and asked about practicing in certain areas which may be affected by the shutdown of Lake Solitude grounds. Council discussed the possibility of moving a sign to facilitate use of some space.

Councilman Zappa spoke about the leaf and brush pickup schedule being released soon and asked that leaves and brush not be put out quite yet.

PUBLIC HEARINGS:

A. Ordinance 2020-042: Amending Ordinance 2014-19 to Confirm Properties Not Affected By Vacation of Portions of Streets

Motion to open the public hearing for Ordinance 2020-042: Strange / Zappa

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Administrator Fleming spoke about the intent of the Ordinance.

Motion to close the public hearing for Ordinance 2020-042: Strange / Moore

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Motion to adopt Ordinance 2020-042: Strange / Hughes

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

DISCUSSION ITEMS:

A. Sale of Borough Property - Mayor and Council discussed how to proceed with the possible sale of Borough property near 77 Main Street and the Commons property entrance. Councilman Zappa spoke about having the property sold and getting it back to being taxable property. Discussion ensued about the location, that

the sale will not affect other planned Borough projects, and that the sale will not inhibit placing of Borough signage.

INTRODUCTION OF ORDINANCES:

A. Ordinance 2020-043: Amend Code - Chapter 75

Motion to introduce **Ordinance 2020-043:** Strange / Ferry

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-043** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of September 24, 2020.

B. Ordinance 2020-044: Refunding Bond

Motion to introduce **Ordinance 2020-044:**

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-044** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of September 24, 2020.

C. Ordinance 2020-045: Sale of Borough Property and Enter Into Agreement

Motion to introduce **Ordinance 2020-045:**

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-045** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of September 24, 2020.

D. Ordinance 2020-046: Amend Code - Chapter 12-11. Approval of Vouchers

Motion to introduce **Ordinance 2020-046:**

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Mayor Lee states that the **Ordinance 2020-046** shall be published in its entirety in the Express Times and/or the Hunterdon County Democrat along with the public hearing date of September 24, 2020.

CONSENT AGENDA

RESOLUTION #	TITLE
Resolution - 192 - 2020	Appointment of Floodplain Administrator - William Burr
Resolution - 193 - 2020	Appointment of Annual Assessment Program Inspector - Rick Roll
Resolution - 194 - 2020	Approval of Fireman - Joseph Starcher
Resolution - 195 - 2020	Approval of Fireman - Michael F. Etheridge
Resolution - 196 - 2020	Approve Advertising - Police Officer
Resolution - 197 - 2020	Award of Contract - Air Duct Cleaning
Resolution - 198 - 2020	Award of Contract - ETicketing
Resolution - 199 - 2020	ETicket Lease Agreement
Resolution - 200 - 2020	Extending Commons Natural Recycling Brush Drop-off Dates
Resolution - 201 - 2020	Plenary License Approval - Circa
Resolution - 202 - 2020	Plenary License Approval - Mrs. Riley's
Resolution - 203 - 2020	Procedures For Approving The Painting of Fire Hydrants
Resolution - 204 - 2020	Social Media Policy
Resolution - 205 - 2020	Updated Boards and Committees
Resolution - 206 - 2020	Utility Refund - 9 High Ct.
Resolution - 207 - 2020	Veteran's Tax Exemption Policy
Resolution - 208 - 2020	Veteran's Tax Exemption
Resolution - 209 - 2020	Authorization of Social Affair Permit - Califon Fire Department

Motion to remove Resolution 203-2020, Resolution 204-2020, and Resolution 205-2020 from the consent agenda:

Strange / Columbus

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Motion to approve the amended consent agenda: Hughes / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Resolution 203-2020: Procedures For Approving The Painting of Fire Hydrants

Councilman Zappa asked to confirm that the Creative Committee is a formally recognized entity. Discussion ensued that they are recognized from a 2019 Resolution created under the Green Team. Councilman Zappa asked that they be formally recognized by Ordinance or Resolution, whichever is more appropriate and asked the Attorney to review this. Mayor Lee stated that the group is willing to undertake this project. Councilwoman Ferry spoke to the new submission plan of a red hydrant with a white cap to address any concerns about visibility. Council discussion ensued on this. Mayor Lee asked Christina Whited to speak to gather information for the discussion. Christina Whited spoke about modifying the design to conform with what is being asked as it concerns colors and design.

Motion to approve Resolution 203-2020: Strange / Hughes

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Resolution 204-2020: Social Media Policy

Councilman Zappa spoke about some items in the proposed Resolution which are confusing and which need amending. Mayor Lee spoke that people have already started Borough Committee pages. Attorney Goodman stated that the Borough has a right to address the social media sites to help form the message from the Borough. Discussion ensued about the wording of some items.

Councilwoman Ferry asked how the current sites which have been created would be handled. Discussion ensued about how to proceed with this and what the intent is for the social media pages moving forward. Councilman Columbus stated that the policy should address the use of political views in the policy.

Motion to table Resolution 204-2020: Zappa / Ferry

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

Resolution 205-2020: Updated Boards and Committees - Golf Committee Member Appointments

Councilman Columbus asked to add two more members to the already proposed three members of the draft Resolution so the Golf Committee would have a quorum; Kevin Gilighan and Isabelle Sylvestri for 2021 and 2022 seats. Mayor Lee spoke that she is not ready to appoint more members as she was not present at the last meeting, that she would like to get to some meetings and get to know members. Discussion ensued about how to move forward and about some of the credentials of those proposed to these seats.

Councilman Columbus made a motion with Councilman Strange seconding the motion to add the additional names and discussion ensued with Council deciding to table the Resolution for further discussion and review.

Motion to table Resolution 205-2020 to the next meeting: Ferry / Hughes

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;
Motion passes: 6 yes

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Sally Ward read and ode to everybody titled One Mother (Mother meaning Earth).

Michele Schwartz asked about paving on Thomas Street, if there was an update from the gas company, if they are going to do more paving on Thomas, congratulated Councilman Zappa on StreetScape work being done, and asked about the work being done on the Commons entrance. Councilman Zappa stated he will follow up on this and thanked Michele and explained the perception of the paved entrance work.

Isabel Sylvestri spoke to having one Borough Facebook page with all Committees represented for ease of use, recommended no comments be allowed as policy, asked about clearing brush near stop signs for visibility and safety, says StreetScape looks good and asked about who is maintaining the previous StreetScape work, asked what the next steps to repairing the NJ transit bridge, alerted Council to a downed tree which may need to be removed for safety. Councilman Zappa stated that he will speak to the head of the Department of Public Works.

LEGAL ISSUES

Attorney Goodman spoke about a Government Records Council decision about an OPRA request in which the Borough prevailed and thanked the Records Custodians, Adam Young and Chief Brett Bartman, for their efforts.

COMMUNICATIONS

- A.** August Zoning Report
- B.** Tax and Finance Reports - July
- C.** Refunding Analysis - Bond
- D.** 77 Main Street Redevelopment

BILL LIST

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$284,150.28**

Motion to approve bill list: Moore / Strange

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS

Motion to adjourn: Columbus / Moore

Roll call vote: Columbus, yes ; Ferry, yes ; Hughes, yes ; Moore, yes ; Strange, yes ; Zappa, yes ;

Motion passes: 6 yes

Next Council Meeting: September 24, 2020 - 7:30 pm – Fire House, 7 Maryland Ave., High Bridge, NJ or Zoom

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

Recognition of National Hispanic Heritage Month

PROCLAMATION: 007-2020

PROCLAIMED:

WHEREAS, each year Americans observe National Hispanic Heritage Month by celebrating the histories, cultures, and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean, and Central and South America, and

WHEREAS, observance of Hispanic Heritage began in 1968, was later expanded, and begins many significant anniversaries of independence for Latin American countries, and

WHEREAS, The United States has the 2nd largest population of Hispanic and Latinx people in the world, and

WHEREAS, I and the Borough Council ask all individuals to celebrate the great diversity of the American people by recognizing residents and friends of High Bridge with Hispanic and Latinx heritage who have helped make our Borough prosperous,

WHEREAS, we encourage the work of those who dedicate their time and efforts to the furthering of a connected and strong local community by recognizing September 15th, 2020 through October 15th, 2020 as National Hispanic Heritage Month,

THEREFOR, in recognition, I and the Borough Council hereby proclaim September 15th, 2020 through October 15th, 2020 as National Hispanic Heritage Month in the Borough of High Bridge.

ORDINANCE 2020-041

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

BOND ORDINANCE AMENDING IN ITS ENTIRETY BOND ORDINANCE #2019-017 OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY FINALLY ADOPTED MAY 9, 2019

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

Section One. Bond ordinance #2019-017 of the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough") finally adopted May 9, 2019 and entitled, "Bond Ordinance Providing for Various Water Utility Improvements in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey, Appropriating \$1,000,000 Therefor and Authorizing the Issuance of \$1,000,000 Bonds or Notes of the Borough to Finance the Cost Thereof" is hereby amended in its entirety to read as follows:

"BOND ORDINANCE PROVIDING FOR VARIOUS WATER UTILITY IMPROVEMENTS IN AND BY THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$1,500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,500,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF

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

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough"). For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$1,500,000. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is being funded by the New Jersey Infrastructure Bank and because the purpose authorized herein is deemed self-liquidating and the bonds and bond anticipation notes authorized herein are deductible from the gross debt of the Borough, as more fully explained in Section 6(e) of this bond ordinance.

Section 2. In order to finance the cost of the several improvements or purposes, negotiable bonds are hereby authorized to be issued in the principal amount of \$1,500,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Bunnvale Upgrades:</u> Various water utility improvements including all studies, work and materials necessary therefor and incidental thereto	\$1,023,000	\$1,023,000	40 years
b) <u>West Main Upgrades:</u> Various water utility improvements including all models, studies, work and materials necessary therefor and incidental thereto	<u>\$477,000</u>	<u>\$477,000</u>	40 years

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
TOTALS:	<u>\$1,500,000</u>	<u>\$1,500,000</u>	

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. 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 bond 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 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as self-liquidating purposes of a municipal public utility. No part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$1,500,000, but that the net debt of the Borough determined as provided in the Local Bond Law is not increased by this bond ordinance. The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$450,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for purposes that are deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44(c).

Section 7. The Borough hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Chief Financial Officer on a tax-exempt basis. The Borough hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the obligations, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the obligations. The Chief Financial Officer is hereby authorized to act on behalf of the Borough to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in

Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law."

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

Introduction: 09/10/2020
Publication: 09/17/2020
Adoption:
Publication:

ORDINANCE 2020-043

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

Amend Borough Code, Chapter 75

WHEREAS, the Borough of High Bridge has adopted Chapter 75-8 Chain of command and rank established which reads as follows:

§ 75-8 Chain of command and rank established.

The chain of command and rank in the High Bridge Police Department as established by municipal ordinance shall descend in the following order:

- A. Chief of Police.
- B. Sergeant.
- C. Patrolman.

WHEREAS, the Borough seeks to amend Chapter 75-8 as follows:

§ 75-8. Chain of command and rank established.

The chain of command and rank in the High Bridge Police Department as established by the municipal ordinance shall descend in the following order:

- A. Chief of Police
- B. Sergeant
- C. Police Officer
- D. Special Police Officer
- E. Crossing Guard

WHEREAS, the Borough of High Bridge has adopted Chapter 75-11 Classification of applicants which reads as follows:

§ 75-11 Classification of applicants.

- A. Before any person shall be appointed as a member of the Police Department, the Borough Council may classify all the duly qualified applicants for the position or positions to be filled in the following classes:

- (1) Class I: four years of employment on the High Bridge Police Department.
- (2) Class II: three years of employment on the High Bridge Police Department.
- (3) Class III: two years of employment on the High Bridge Police Department.
- (4) Class IV: one year of employment on the High Bridge Police Department.
- (5) Probation status for less than one-year employment.

B. Within each such classification, duly qualified applicants who are veterans shall be accorded all such veterans' preferences as are provided by law. Persons discharged from the military service of the United States Service, within six months prior to making application, who fulfill the requirements of N.J.S.A. 40A:14-123.1 and who, thereby, are entitled to appointment notwithstanding their failure to meet the New Jersey residency requirement at the time of their initial application, shall be placed in Class III.

C. The first criteria for appointment shall be merit, and thereafter the next criteria may be years employed. The Borough Council shall first appoint all those Class I, and then those in each succeeding class in the order above listed and shall appoint a person or persons in any such class only to a vacancy or vacancies remaining after all qualified applicants in the preceding class or classes have been appointed or have declined an offer of appointment.

D. This section shall apply only to initial appointments and not to promotional appointments of persons already members of the Police Department.

E. In making temporary appointments, the Borough Council may utilize the classifications set forth in this section and shall classify accordingly all duly qualified applicants for the positions to be temporarily filled.

WHEREAS, the Borough seeks to amend Chapter 75-11 as follows:

§ 75-11. Qualifications for membership.

Each applicant shall comply with all the laws of the State of New Jersey. All persons appointed to the Police Department shall meet the following requirements, which include those set forth in N.J.S.A. 40A: 14-122, by being:

- A. A citizen of the United States.
- B. Of good mental and bodily health sufficient to satisfy the board of trustees of the police and firemen's retirement system of New Jersey as to their eligibility for membership in the retirement system.
- C. Able to read, write and speak the English language well and intelligently.
- D. Of good moral character and free from conviction of any crime constituting an indictable offense or any crime or offense involving moral turpitude.
- E. Able to pass such written, oral, physical and psychological examinations as shall be selected by the Chief of Police and meet essential job functions.
- F. A graduate of a high school, vocational high school or possess an approved Equivalent Certificate.

- G. A holder of a valid New Jersey driver's license.
- H. Able to otherwise meets all requirements of N.J.S.A. 40A14-122 to 40A:14-127.1.

WHEREAS, the Borough of High Bridge has adopted Chapter 75-12 Selection of applicants for initial appointment which reads as follows:

§ 75-12 Selection of applicants for initial appointment.

A. Applicants for initial appointment shall be selected on a basis of education, experience, previous training and the successful completion of interviews, background investigations and any other requirements deemed necessary by the Chief of Police and Police Committee. The applicants must be a citizen of the United States and the State of New Jersey. Applicants must be at least 18 years old and able to speak write and read the English language well and intelligently. Applicants shall not have been convicted of any indictable offense or any crime or offenses involving any moral turpitude. Eligible applicants shall also be required to undergo medical and psychological examinations, and pass such examinations or any further testing deemed necessary for the position.

B. Applicants are required to have successfully completed a police training program in a school accredited by the Police Training Commission within the Division of Criminal Justice of the Department of Law and Public Safety of the State of New Jersey. [Amended 1-25-2007 by Ord. No. 2007-2]

C. The interview process for candidates shall be conducted by the Police Chief, the Police Committee of the Borough Council and the Borough Administrator. The Mayor may or may not be included in the interview process, but is responsible for making the appointment to Borough Council.

D. Applicants eligible for appointment. Upon successful completion of all examinations, interviews and other requirements, the Chief of Police shall compile and rank a list of successful applicants from which the Mayor will make an appointment and Borough Council may approve his appointment.

WHEREAS, the Borough seeks to amend Chapter 75-12 as follows:

§ 75-12. Determination of membership.

A. Investigation of applicants. No applicant shall be appointed to any position with the Police Department until after the applicant shall have been fingerprinted, with such fingerprints submitted and filed with the New Jersey State Police and Federal Bureau of Investigation. No applicant shall be appointed until after there has been a thorough background and character investigation of the candidate that will also determine the candidate's fitness for the position.

B. Required training; probationary status.

1) No person shall be permanently appointed to the police department of the Borough of High Bridge until after successful completion of a police training program pursuant to N.J.S.A. 52:17B-66, e, seq.

i. A temporary appointment as a police officer may be made for a total period not exceeding one year for the purpose of enabling a person seeking permanent appointment to take a police training course, provided that the time period may not exceed one year in accordance with N.J.S.A. 52:17B-69.

ii. The Mayor and Council may waive the requirement of attendance for such training if the police officer who has been appointed on a temporary basis has satisfactorily received certification of previous completion at an approved school as required in the Police Training Act. Such an employee shall be classified as probationary police officer for a period not to exceed one year from the date of hire.

C. All non-sworn employees of the Police [DO NOT CHANGE] shall serve a probationary period of six months before becoming regular employees unless otherwise provided by law.

D. The Chief of Police shall make a recommendation to the Mayor and Council concerning the suitability for transition from probationary status to regular status for each probationary police officer. Nothing herein shall prohibit the Chief of Police from submitting such recommendation at any time during the employee's probationary period when such employee demonstrates that they do not possess the qualities and abilities to competently perform the duties of a High Bridge Borough police officer.

E. The Mayor and Council may terminate a probationary employee at any time during or at the end of the probationary period or affirm the retention of the candidate as a permanent member of the police force.

F. Each member of the Police Department, before entering upon the performance of his or her duties, shall take and subscribe a written oath or other appropriate form of affirmation to bear true faith and allegiance to the government established in this State, to support the Constitutions of the United States of America and the State of New Jersey and to faithfully, impartially and justly discharge and perform all the duties of this office. This oath or affirmation shall be filed with the Clerk.

WHEREAS, the Borough of High Bridge has adopted Chapter 75-13 Promotion and new hires which reads as follows:

§ 75-13 Promotions and new hires.

[Amended 9-10-2009 by Ord. No. 2009-20]

A. Vacancies in the positions of Sergeant or [DO NOT CHANGE] shall be filled by recommendation of the Chief of Police, with the advice and consent of the Council, [DO NOT CHANGE] appointment by the Mayor, based upon general qualifications, service records and attendance records. Eligible applicants shall also be required to undergo a psychological examination and pass such examination or any further testing deemed necessary for the position.

B. No person shall be eligible for a promotion to Sergeant unless he shall have previously served as a [DO NOT CHANGE] in the High Bridge Police Department.

WHEREAS, the Borough seeks to amend Chapter 75-13 as follows:

§ 75-13a. Special Police Officers.

A. The Mayor, with the advice and consent of the Council, shall appoint such number as may be approved of special police officers available for assignment to active police duty subject to eligibility criteria and limitations set forth in the Special Law Enforcement Officers' Act, N.J.S.A. 40A:14-146.8, et seq.

B. Classification of special police officers. There shall be the following class of special police officers as provided in N.J.S.A. 40A:14-146.11:

(1) Class One: Officers of this class shall be authorized to perform routine traffic details, spectator control and similar duties. Class One officers shall have the power to issue summons for disorderly persons and petty disorderly persons offenses, violations of borough ordinances and violations of Title 39 of the Revised Statutes. The use of a firearm by an officer of this class shall be strictly prohibited. No Class One officer shall be assigned any duties which may require the carrying or use of a firearm.

(2) Class Two: Officers of this class are authorized to exercise full powers and duties of a regular police officer. The use of a firearm by such officer may only be authorized upon successful completion of training and instruction as required by law.

C. Compensation. Each special police officer shall receive compensation as provided for in the salary ordinances of the Borough.

D. Not members of Police Department. No special police officer, by virtue of his appointment as such, shall be or become a member of the Police Department.

E. Use of firearms and equipment limited. The use of firearms and equipment shall be limited as set forth in N.J.S.A. 40A:14-146.14.

F. Compliance with rules and regulations. Every special police officer, while on duty, shall abide by all the rules and regulations of the Police Department and all applicable laws. Any violation of the rules, regulations, or laws where the penalty for a police officer is a suspension or dismissal, may result in the immediate dismissal of the special police officer.

NOW, THEREFORE BE IT ORDAINED, by the governing body of the Borough of High Bridge, in the County of Hunterdon, and the State of New Jersey that all ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed and that this ordinance shall become effective immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

Introduction: 09/10/2020
Publication: 09/17/2020
Adoption:
Publication:

ORDINANCE 2020-044

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

**REFUNDING BOND ORDINANCE PROVIDING FOR THE
REFUNDING OF ALL OR A PORTION OF THE
OUTSTANDING GENERAL OBLIGATION BONDS OF THE
BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF
HUNTERDON, NEW JERSEY, APPROPRIATING \$5,300,000
THEREFOR AND AUTHORIZING THE ISSUANCE OF
\$5,300,000 REFUNDING BONDS OF THE BOROUGH FOR
FINANCING THE COST THEREOF**

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

Section 1. The Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough") is hereby authorized to refund all or a portion of the outstanding General Obligation Bonds of the Borough, dated February 15, 2010, issued in the original principal amount of \$7,800,000 (the "2010 Bonds"). The 2010 Bonds maturing on or after February 15, 2031 (the "Refunded Bonds") may be redeemed at the option of the Borough in whole or in part on any date on or after February 15, 2021 (the "Redemption Date") at a redemption price equal to 100% of such Refunded Bonds, plus unpaid accrued interest, if any, to the Redemption Date.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$5,300,000 pursuant to the Local Bond Law of the State of New Jersey.

Section 3. An aggregate amount not exceeding \$125,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-51(b) has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The supplemental debt statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the \$5,300,000 amount of the Refunding Bonds authorized by this refunding bond ordinance and that an amount representing the \$5,075,000 principal amount of the bonds to be refunded will be deductible from gross debt. The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

Section 5. The purpose of the refunding is to effect an interest cost savings for the Borough.

Section 6. A certified copy of this refunding bond ordinance as adopted on first reading has been filed with the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey prior to final adoption.

Section 7. The Mayor, the Chief Financial Officer, the Borough Clerk and other appropriate representatives of the Borough are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the Borough to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the Refunded Bonds referred to in Section 1 hereof.

Section 8. This refunding bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law, provided that the consent of the Local Finance Board has been endorsed upon a certified copy of this refunding bond ordinance as finally adopted, which consent will be so endorsed in accordance with N.J.A.C. 5:30-2.5.

Introduction: 09/10/2020
Publication: 09/17/2020
Adoption:
Publication:

Ordinance 2020-045

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

Authorizing Private Sale of Borough Property

WHEREAS, the Borough of High Bridge is the record owner of property at Block 201, Lot 9, also known as The Commons; and

WHEREAS, the Borough property is adjacent to property at 77 Main Street, Block 19.02, Lot 79, which is being redeveloped by Fish Head Properties LLC for a residential project; and

WHEREAS, the residential project requires up to an additional 22 feet of lot width to accommodate parking and drive aisles for the residential project; and

WHEREAS, the Borough sees a benefit in the development of the property for the residential project from its previous use; and

WHEREAS, an approximately 22' x 100' strip of land from The Commons required by the neighboring property owner and set forth on drawings provided by the neighboring property owner (the "Transfer Property") is less than the minimum size required for development under the Borough zoning ordinance and has no capital improvements on the land; and

WHEREAS, the Transfer Property that may be required by the neighboring property owner is not needed for public use and the loss of this land area would not cause a detriment to the public; and

WHEREAS, the Borough is willing to proceed with a subdivision application to provide a lot line adjustment with the neighboring property owner and transfer of the transfer property to the neighboring property owner pursuant to the terms set forth herein; and

WHEREAS, N.J.S.A. 40A:12-13(b)(5) authorizes a municipality to enter into a private sale with the owner of the real property contiguous to the real property being sold provided that the property being sold is less than the minimum size required for development under the municipal zoning ordinance and is without any capital improvement thereon; and

WHEREAS, N.J.S.A. 40A:12-13(b)(5) further specifies that any such sale shall be for not less than the fair market value of said real property; and

/

WHEREAS, the Borough wishes to obtain an appraisal of the property so that it has a determination of the fair market value of the property; and

WHEREAS, N.J.S.A. 40A:12-13(b)(5) requires the Borough advertise the sale of the property.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of High Bridge:

1. The Mayor of the Borough of High Bridge and other necessary Borough officials are hereby authorized to enter into a private sale of the undersized transfer property set forth in this ordinance to the neighboring property owner at a fair market value in accordance with N.J.S.A. 40A:12-13(b)(5) and to take all reasonable, necessary and lawful steps to effectuate the sale of the lots, including execution of the appropriate deed and transfer documents.
2. The Borough is authorized to obtain an appraisal of the transfer property to determine the fair market value, provided that the neighboring property owner pays the cost of such appraisal. The fair market value determined by the appraisal shall be the minimum price for the sale of the land.
3. The Borough is authorized to proceed with a subdivision application before the Borough Planning Board to effectuate a lot line adjustment with the neighboring property owner and transfer of the transfer property to the neighboring property owner, provided that the neighboring property owner pays all costs of the application.
4. The Borough shall advertise the sale of the property to neighboring property owners and sell the property to the highest bidder among the adjacent owners, so long as the successful bidder pays the minimum sale price for the property.
5. The property authorized to be sold and the minimum sale price shall be posted on the public bulletin board in Borough Hall and the Fire House and in a newspaper circulating in the Borough within five (5) days following adoption of this ordinance, and offers may be made for the purchase of the property for a period of 20 days following the advertisement.
6. The Borough Clerk shall file with the Director of the Division of Local Government Services in the Department of Community Affairs, sworn affidavits verifying the publication of advertisements.
7. 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.

8. All ordinances or parts of ordinances deemed to be inconsistent with his ordinance are hereby repealed.
9. This ordinance shall become effectively immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

Michele Lee, Mayor

ATTEST:

Adam Young, Borough Clerk

Introduction: 09/10/2020
Publication: 09/17/2020
Adoption:
Publication:

ORDINANCE 2020-046

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

Amend Borough Code, Chapter 12-11. Approval of Vouchers

WHEREAS, Chapter 12-11 currently reads:

§ 12-11 Approval of vouchers.

[Amended 1-25-2007 by Ord. No. 2007-2]

All persons having a claim for funds from the Borough of High Bridge shall submit an invoice for payment of the same. Said invoice must be attached to the voucher to be approved by the CFO and by the Administrator.

NOW, THEREFORE BE IT ORDAINED, by the governing body of the Borough of High Bridge, in the County of Hunterdon, and the State of New Jersey that the code be amended as follows:

§ 12-11 Approval of vouchers.

[Amended 1-25-2007 by Ord. No. 2007-2]

All persons having a claim for funds from the Borough of High Bridge shall submit an invoice for payment of the same. Said invoice must be attached to the voucher to be approved by the CFO, Clerk, appropriate department head, or the Administrator.

NOW, THEREFORE BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed and that this ordinance shall become effective immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

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

**APPOINTING ADMINISTRATIVE AGENT TO ADDRESS
THE BOROUGH OF HIGH BRIDGE
AFFORDABLE HOUSING OBLIGATIONS**

RESOLUTION: 210-2020

ADOPTED:

WHEREAS, the Borough of High Bridge petitioned the Superior Court of New Jersey for a Declaratory Judgment to determine that the Borough's proposed Housing Element and Fair Share Plan is compliant with its constitutional obligation to provide its fair share of the regional need for very-low, low, and moderate income housing; and

WHEREAS, the Borough's proposed 2018 Housing Element and Fair Share Plan ("Plan") will result in the creation of housing units affordable to and intended for occupancy solely by qualified very-low, low, and moderate income households; and

WHEREAS, the Borough's Plan has a rehabilitation component and third round component and the Borough requires the assistance of an Administrative Agent for the Borough's rehabilitation program and third round program; and

WHEREAS, the Borough has received a proposal from Community Grants, Planning and Housing ("CGP&H"), for such administrative services; and

WHEREAS, the Borough Council of the Borough of High Bridge has reviewed the proposal and has determined to retain and designate CGP&H its Administrative Agent for all other components of the Housing Element and Fair Share Plan; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge, County of Hunterdon, State of New Jersey, that

1. The Borough hereby approves the retention of Community Grants, Planning and Housing, 1249 South River Road, Suite 301, Cranbury, New Jersey 08512 as its Administrative Agent for all other administrative services set forth in the Borough's Housing Element and Fair Share Plan, in accordance with the terms of the September 17, 2020 proposal submitted by CPG&H for Affordable Housing Administrative Agent, at a cost to the Borough not to exceed \$3,000 per year for general administrative services, as set forth in the proposal; and
2. That the Mayor and the Administrator are authorized to execute Agreements with CGP&H on behalf of the Borough of High Bridge.
3. This Resolution shall take effect immediately.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Planning Board O/E-Acct#10518020 and Growth Share Fee-Acct#711333.



Bonnie Ann Fleming
Chief Financial Officer

ATTEST:

Adam Young
Municipal Clerk

Michele I. Lee
Mayor

CERTIFICATION

I, Adam Young, Acting Borough Clerk of the Borough of High Bridge, hereby certify that this resolution was duly adopted by the Borough of High Bridge Council at a meeting duly held on the 24th day of September, 2020; 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, Borough Clerk

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

RESOLUTION: 211-2020

ADOPTED:

**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 2020 in the sum of \$690.70, which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: DOJ-Bullet-Proof Vest Program Pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$690.70 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: DOJ-Bullet-Proof Vest Program

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

E-TICKET LEASE AGREEMENT-Amended

RESOLUTION: 212-2020

ADOPTED:

WHEREAS, the Borough of High Bridge wishes to purchase five Info-Cop E-Ticketing Software and licenses with hardware, installation and support for its' Police Vehicles, and

WHEREAS, Gold Type Business Machines, Inc. (GTBM) was awarded the New Jersey State Contract #89980 for Computer Equipment, Peripherals and Related Services; and

WHEREAS, the total cost of the software and licenses with hardware, installation and support is \$11,682.00, and

WHEREAS, a lease agreement shall be entered into with Gold Type Business Machines, Inc. (BTBM) for a total of five years with an annual amount of \$2,336.40 and

WHEREAS, four months of the first year of the lease or \$778.80 will be budgeted in the 2020 Current Fund budget.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve the lease agreement for E-Ticketing Software and licenses with hardware, installation and support to Gold Type Business Machines, Inc. (GTBM).

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Police-Lease/Purchase-#10524520



Bonnie Ann Fleming
Chief Financial Officer

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

AMENDMENT OF PROFESSIONAL SERVICE CONTRACT - MASER

RESOLUTION: 213-2020

ADOPTED:

WHEREAS, a professional service contract for Borough Engineer was awarded to Maser Consulting P.A. by Resolution #010-2020 on January 2, 2020, and amended by Resolution#146-2020 on June 25, 2020, and by Resolution #163-2020 on July 16, 2020; and

WHEREAS, additional professional services are required for engineering expenses for a GIS Application for the Water and Sewer Utilities; and

WHEREAS, a certification of funds available has been completed by the CFO for said project.

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 that the contract originally awarded to Maser Consulting P.A. for Borough Engineer shall hereby be amended to include \$6,900.00 allocated for a GIS Application for the Water and Sewer Utilities.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Water-O/E-#60510051=\$3,450.00 and Sewer-O/E-#62510051=\$3,450.00.



Bonnie Ann Fleming
Chief Financial Officer

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

**RESOLUTION DETERMINING THE FORM AND OTHER
DETAILS OF NOT TO EXCEED \$5,300,000 PRINCIPAL
AMOUNT OF GENERAL OBLIGATION REFUNDING
BONDS OF THE BOROUGH OF HIGH BRIDGE, IN THE
COUNTY OF HUNTERDON, NEW JERSEY AND
PROVIDING FOR THE SALE AND THE DELIVERY OF
SUCH BONDS**

RESOLUTION: 214-2020 ADOPTED:

EXTRACT from the minutes of a regular meeting of the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey held at _____, High Bridge, New Jersey on September 24, 2020 at _____ p.m.

PRESENT:

ABSENT:

_____ introduced and moved the adoption of the following resolution, and _____ seconded the motion:

RESOLUTION DETERMINING THE FORM AND OTHER
DETAILS OF NOT TO EXCEED \$5,300,000 PRINCIPAL
AMOUNT OF GENERAL OBLIGATION REFUNDING BONDS
OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF
HUNTERDON, NEW JERSEY AND PROVIDING FOR THE
SALE AND THE DELIVERY OF SUCH BONDS

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

Section 1. The Borough of High Bridge, in the County of Hunterdon, New Jersey (referred herein as the "Borough") hereby authorizes the sale, in one or more series, of an amount not to exceed \$5,300,000 General Obligation Refunding Bonds (the "Bonds") by virtue of its final adoption by a two-thirds majority of its full membership on September 24, 2020 of a bond ordinance entitled, "Refunding Bond Ordinance Providing for the Refunding of All or a Portion of the Outstanding General Obligation Bonds of the Borough of High Bridge, in the County of Hunterdon, New Jersey, Appropriating \$5,300,000 Therefor and Authorizing the Issuance of \$5,300,000 Refunding Bonds of the Borough for Financing the Cost Thereof" (the "Bond Ordinance").

Section 2. The Bonds are hereby authorized to be sold to an investment banking or financial institution (referred to herein as the "Underwriter") selected by the Chief Financial Officer, based on the solicitation of proposals for such financial services by Phoenix Advisors, LLC, the Borough's municipal advisor (the "Municipal Advisor"), in accordance with the purchase contract to be entered into by and between the Underwriter and the Borough (the "Purchase Contract") pursuant to this resolution. The purchase price for the Bonds shall be as set forth in the Purchase Contract, plus unpaid accrued interest, if any, from the dated date of the Bonds to, but not including, the delivery date of the Bonds. The Mayor and/or the Chief Financial Officer is hereby authorized to enter into the Purchase Contract on behalf of the Borough with the Underwriter in a form satisfactory to McManimon, Scotland & Baumann, LLC, Bond Counsel for the Borough ("Bond Counsel") for the sale of the Bonds to the Underwriter in accordance with the provisions of this resolution. The signature of the Mayor or Chief Financial Officer on the Purchase Contract shall be conclusively presumed to evidence any necessary approvals.

Section 3. The Bonds are being issued to incur interest cost savings by redeeming all or a portion of the callable outstanding General Obligation Bonds of the Borough originally issued in the principal amount of \$7,800,000 dated February 15, 2010, which bonds maturing on or after February 15, 2031 (the "Refunded Bonds") are redeemable at the option of the Borough in whole or in part on any date on or after February 15, 2021 (the "Redemption Date") at par (the "Redemption Price"), plus in each case accrued interest, if any, to the Redemption Date.

Section 4. The Bonds shall be issued in accordance with the terms and the conditions set forth in the Purchase Contract within the parameters set forth herein:

(A) The Bonds shall be issued in a par amount determined to be necessary to pay costs of issuance and to provide for payment of the Redemption Price of the Refunded Bonds on the Redemption Date, and the interest due on the Refunded Bonds through the Redemption Date;

(B) The Bonds shall be dated such date as established in the Purchase Contract;

(C) The Bonds shall mature in the principal amounts on or about February 15 of each year, commencing on or about February 15, 2031 and thereafter or as otherwise set forth in the Purchase Contract and shall bear interest at interest rates per annum on the unpaid principal balance on each February 15 and August 15 until maturity or earlier redemption, commencing on or about February 15, 2031 or as otherwise set forth in the Purchase Contract;

(D) The Bonds shall be issued in the form of one bond for each maturity except if all or any portion of the Bonds are issued as term bonds;

(E) The Bonds shall be numbered consecutively from R-1 upward and shall mature in such principal amounts with such mandatory call features and with such mandatory sinking fund payments as set forth below and as determined in the Purchase Contract;

(F) The Bonds may be subject to optional redemption or not as set forth in the Purchase Contract;

(G) Depending on market conditions at the time of the sale, the Bonds may be issued in one or more series as determined by the Chief Financial Officer, in consultation with Bond Counsel and with the Municipal Advisor.

Section 5. The Bonds shall be substantially in the following form with such additions, deletions and omissions as may be necessary for the Borough to conform the Bonds to the requirements of the Purchase Contract:

**SAMPLE BOND FORM FOR INFORMATION
ONLY – DO NOT COMPLETE**

REGISTERED

REGISTERED

NUMBER R-____

\$ _____

UNITED STATES OF AMERICA
STATE OF NEW JERSEY

BOROUGH OF HIGH BRIDGE,
IN THE COUNTY OF HUNTERDON

REFUNDING BOND

DATED DATE:	MATURITY DATE:	RATE OF INTEREST PER ANNUM:	CUSIP:
__/__/2020	02/15/__	_____ %	_____

BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY (the "Borough") hereby acknowledges itself indebted and for value received promises to pay to CEDE & CO., as nominee of The Depository Trust Company, which will act as Securities Depository, on the Maturity Date specified above, the principal sum of _____ DOLLARS (\$ _____) and to pay interest on such sum from the Dated Date set forth above at the Rate of Interest Per Annum specified above semiannually on the fifteenth days of February and August in each year until maturity [or earlier redemption] commencing on February 15, 2031. Interest on this bond will be paid to the Securities Depository by the Borough and will be credited to the participants of The Depository Trust Company as listed on the records of The Depository Trust Company as of the February 1 and August 1 next preceding the date of such payments (the "Record Dates" for such payments). Principal of this bond, upon presentation and surrender to the Borough, will be paid to the Securities Depository by the Borough and will be credited to the participants of The Depository Trust Company.

This bond is not transferable as to principal or interest except to an authorized nominee of The Depository Trust Company. The Depository Trust Company shall be responsible for maintaining the book-entry system for recording the interests of its participants or the transfers of the interests among its participants. The participants are responsible for maintaining records regarding the beneficial ownership interests in the bonds on behalf of individual purchasers.

[The bonds of this issue maturing prior to February 15, 20__ are not subject to redemption prior to their stated maturities. The bonds of this issue maturing on or after February 15, 20__ are redeemable at the option of the Borough in whole or in part on any date on or after February 15, 20__ upon notice as required herein at par, plus in each case unpaid accrued interest to the date fixed for redemption.

Notice of redemption shall be given by mailing by first class mail in a sealed envelope with postage prepaid to the registered owners of the bonds not less than thirty (30) days, nor more than sixty (60) days prior to the date fixed for redemption. Such mailing shall be to the owners of such bonds at their respective addresses as they last appear on the registration books kept for that purpose by the Borough or a duly appointed Bond Registrar. Any failure of the Securities Depository to advise any of its participants or any failure of any participant to notify any beneficial owner of any notice of redemption shall not affect the validity of the redemption proceedings. If the Borough determines to redeem a portion of the bonds prior to maturity, the bonds to be redeemed shall be selected by the Borough. The bonds to be redeemed having the same maturity shall be selected by the Securities Depository in accordance with its regulations.

If notice of redemption has been given as provided herein, the bonds or the portion thereof called for redemption shall be due and payable on the date fixed for redemption at the redemption price, together

with unpaid accrued interest to the date fixed for redemption. Interest shall cease to accrue on the bonds after the date fixed for redemption. Payment shall be made upon surrender of the bonds redeemed.]

This bond is one of an authorized issue of bonds and is issued pursuant to the Local Bond Law of the State of New Jersey and a refunding bond ordinance of the Borough finally adopted September 24, 2020 and entitled, "Refunding Bond Ordinance Providing for the Refunding of All or a Portion of the Outstanding General Obligation Bonds of the Borough of High Bridge, in the County of Hunterdon, New Jersey, Appropriating \$5,300,000 Therefor and Authorizing the Issuance of \$5,300,000 Refunding Bonds of the Borough for Financing the Cost Thereof."

The full faith and credit of the Borough are hereby irrevocably pledged for the punctual payment of the principal of and the interest on this bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the constitution or the statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this bond exist, have happened and have been performed and that the issue of bonds of which this is one, together with all other indebtedness of the Borough, is within every debt and other limit prescribed by such constitution or statutes.

IN WITNESS WHEREOF, the BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY has caused this bond to be executed in its name by the manual or facsimile signature of its Mayor, its corporate seal to be hereunto imprinted or affixed, this bond and the seal to be attested by the manual signature of its Clerk, and this bond to be dated the Dated Date as specified above.

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

[SEAL]

ATTEST:

By: [to be executed upon issuance of bonds]
Mayor

By: [to be executed upon issuance of bonds]
Clerk

[END OF SAMPLE BOND FORM]

Section 6. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by Bond Counsel, complete except for omission of its date. The Chief Financial Officer is hereby authorized and directed to file a signed duplicate of such written opinion in the Borough Clerk's office. Alternatively, each Bond may be accompanied by the signed legal opinion or copy thereof.

Section 7. Bond Counsel is authorized to arrange for the printing of the Bonds. The proper officials of the Borough are hereby authorized and directed to execute the Bonds and to deliver them to the Purchaser in exchange for payment, including accrued interest from their date to the date of delivery, if any.

Section 8. The Chief Financial Officer is hereby authorized to make representations and warranties, to enter into agreements and to make all arrangements with The Depository Trust Company, New York, New York as may be necessary in order to provide that the Bonds will be eligible for deposit with The Depository Trust Company and to satisfy any obligation undertaken in connection therewith.

Section 9. In the event that The Depository Trust Company may determine to discontinue providing its service with respect to the Bonds or is removed by the Borough and if no successor Securities Depository is appointed, the Bonds which were previously issued in book-entry form shall be converted to Registered Bonds (the "Registered Bonds") in denominations of \$5,000, or any integral multiple thereof, except that an amount maturing in any one year in excess of the largest principal amount thereof equaling a multiple of \$5,000 will be in denominations of \$1,000, or any integral multiple thereof. The beneficial owner under the book-entry system, upon registration of the Bonds held in the beneficial owner's name, will become the registered owner of such Registered Bonds. The Borough shall be obligated to provide for the execution and delivery of the Registered Bonds in certificate form.

Section 10. The Borough hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986 (the "Code") in order to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds, and that it will refrain from taking any action that would adversely affect the tax exemption of the Bonds under the Code. The Borough authorizes the Chief Financial Officer to act and determine on behalf of the Borough whether the Bonds will be designated as "bank qualified" within the meaning of Section 265 of the Code.

Section 11. Solely for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), and provided that the Bonds are not exempt from the Rule and provided that the Bonds are not exempt from the following requirements in accordance with paragraph (d) of the Rule, for so long as the Bonds remain outstanding (unless the Bonds have been wholly defeased), the Borough shall provide for the benefit of the holders of the Bonds and the beneficial owners thereof:

(a) On or prior to September 30 of each fiscal year, beginning September 30, 2021 for the fiscal year ending December 31, 2020, electronically to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system or such other repository designated by the SEC to be an authorized repository for filing secondary market disclosure information, if any, annual financial information with respect to the Borough consisting of the audited financial statements (or unaudited financial statements if audited financial statements are not then available, which audited financial statements will be delivered when and if available) of the Borough and certain financial information and operating data consisting of (1) Borough indebtedness and overlapping indebtedness including a schedule of outstanding debt issued by the Borough; (2) property valuation information; and (3) tax rate, levy and collection data. The audited financial statements will be prepared in accordance with generally accepted accounting principles as modified by governmental accounting standards as may be required by New Jersey law;

(b) if any of the following material events occur regarding the Bonds, a timely notice not in excess of ten business days after the occurrence of the event sent to EMMA:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue

- (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
- (7) Modifications to rights of security holders, if material;
 - (8) Bond calls, if material, and tender offers;
 - (9) Defeasances;
 - (10) Release, substitution, or sale of property securing repayment of the securities, if material;
 - (11) Rating changes;
 - (12) Bankruptcy, insolvency, receivership or similar event of the obligated person;
 - (13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
 - (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material;
 - (15) Incurrence of a Financial Obligation of the Borough, if material, or agreement to covenants, events of default, remedies, priority rights or other similar terms of a Financial Obligation, any of which affect holders of the Bonds, if material;
 - (16) Default, event of acceleration, termination event, modification of terms or other similar events under a Financial Obligation of the Borough, if any such event reflects financial difficulties.

The term "Financial Obligation" as used in subparagraphs (b)(15) and (b)(16) above means a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation or (iii) guarantee of (i) or (ii); provided, however, that the term "Financial Obligation" shall not include municipal securities as to which a final official statement has been provided to the Municipal Securities Rulemaking Board consistent with the Rule.

For the purposes of the event identified in subparagraph (12) above, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

Notice of failure of the Borough to provide required annual financial information on or before the date specified in this resolution shall be sent in a timely manner to EMMA.

If all or any part of the Rule ceases to be in effect for any reason, then the information required to be provided under this resolution, insofar as the provision of the Rule no longer in effect required the provision of such information, shall no longer be required to be provided.

The Chief Financial Officer shall determine, in consultation with Bond Counsel, the application of the Rule or the exemption from the Rule for each issue of obligations of the Borough prior to their offering. Such officer is hereby authorized to enter into additional written contracts or undertakings to implement the Rule and is further authorized to amend such contracts or undertakings or the undertakings set forth in this resolution, provided such amendment is, in the opinion of nationally recognized bond counsel, in compliance with the Rule.

In the event that the Borough fails to comply with the Rule requirements or the written contracts or undertakings specified in this resolution, the Borough shall not be liable for monetary damages, remedy being hereby specifically limited to specific performance of the Rule requirements or the written contracts or undertakings therefor.

Section 12. The Borough hereby approves the preparation and the distribution of the Preliminary Official Statement in the form to be approved by the Chief Financial Officer. Such Official Statement may be distributed in preliminary form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission on behalf of the Borough by the Chief Financial Officer. The Preliminary Official Statement shall be prepared in final form in connection with the issuance of the Bonds, and the Chief Financial Officer is authorized to execute any certificates necessary in connection with the distribution of the Official Statement. Final Official Statements shall be delivered to the Purchaser within the earliest of seven business days following the sale of the Bonds or to accompany the Purchaser's confirmations that request payment for the Bonds. Bond Counsel and/or the Municipal Advisor are further authorized to arrange on behalf of the Borough for a rating for the Bonds from S&P Global Ratings, acting through Standard & Poor's Financial Services LLC, and/or Moody's Investors Service, and all such actions taken to date are hereby ratified.

Section 13. The Chief Financial Officer, with the advice of the Municipal Advisor, is authorized to arrange for bond insurance if advantageous based on the advice of the Underwriter to be provided at a premium not to exceed 75 basis points of the amount of principal and interest payable in order to obtain the best possible rates and the most cost effective financing and is authorized to take all steps on behalf of the Borough necessary to do so.

Section 14. The Chief Financial Officer, with the advice of Bond Counsel, shall arrange for paying agent services or redemption agent services with a banking institution if any portion of the Bonds are term bonds requiring a sinking fund.

Section 15. The Chief Financial Officer is also authorized and directed to pay the costs of issuance in connection with the sale of the Bonds pursuant to a certificate of the Chief Financial Officer to be executed upon delivery of the Bonds in an aggregate amount not to exceed the amount outlined in the Bond Ordinance.

Section 16. The Chief Financial Officer shall take all steps necessary to call the Refunded Bonds on the Redemption Date, at par, plus any unpaid accrued interest thereon and to take all steps necessary for the investment of the proceeds of the Refunded Bonds necessary to arrange for such redemption. The Municipal Advisor and/or the Underwriter, on behalf of the Borough, are authorized to reserve and purchase open market treasury securities and/or United State Treasury—State and Local Government Series (SLGs) for deposit with the escrow agent, if required. All of the principal amount and interest earnings on the open market treasury securities and/or SLGs, as well as cash, if necessary, will be used to pay the interest due on the Refunded Bonds through the Redemption Date and pay the Redemption Price on the Refunded Bonds on

the Redemption Date. The Borough Council hereby authorizes the Chief Financial Officer to select a bank to serve as escrow agent, if necessary, based upon the recommendation of the Municipal Advisor and authorizes the Chief Financial Officer and/or Mayor to enter into an Escrow Deposit Agreement with such escrow agent, if necessary, in order to provide instructions regarding the deposit of the open market treasury securities and/or SLGs and cash, if any.

Section 17. The Borough Council hereby authorizes the Chief Financial Officer to select a firm to serve as verification agent, if necessary, to confirm the accuracy of the arithmetical and mathematical computations supporting (i) the accuracy of the interest cost savings and the sufficiency of the amount in the escrow account to pay the interest due on the Refunded Bonds through the Redemption Date and pay the Redemption Prices on the Redemption Date; and (ii) the calculations of yield supporting the conclusion of Bond Counsel that the Bonds are not "arbitrage bonds" as such meaning is set forth in the Code.

Section 18. The Mayor, Chief Financial Officer and other appropriate representatives of the Borough are hereby authorized to take all steps necessary to provide for the issuance of the Bonds and the redemption of the Refunded Bonds, including preparing and executing such agreements and documents on behalf of the Borough and taking all steps necessary or desirable to implement the requirements of this resolution, such agreements, and documents as may be necessary and appropriate and the transactions contemplated thereby.

Section 19. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

AYES:

NAYS:

CERTIFICATE

I, Adam Young, Clerk of the Borough of High Bridge, in the County of Hunterdon, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the Borough duly called and held September 24, 2020 has been compared by me with the original minutes as officially recorded in my office in the minute book of the Borough and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Borough this ____ day of September, 2020.

Adam Young, Clerk

(SEAL)

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

APPROVE ELECTRONICS RECYCLING EVENT

RESOLUTION: 215-2020

ADOPTED:

WHEREAS, the Borough wishes to hold an Electronics Recycling Event at the Commons on the Wye park, and

WHEREAS, the event will take place October 10, 2020 and November 21, 2020 from 9 a.m. to 1 p.m. and

WHEREAS, no white goods will be accepted at this event, and

WHEREAS, this event will be open to Borough residents and businesses, persons who work in the Borough, and Voorhees High School, and

NOW, THEREFORE, BE IT RESOLVED BY Mayor and Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey that the Environmental Commission may hold the Electronics Recycling Event as stated above.

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

BOROUGH EVENTS 2020 - UPDATED

RESOLUTION: 216-2020

ADOPTED:

WHEREAS, due to the nature of the current pandemic Borough event dates require review,

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of High Bridge that the following events are amended/added for 2020:

Music on Main: TBD

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

ADOPTION OF SOCIAL MEDIA POLICY

RESOLUTION: 204-2020

TABLED: 09/10/2020

WHEREAS, it is the obligation of the Borough to retain government records generated in the course of official business as per N.J.S.A. 47:1A-1.1, and

WHEREAS, the Borough wishes to set a firm set of rules and procedures that must be adhered to by those people provided access to the High Bridge Borough social media platforms and this policy shall be titled Social Media Policy, and

WHEREAS, the Social Media Policy will be provided to all Borough employees, Committee Chairpersons, and designees upon passage and provided to new employees upon successful application of employment,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon and the State of New Jersey that the Social Media Policy is approved as stated above.

BOROUGH OF HIGH BRIDGE SOCIAL MEDIA POLICY

Adopted date: _____
By Resolution: _____

PURPOSE

This policy sets forth guidelines for the establishment and use by the Borough of High Bridge ("the Borough") of all social media sites as a means of conveying Borough-related information to its residents and visitors.

For purposes of this policy, "social media" is understood to be content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the Internet. Examples of social media include Facebook, blogs, RSS, YouTube, Twitter, and Vimeo. For purposes of this policy, "comments" include information, articles, links and pictures.

SCOPE

This policy shall apply to any and all employees, individuals, volunteers, agencies, departments, officials, and/or council members who are now or hereinafter permitted as authorized users by the Borough of High Bridge to post content on the Borough's social media sites.

GENERAL POLICY

Because the Borough of High Bridge has an overriding interest and expectation in deciding who may "speak" and what is "spoken" on behalf of the Borough of High Bridge on social media sites, this policy is established for the use of all social media.

A. The Borough of High Bridge shall have a unified presence on social media sites deemed appropriate for use by the governing body.

B. No Borough of High Bridge social media site shall be established without prior approval by Ordinance or Resolution of the Borough Council. All Borough social media sites shall be administered by permissible users which shall be the Mayor and/or the Mayor's designee(s). Any pre-existing social media sites acting on behalf of the Borough or posing as an entity of the Borough shall be required to obtain approval of the Borough Council in order to function under the Borough of High Bridge's unified presence.

C. The Mayor and/or Mayor's designee, which may include a third party vendor, approved by the Mayor and Borough Council, shall monitor the High Bridge social media pages to ensure adherence to this policy, including appropriate use, messaging, and branding that is consistent with the interests, goals, and objectives of the Borough. The designated Committee Chair and Co-Chair will be responsible for the

content of any Borough social media sites they may create. Event planners within Committees will be responsible for administering and monitoring the platforms for these events, with approval of the Committee Chair and/or Co-Chair.

D. Any and all permissible users shall be provided with a copy of this policy and sign an Acknowledgment of Use (Addendum A) prior to utilizing Borough social media sites.

E. The Borough social media sites shall clearly set forth that they are maintained by the Borough and designated Committee Chairs and that all sites follow this Social Media Policy.

F. Wherever possible, the Borough social media sites should link back to the official Borough website for forms, documents, online services and other information necessary to conduct business with the Borough of High Bridge.

G. The Borough of High Bridge website at <http://www.highbridge.org> will remain the Borough's primary and predominant internet presence.

H. The Borough of High Bridge social media sites are intended to be informational only and are not intended to be used as an open forum for making comments, including any official communications to the Borough, for example, reporting crimes or misconduct, reporting dangerous conditions, giving notice required by any statute by, ordinance or regulations such as but not limited notices of claim. Prominent notice of this paragraph shall be displayed on every Borough social media site, along with the appropriate contact information for submitting official communications.

I. This social media policy and the Borough's Terms of Use Disclosure (Addendum B) shall be placed on the Borough of High Bridge Website and displayed to social media users or made available by hyperlink.

J. The Borough's social media sites and this Policy are subject to all applicable federal and NJ laws and regulations, as well as applicable record retention requirements. This includes adherence to established laws and policies regarding copyright, records retention, [Freedom of Information Act](#) (FOIA), [Open Public Records Act](#) (OPRA), First Amendment, privacy laws, Open Public Meetings Act and information security policies established by the Borough of High Bridge, its departments, affiliated boards, commissions and authorities.

K. This Social Media Policy may be revised at any time by Ordinance or Resolution of the Borough Council.

L. Any social media site created by the Borough of High Bridge, including all the followers and friends generated by the site remain the property of the Borough,. If a site representative no longer serves in such capacity, for any reason, they must relinquish everything related to the site including user names, passwords and/or access codes or information.

M. For purposes of this policy, Borough social media falls into two distinct categories:

- i. The High Bridge Borough Government Website does not allow for any public comments whatsoever. It is reserved for the Borough government to engage in its own expressive conduct to promote its own message and disseminate information. Examples of this type of site include the Borough's official website and the social media sites where public comment has not been enabled.
- ii. Limited Public Social Media Forums are Borough social media sites where public comment may be enabled; however, it is not intended for discussion on specific topics as signified by postings by permissible users or consistent with the purposes of this policy. Submission of comments by members of the public constitutes participation in a limited public forum.

COMMENT POLICY

A. As a public entity the Borough must abide by certain standards to serve all its constituents in a civil and unbiased manner.

B. When a post, comment, link, photograph, or other notification is made by an authorized designee on behalf of the Borough of High Bridge, the authorized designee shall not share personal information about himself or herself, or other High Bridge employees and or officials.

C. A comment posted by a member of the public on any Borough social media site is the opinion of the commentator or poster only, and publication of a comment does not imply endorsement of, or agreement by, the Borough, nor do such comments necessarily reflect the opinions or policies of the Borough.

D. Any attempt to hack or otherwise compromise the Borough's internet or social media sites will be reported to law enforcement and the perpetrator will be denied access to the sites.

E. The Borough of High Bridge reserves the right to deny access to its social media sites for any individual, who violates the High Bridge Social Media Policy, at any time and without prior notice.

PROHIBITED CONTENT

A. Comments containing any of the following inappropriate forms of content shall not be permitted on any of the Borough's social media sites and are subject to removal or restriction, in whole or in part, by the appointed designee:

- i. Profane, obscene, violent or pornographic content and/or language or links to such materials;

- ii. Content that promotes, fosters, or perpetuates discrimination on the basis of

race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation;

iii. Encouragement of illegal activity;

iv. Information that may tend to compromise the safety or security of the public or public systems;

v. Threats to any person or organization;

vi. Conduct that violates any federal, state, or local law;

vii. Content that violates a legal ownership interest of any other party;

viii. Solicitation of commerce, including but not limited to advertising of any business or product for sale. This prohibition does not apply to advertising of the Borough's activities;

ix. Content that incites violence;

x. Comments containing vulgar, offensive, threatening, or harassing language, personal attacks, or unsupported accusations;

xi. Comments unrelated to the particular post being commented upon

xii. politically biased viewpoints

LEGAL

A. The Borough reserves the right to report any violation of a social media site's Rules, Terms and Conditions, Rights and Responsibilities, etc., to that site with the intent of that site taking appropriate and reasonable responsive action. All High Bridge policies are applicable to interactions on social media sites when acting in an official capacity and representing the Borough.

ADDENDUM A

**Borough of High Bridge Acknowledgement of Official Use by Borough
Authorized Permitted User**

I, _____, acknowledge that:

A. I received a copy of the Borough of High Bridge's social media policy
dated on

_____ ; Date

B. I have been given an opportunity to ask questions about said policy and I have been
provided with satisfactory information in response to my questions;

C. I understand the language used in this policy;

D. I acknowledge that the Borough reserves the right to add, amend or discontinue any of the
provisions of this policy for any reason or none at all, in whole or in part, at any time, with or
without notice;

E. I acknowledge that I understand this policy and I agree that I will comply with all of its
provisions.

Date Signature

ADDENDUM

B

Terms of Use Disclosure (to be posted on all High Bridge Social Media Sites)

1) Information Disclaimer

The Borough of High Bridge, its officers, employees or agents shall not be liable for damages or losses of any kind arising out of or in connection with the use or performance of information, including but not limited to, damages or losses caused by reliance upon the accuracy or timeliness of any such information, or damages incurred from the viewing, distributing, or copying of those materials.

2) Linking Policy - Links To External Sites

The Borough of High Bridge site may contain links to outside websites. These websites are not owned, operated, controlled or reviewed by the Borough of High Bridge. These links are provided solely as a courtesy and convenience to the visitor.

The Borough of High Bridge its officers or employees, exercise no control over the organizations, views, accuracy, copyright or trademark, compliance or the legality of the material contained in these outside websites.

The Borough of High Bridge, its officers or employees, do not sponsor, endorse, or approve the information, content, proceeds, materials, opinions or services contained on such outside websites. The visitor proceeds to these outside websites at his/her own risk. The Borough of High Bridge specifically disclaims any and all liability from damages, which may result from the accessing of a third-party site, which is linked to the Borough of High Bridge website or from reliance upon only such information.

3) Endorsement Disclaimer

Reference in this website to any specific commercial products, processes, or services, or the use of any trade firm or corporation name is for the information and convenience of the public, and does not constitute endorsement, recommendation, or favoring by the Borough of High Bridge or its officers, employees or agents.

4) Copyright and Trademark Limitations

The Borough of High Bridge makes no warranty that materials contained herein are free of copyright or trademark claims or other restrictions or limitations on free use or display. Making a copy of such material may be subject to copyright or trademark laws.

5) Use of Material from this site

The Borough of High Bridge has made the content of these pages available to the public and anyone may view, copy or distribute Borough of High Bridge information found here without obligation to the Borough of High Bridge for non-commercial, personal use only, unless otherwise stated on particular material or information to which a restriction on free use may apply.

The design of this site, original graphics, and original content are all copyrighted by the Borough of High Bridge and may not be re-engineered, distributed, modified, transmitted, re-used, reposted, or duplicated without the express written permission of the Borough of High Bridge in each instance. All requests to use any part of the original design, code, graphics or content of this site should be made via e-mail to the Borough Administrator

6) Unauthorized Modifications

Unauthorized attempts to modify or otherwise alter any information or image stored on any Borough of High Bridge government website may result in criminal prosecution.

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

UPDATED BOARDS AND COMMITTEE APPOINTMENTS

RESOLUTION: 205-2020

TABLED:

WHEREAS, The Council of the Borough of High Bridge, Hunterdon County, New Jersey, wishes to make the Board and Committee Appointments found below; and,

WHEREAS, these appointments provide necessary services to the community,

NOW, THEREFORE, The Mayor and Council of the Borough of High Bridge, Hunterdon County, New Jersey, hereby approve the Board and Committee Appointments as outlined below.

BOARD OF HEALTH (7 members) - 4 year term

MEMBER	TERM EXPIRATION
Rose Trilone	12/31/2020
Mary Beth Strange	12/31/2021
Nicole Cahill	12/31/2021
Vacant	12/31/2022
Tricia Curtin	12/31/2022
Donna Exley	12/31/2023
John Conant	12/31/2023
Lynn Hughes, Council Liaison	

HISTORICAL COMMITTEE (7 members) – 3 year term

MEMBER	TERM EXPIRATION
David Goessling, Vice Chair	12/31/2022
Kelly Matos, Treasurer	12/31/2022
Nancy Hunt, Chair	12/31/2020
James Harr, Secretary	12/31/2020
Priscilla Racke	12/31/2021
Vacant	12/31/2021
Vacant	12/31/2021
Natalie Ferry, Council Liaison	

ECONOMIC DEVELOPMENT COMMITTEE (7 members) - 3 year term

MEMBER	TERM EXPIRATION
Nicole Ericson	12/31/2020
Joseph Ahearn	12/31/2020
Pablo Delgado	12/31/2021
Todd Honeycutt	12/31/2021
Vacant	12/31/2022
Craig Van Natta	12/31/2022
Sue Balsamello	12/31/2022
ALTERNATES	
Vacant	12/31/2021
Vacant	12/31/2020
Mayor or Council President, Ex-Officio	
George Columbus, Council Liaison	

ENVIRONMENTAL COMMISSION: (7 members) - 3 year term

MEMBER	TERM EXPIRATION
Linda DeMarzo	12/31/2020
Ann Willard	12/31/2020
Jeanie Baker	12/31/2021
Coleen Conroy, Planning Board Liaison	12/31/2021
Mia Baldwin	12/31/2022
Diane Drude	12/31/2022
Vacant	12/31/2022
ALTERNATES	
Vacant	12/31/2020
Vacant	12/31/2021
Lynn Hughes, Council Liaison	

GOLF COMMITTEE (7 Members) 3 year term

MEMBER	TERM EXPIRATION
Vacant	12/31/2020
Vacant	12/31/2020
Vacant	12/31/2021
Isabel Silvestri	12/31/2021
Adam Borchin	12/31/2022
Woo Song	12/31/2022
Gordon Marx	12/31/2022

SPECIAL EVENTS COMMITTEE (8 Members) 3 year term

MEMBER	TERM EXPIRATION
Natalie Ferry, Council Liaison	
Yolanda Robinson	12/31/2020
Vacant	12/31/2020
Sal Fasolino	12/31/2021
Erin Delgado	12/31/2021
Karen Gove	12/31/2021
Vacant	12/31/2022
Ruby Reuter	12/31/2022

GREEN TEAM: (7 members) - 1 year term

MEMBER	TERM EXPIRATION
Mia Baldwin	12/31/2020
Jeanie Baker	12/31/2020
Linda DeMarzo	12/31/2020
Vacant	12/31/2020
Kirsten Norberg	12/31/2020
Vacant	12/31/2020
Vacant	12/31/2020
Lynn Hughes, Council Liaison	

CREATIVE TEAM: (Not less than six members of the Green Team)

MEMBER	TERM EXPIRATION
Mia Baldwin	12/31/2020
Jeanie Baker	12/31/2020
Linda DeMarzo	12/31/2020
Vacant	12/31/2020
Kirsten Norberg	12/31/2020
Vacant	12/31/2020
Vacant	12/31/2020
Lynn Hughes, Council Liaison	

PLANNING BOARD (9 members plus 2 alternates)

Class IV 4 years, Class I - term, Class II 1 year or 4, Class III 1 or 3 years, Alternates 2 years.

(1 Class IV - member of Bd. of Adj., Environmental Comm., or School - 3 yrs/or term)

MEMBER	CLASS	TERM EXPIRATION
Michele Lee	Mayor - Class I	12/31/2022
Christopher Zappa	Council - Class III	12/31/2020
Coleen Conroy	Class II - Environmental Commission Liaison	12/31/2021
Steve Dhein	Class IV	12/31/2021
Tom Wescoe	Class IV	12/31/2021
William Giordano	Class IV	12/31/2020
Don Howell	Class IV	12/31/2020
John Musnuff	Class IV	12/31/2022
Pablo Delgado	Class IV	12/31/2022
<u>Alternates</u>		
Joseph Suozzo - Alt. 1		12/31/2020
Alan Mart – Alt. 2		12/31/2021
Vacant – Alt 3		12/31/2020
Vacant – Alt 4		12/31/2021

RECREATION COMMITTEE (7 members) – 3 year term

MEMBER	TERM EXPIRATION
Vacant	12/31/2020
Vacant	12/31/2020
Vacant	12/31/2021
Colleen Hann	12/31/2021
Vacant	12/31/2022
Joe Campolattano	12/31/2022
Vacant	12/31/2022
Steve Strange, Council Liaison	

TREE BOARD (3 Environmental Commission members appointed annually) – 1 year term

MEMBER	TERM EXPIRATION
Jeanie Baker	12/31/2020
Mia Baldwin	12/31/2020
Linda DeMarzo	12/31/2020
Lynn Hughes, Council Liaison	

LIBRARY BOARD: (8 members) - terms not set by Ordinance

MEMBER	TERM EXPIRATION
Michele Lee, Mayor	
Gregory Hobaugh, Superintendent	12/31/2020
Theresa Steets, Librarian	12/31/2020
Mary Branflick	12/31/2020
Emily Bruton	12/31/2020
Rosemarie Buza	12/31/2020
Donna Exley	12/31/2020
Margaret Lipani	12/31/2020
Bonnie Shafer	12/31/2020
Carole Wirtz	12/31/2020



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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www.maserconsulting.com

September 21, 2020

VIA E-MAIL & U.S. MAIL

Ms. Bonnie Fleming, Borough Administrator
High Bridge Borough
97 West Main Street
High Bridge, Hunterdon County, NJ 08829

Re: Revised Proposal for Professional Services
Water and Sewer Dept GIS Services
MC Proposal No. HIB105P

Dear Ms. Fleming:

Maser Consulting is pleased to submit this proposal to provide professional Geographic Information Systems (GIS) services for High Bridge Borough. Our proposal is based on our telephone conversations on April 3 and June 24, 2020 as well as the virtual GIS presentation that was provided on September 16.

This proposal is divided into four sections as follows:

- Section I – Scope of Services
- Section II – Client Contract Authorization

The following scope of services has been separated into phases so that it may be more easily reviewed. The order in which the phases are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Maser Consulting to meet project schedules.

SECTION I – SCOPE OF SERVICES

Based on our conversations and information noted above, we propose to complete the following:

PHASE 1.0 MOBILE AND WEB GIS APPLICATIONS FOR WATER DISTRIBUTION

Configure ArcGIS Online Organizational Account

Maser will set up and configure an ArcGIS Online (AGO) organizational account for the Borough. The AGO organizational account will allow the Borough to create and maintain web mapping applications that can be accessed on a desktop computer over the internet or on mobile devices including smart phones and tablets. Once created, the Borough's AGO organizational account can be linked to Maser's AGO organizational account. Linking the AGO organizational accounts will



allow our GIS team to access the Borough's account to assist with maintaining the existing web maps in the future, if needed.

The Borough will be required to purchase one ArcGIS Online Creator account, formerly known as a Level 2 Named User. These accounts are billed annually and can be purchased through the State of New Jersey's current Esri GIS software contract which can be accessed over the internet at the following address:

<https://www.njstart.gov/bsso/external/purchaseorder/poSummary.sdo?docId=17-COMP-00098&releaseNbr=0&parentUrl=contract>

The current annual price for these subscriptions is \$489.00 through the state contract. Our team will assist the Borough with requesting a quote and purchasing these accounts, but the cost of the annual accounts is not included in this agreement.

The AGO account will provide the Borough with one named user accounts, an AGO organizational account, and 500 service credits. The Borough will have the option to expand the use of GIS to different departments in the future by adding additional AGO named users, as desired.

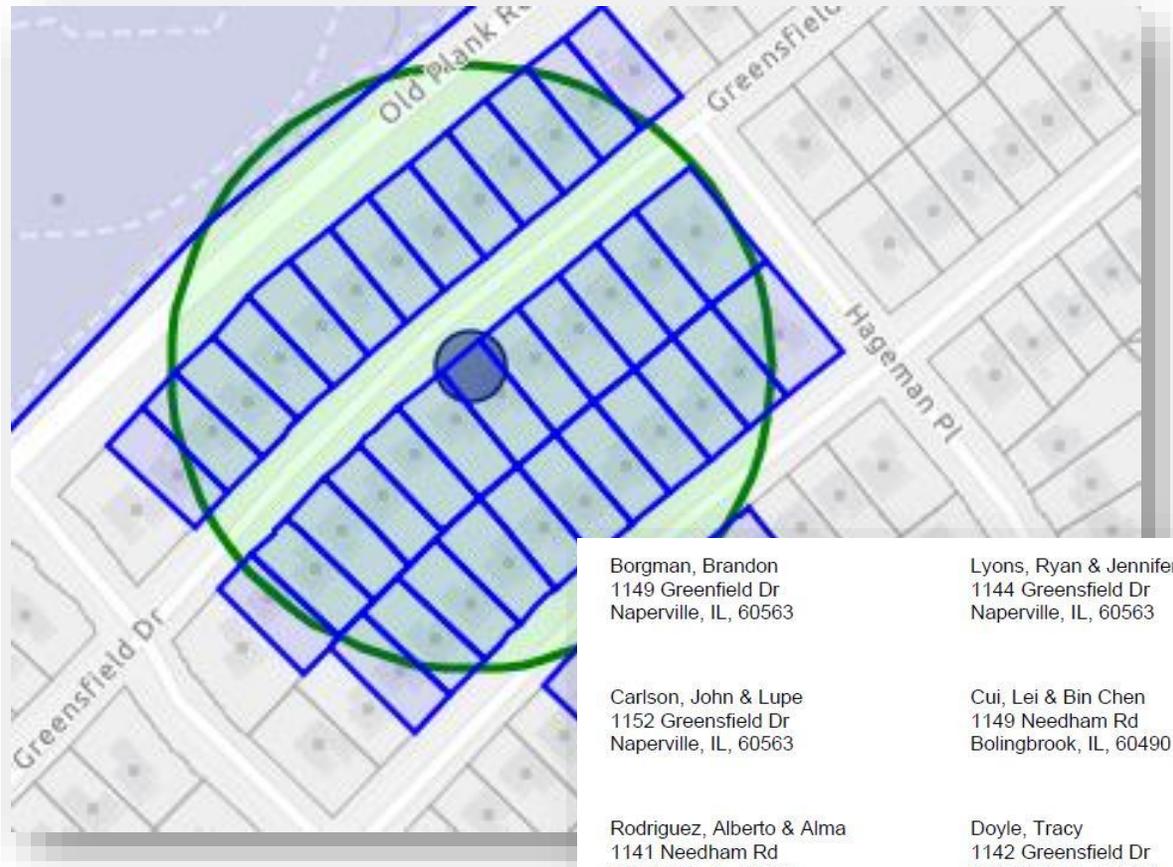
Our team will assist the Borough with purchasing and configuring tablet computers to be used with the mobile GIS applications, but the cost of the tablets is not included in this agreement. We recommend Apple iPads but the mobile applications that we are proposing are supported on both iOS and Android platforms. We will provide a two-hour virtual training session that will include a basic overview of the Borough's new AGO account and to assist with the configuration of the tablet computers. Training sessions for this project will be held virtually using video conferencing with audio, video and screen sharing capabilities. We will prepare and deliver a memo that includes the Borough's ArcGIS Online credentials and an overview of the functionality of the AGO.

Import Existing GIS Data to the Borough's AGO Organizational Account

Our team has created GIS datasets and hard copy mapping of the water distribution and sanitary sewer systems in recent years. We will import these datasets to the Borough's AGO account once it is setup. We will create one web mapping application each for the water distribution and sanitary sewer systems within the Borough's AGO account. These web mapping applications will be accessible from the office and field and will become the Borough's authoritative source for mapping of these two utilities.

Create Public Notification Web Application

The public notification web application can be used by the Borough staff to identify a collection of properties and create mailing labels of owners and occupants. The application is easy to use and allows the end user to generate a selection of properties by specifying a distance from a property or drawing a specific area and identifying properties within the specified area. Once the list of properties is generated, end users simply click the "download" button to generate a formatted PDF of mailing labels or a comma delimited CSV file.



Borgman, Brandon 1149 Greenfield Dr Naperville, IL, 60563	Lyons, Ryan & Jennifer 1144 Greensfield Dr Naperville, IL, 60563
Carlson, John & Lupe 1152 Greensfield Dr Naperville, IL, 60563	Cui, Lei & Bin Chen 1149 Needham Rd Bolingbrook, IL, 60490
Rodriguez, Alberto & Alma 1141 Needham Rd Naperville, IL, 60563	Doyle, Tracy 1142 Greensfield Dr Naperville, IL, 60563
Chemarla, Rajya L & N 1144 Needham Rd	Los, Sergey & Tamara 1135 Needham Rd

Create mobile applications and a Water Quality Accountability Act Compliance dashboard

Complying with the hydrant flushing and valve inspection requirements of New Jersey’s Water Quality Accountability Act (WQAA) can be made easier by leveraging GIS technology. Our team will create a Valve Inspection application using Esri’s Collector for ArcGIS mobile application (“Collector”). The digital inspections that are created in GIS can emulate existing paper valve inspection and hydrant flushing forms currently used at the Borough.

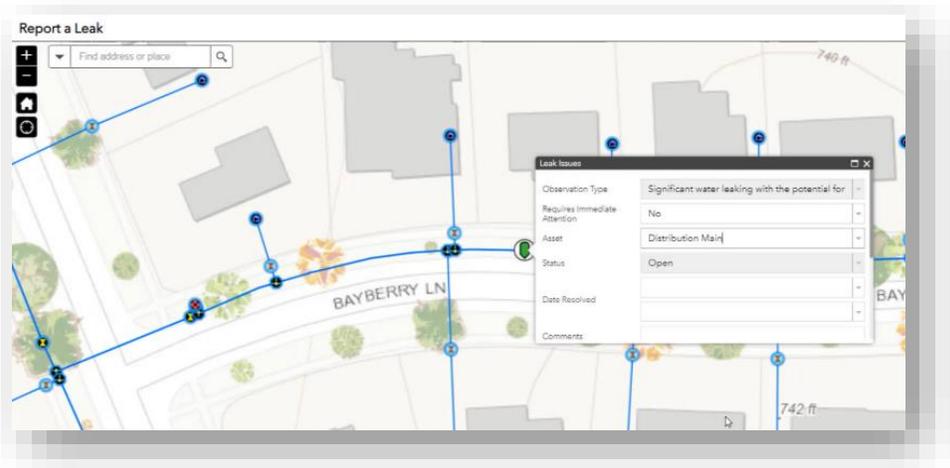
Some of the benefits of using GIS to perform the valve inspections and hydrant flushing from a mobile device include:

- Eliminate paper forms and data entry;
- Maintain flushing and inspection records within your GIS; and
- Quickly access valve and hydrant information and inspection records from the office or the field.

Our team will prepare a standard operating procedure (SOP) and provide a one-hour training session on how to use the Valve Inspection application. Training will include how to complete the inspection forms using a mobile device and how to view the inspection information in the Borough's AGO account.

Create a water main break reporting application.

Our team will create a water main break reporting application that will be accessible by field staff through mobile devices running the Collector application or by office and customer service staff through a desktop computer. The water main break reporting will be based on the specific questions from the New Jersey Department of Environmental Protection (NJDEP) Main Break Reporting form that the



Borough chooses, including case number. Completed forms will create a “water main break” point in the GIS that the Borough can use to track break locations and identify patterns and trends, such as specific sections of town or pipe material, associated with water main breaks. This information will be another point of reference for the Borough to be proactive in determining maintenance or replacement needs. We have assumed that the Borough will provide our team with a copy of the existing water main break reporting form at the onset of this project.

Create a water main break valve isolation application.

Once water main breaks are reported, Borough staff will use the Valve Isolation web application to identify valves to close in order to isolate a break. This application will also allow the Borough to identify hydrants that will be out of service and quickly prepare a list of residents that will be out of service while the Borough responds to the main break. This application will be accessible on a mobile device or a desktop computer and will allow users to view the location of reported breaks. The Network Trace tool within the application will identify the valves to close, as well as the hydrants and customers that will be out of service.

We will provide a one-hour, virtual training session and prepare an SOP that outlines the process for using the Water Main Break and Valve Isolation web apps. The first half of the training session will cover reporting water main breaks in Collector and the web mapping application and the second half will cover how to use the Valve Isolation web mapping application.



DELIVERABLES

The following deliverables will be prepared for this project:

- Configured ArcGIS Online organizational account with the following web maps and applications:
 - Sanitary Sewer System
 - Water Distribution Network
 - Valve Inspection
 - Valve Isolation
 - Water Main Break Reporting
- SOP Manual including the SOPs outlined above
- Monthly Project Status Reports

SCHEDULE OF FEES

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

PHASE 1.0	MOBILE AND WEB GIS FOR WATER DISTRIBUTION	\$6,900.00
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This Contract and Fee Schedule are based upon the Borough Engineering Contract as authorized by the Borough of High Bridge. Delivery, mileage, printing and reproduction, overnight mail



service and postage costs that are not outlined above, are not included in the project fees and will be added to each monthly invoice.

EXCLUSIONS AND UNDERSTANDINGS

It is our understanding that the Business Terms and Conditions and 2020 Rate Schedule from our municipal engineering contract with the Borough apply to this agreement.

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement.

- Services not specifically outlined above in Section I;
- Costs associated with the annual AGO account; and
- Costs associated with purchasing mobile devices, tablet computers, and cellular data service.

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary Maser Consulting may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services.



SECTION II – 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

If you find this proposal acceptable, **please sign where indicated above in Section II, and return one signed copy to this office.** Invoices are due within 30 days. This proposal is valid until November 21, 2020.

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

MASER CONSULTING P.A.

Michael Kolody
Project Manager

MASER CONSULTING P.A.

Suzanne M. Zitzman, GISP
Manager of Asset Management Services

MK\baw
cc: Rick Roll, Borough of High Bridge (via e-mail)
Leonardo E. Ponzio, PLS, Maser Consulting (via e-mail)
Bill Burr, Maser Consulting (via e-mail)

Proposal for Professional Services

Administrative Agent Services

Borough of High Bridge New Jersey

September 17, 2020



CGPH

Community Grants, Planning & Housing
Good People. Great Results. Since 1993.
1249 South River Road, Suite 301
Cranbury, NJ 08512
(609) 642-4855 (direct line)
randy@cgph.net

Proposal for Professional Services

EXECUTIVE SUMMARY

As High Bridge's Administrative Agent since 2018, CGP&H will continue providing administrative agent duties for the affordable units to ensure that units meet state affordable housing requirements. This includes affirmative marketing, maintaining the waiting list, income certifications, overseeing affordability controls, facilitating closing, enforcement activities and much more, to be described in this Proposal. All work will be completed in full compliance with the State's *Uniform Housing Affordability Controls (UHAC)*. We are experts in all state affordable housing regulations.

High Bridge applicants will be able to log onto their own **Affordable Homes New Jersey Profile** to update their contact information and see exactly where they are on the affordable housing waiting list. No other firm in the state has capabilities that even begin to approach the efficacy, speed, responsiveness to applicant inquiries, and user-friendliness. AffordableHomesNewJersey.com has transformed the way we provide Administrative Agent services and improved the applicant experience tremendously. This is why our firm has nearly doubled its affordable housing admin portfolio in a very short time. Furthermore, these online tools and database enable us to administer affordable units in small inclusionary developments effectively and efficiently as well as large projects.

Detailed applicant information is stored in our secure database on the Salesforce platform enabling us to monitor the program and provide valuable insights into High Bridge's portfolio and its applicants. For example, we can report on how long it takes to sell a unit, how long it takes to rent a unit, how many are currently for rent, how many applicants have special needs, and so much more. High Bridge and its professional team of planners will be able to quickly have this information upon request. No other firm has these reporting and analytic capabilities that we include in our portfolio of services.



CGP&H's **Affordable Homes New Jersey** website and profile is now so widely recognized that we receive inquiries from affordable home owners in municipalities not administered by CGP&H requesting that we list their home and administer the sale! An overview of the **Affordable Homes New Jersey Profile** including screen shots of the online application process is provided at the end of this proposal.

We are also leaders in implementing Accessory Apartment Programs that work. From the challenges of rehabilitating an owner-occupied home to acquiring market rate homes and reselling them under a Market to Affordable Program, CGP&H is the most comprehensive, experienced and capable affordable housing implementation team operating in New Jersey today.

COMPENSATION PROPOSAL

CGP&H will provide Borough of High Bridge with professional services for the purposes described in this proposal. CGP&H will only bill for services performed, and therefore, the actual amount billed may be considerably less than the budgets presented in the tables below depending on the breadth of services requested by High Bridge.

ADMINISTRATIVE AGENT GENERAL SERVICES paid by High Bridge	
1. Day-to-Day Administrative Agent Services	Not to exceed \$3,000 billed at an hourly rate of \$130 per hour for senior staff, and \$85 per hour for all other staff
2. Additional Advisory Services as requested by the Borough	Billed hourly at a rate of \$130 per hour for senior Staff and \$85 per hour for all other staff. Budget will depend on the breadth and scope of the services required by the Borough. CGP&H will not bill for any time under this line item without written authorization from the Borough.
Total Paid by High Bridge	Not-to-exceed \$3,000 in the first contract year

- 1. Day-to-Day Administrative Agent Services:** This includes creating and/or updating the Administrative Agent Operating Manual, and Affirmative Marketing Plan, if required. This also includes responding to general affordable housing inquiries, affirmative marketing, foreclosure prevention activities, and annual mailings to homeowners as well as preparing intent-to-sell packages and annual unit monitoring reports. It also includes advising High Bridge on affordable housing requirements for new developments. CGP&H will strive to comply with all aspects of S2527 affirmative marketing legislation. However, CGP&H cannot ensure that all other administrative agents administering affordable housing units in the municipality are meeting the regulations until further direction is provided by the State of New Jersey.
- 2. Additional Advisory Services as requested by the Borough:** These include special projects outside the scope of general administration including, but not limited to trust fund monitoring, mid-point review, and CTM entry of trust fund or unit information, group home research to document creditworthiness, or other special projects such as extension of controls or implementing an affordability assistance program. CGP&H will not bill for any time under these services without written authorization from the Borough.

RENTAL & OWNERSHIP FEES PAID BY Developer/Landlord/Homeowner		
1. Rental Fees	Flat fee of \$800/rental certification. No charge for applicants found to be ineligible. <i>No charge to prescreen applicants and referring as many applicants to landlord as needed to fill each vacancy</i>	Developer/Landlord pays fee. <i>High Bridge will help facilitate CGP&H going under contract with developers.</i> <i>High Bridge may pay this fee if Developer will not contract with CGP&H.</i>
2. Waiting List Management Fee	\$30 per deed restricted unit annual fee payable upon commencement of affirmative marketing. Minimum fee of \$300 annually.	Developer/Landlord pays fee
3. Lease Renewal Fee	\$30 per lease renewal	Developer/Landlord pays fee
4. Ownership Fee: Resales	3% of the sale price of the home or minimum of \$2,500.	Homeowner pays fee. <i>High Bridge will pay difference between 3% resale fee and minimum of \$2,500 if fee paid by owner is less than \$2,500.</i>
5. Ownership Fee: Refinance Requests	\$175 flat fee to process request	Homeowner pays fee
6. Ownership Fee: New Development	CGP&H will charge a fee of \$2,000 per sale unit. \$1,000 will be billed at the time each home goes under contract and \$1,000 will be billed at closing. In the event that a buyer goes under contract and does not close, the first \$1,000 payment would not be returned.	Developer/Landlord pays fee
7. Setup of New Projects	\$1,000 flat fee per new development	Developer/Landlord pays fee
Cost to High Bridge for these services	\$0.00 anticipated cost to High Bridge.	

- 1. Rental Fees:** CGP&H will contact the next applicant on the waiting list to prescreen them for eligibility, refer them to the landlord, and invite them to submit a full application. CGP&H will collect and review documentation from the applicant households to determine their eligibility. Eligibility determination fees do not include credit or background checks, which are generally done by the landlord. The Developer/Landlord may pay rental certification fees.
- 2. Waiting List Management Fee:** The waiting list management fee will allow us to maintain the waiting list on our web-based Affordable Homes New Jersey Profile (affordablehomesnewjersey.com). This unique online system provides around-the-clock, user-friendly and robust online tools for applicants,

while also increasing our turnaround times. After initial lease-up, all applicants will be required to update their information annually.

3. **Lease Renewal Fee:** CGP&H will advise the Developer of the maximum rental amount before each new lease is executed and we will review all executed leases and maintain copies in our files, as required by UHAC.
4. **Ownership Fee: Resales:** CGP&H will charge the seller a fee as a percent of the sales price to refer interested buyers, coordinate with both the seller and all interested applicants throughout the duration of the sale process, income certify prospective buyers, prepare the closing documents, attend closings whenever required, and perform other duties related to the closing. This fee is paid by the owner directly to CGP&H at closing. In the unusual event where the sale fee comes in less than the minimum, CGP&H will be paid the difference by the municipality.
5. **Ownership Fee: Refinance Requests:** CGP&H charges existing homeowners a fee per request to process requests for subordination or home equity loans. This fee will be paid by the homeowner requesting the review.
6. **Ownership Fee: New Development:** After random selection is completed, CGP&H will process the pre-applications, screen pre-applicants, and refer eligible households to the developer, income certify all buyers, coordinate with mortgage providers, and prepare affordable housing related closing documents for the project.
7. **Setup of New Projects:** CGP&H will charge new developers a flat fee for project set-up activities. This includes pricing of units, preparation of deed restriction, affirmative marketing, and all other set-up activities.

THE CGP&H APPROACH - ADMINISTRATIVE AGENT SERVICES

The CGP&H approach is ideally suited to administer High Bridge's existing and planned portfolio of affordable homes. CGP&H's proprietary **Affordable Homes New Jersey** website, database, and applicant profile system allows us to keep the applicant waiting lists for High Bridge current, find prequalified applicants quickly when needed; track compliance; and, ensure regular affirmative marketing is undertaken. The key aspects of our approach that sets us apart from other Administrative Agents is described below:

Affirmative Marketing

CGP&H will affirmatively market the affordable units to maintain a list of interested applicants. Information will be posted on AffordableHomeNewJersey.com. We will send out mailings quarterly to our existing distribution list of approximately 250 community groups, major employers, and social service providers in Region 3 which is comprised of Hunterdon, Middlesex, and Somerset counties. We will share our list with High Bridge to see if the municipality would like to add any community groups, major employers or social service providers to our comprehensive list. All units will also be posted on NJHRC.gov as well as Twitter, Instagram and Facebook where CGP&H has over 3,000 followers.

Household Certification

CGP&H will maintain a waiting list of households interested in purchasing or renting affordable units in the municipality.

CGP&H ensures that our waiting lists are filled with applicants that are still interested in affordable housing so that when specific opportunities arise, less time will be spent inviting dozens on the waiting list who have moved on to other housing options. CGP&H's online system requires that our applicants re-affirm their interest in remaining on the waiting list. The positive impact on how quickly this approach can fill vacant units is nothing short of remarkable. CGP&H will complete income certifications for all households that submit full applications.

There is no other firm in the entire state that provides such a robust and user-friendly online database, with so much transparency for applicants. Through our online profile system, applicants can add or remove themselves from the municipality's waitlist, update personal information (such as income, children born, marriage/divorce etc.), and much more. This 24-7 access is available right on their computer, smart phone, or any other device with an internet connection. CGP&H's system has earned accolades from applicants, landlords and sellers of affordable housing as these technological advances have brought the modern-day convenience and access of the latest mobile and web technologies to the processes of renting, leasing, selling and purchasing of affordable homes with exemplary results.

Affordable Homes New Jersey Website

CGP&H will set-up a dedicated webpage, like the one shown below, for each affordable housing development or sale unit in each client municipality. This website, **AffordableHomesNewJersey.com**, provides excellent exposure for the affordable units with current web activity at approximately 40 new preliminary applications submitted daily online (almost 15,000 new households added annually).

Affordable Homes New Jersey
a CGP&H service

HOME AFFORDABLE OPPORTUNITIES APPLY NOW FAQ

SAMPLE TOWNSHIP

Home → All Opportunities → Municipalities

HOW TO APPLY

If you want to join the waiting list, click to submit a Preliminary Application online. Make sure to visit your Affordable Homes New Jersey Profile to join waiting lists.

Submit a Preliminary Application

AVAILABILITY

You may join the Evesham rental and ownership waiting lists. Units become available for rent and sale monthly.

CURRENT LISTINGS

Click below for additional information on current affordable opportunities in this municipality. Join waiting lists to be considered.

- Whitebridge Village Condominiums
Sale
401 Quail Rd
\$75,299 | 2 bed | 1 bath | Low
- Whitebridge Village Condominiums
Sale
2201 Rabbit Run Rd
\$112,302 | 2 bed | 1 bath | Moderate
- Whitebridge Village Condominiums
Sale
801 Quail Rd
\$79,292 | 2 bed | 1 bath | Low
- Whitebridge Village Condominiums
Sale
1201 Squirrel Rd
\$114,900 | 2 bed | 1 bath | Moderate

LOCATIONS

Click below for additional information on locations in this municipality. Join waiting lists to be considered.

- Berkshire Woods
Sale
2 Bed · 3 Bed | Low · Moderate | 6 Townhome(s)

BURLINGTON COUNTY EVESHAM

HAVE A QUESTION?

For immediate responses, visit our searchable **FAQ** for answers to questions like:

- What are the steps involved in the affordable housing process?
- What is considered income?
- What documents will I be required to submit?
- Do I need an attorney to buy or sell an affordable home?

INTERESTED IN OTHER LOCATIONS?

Visit our **Current Listings** page to view available properties in all locations.

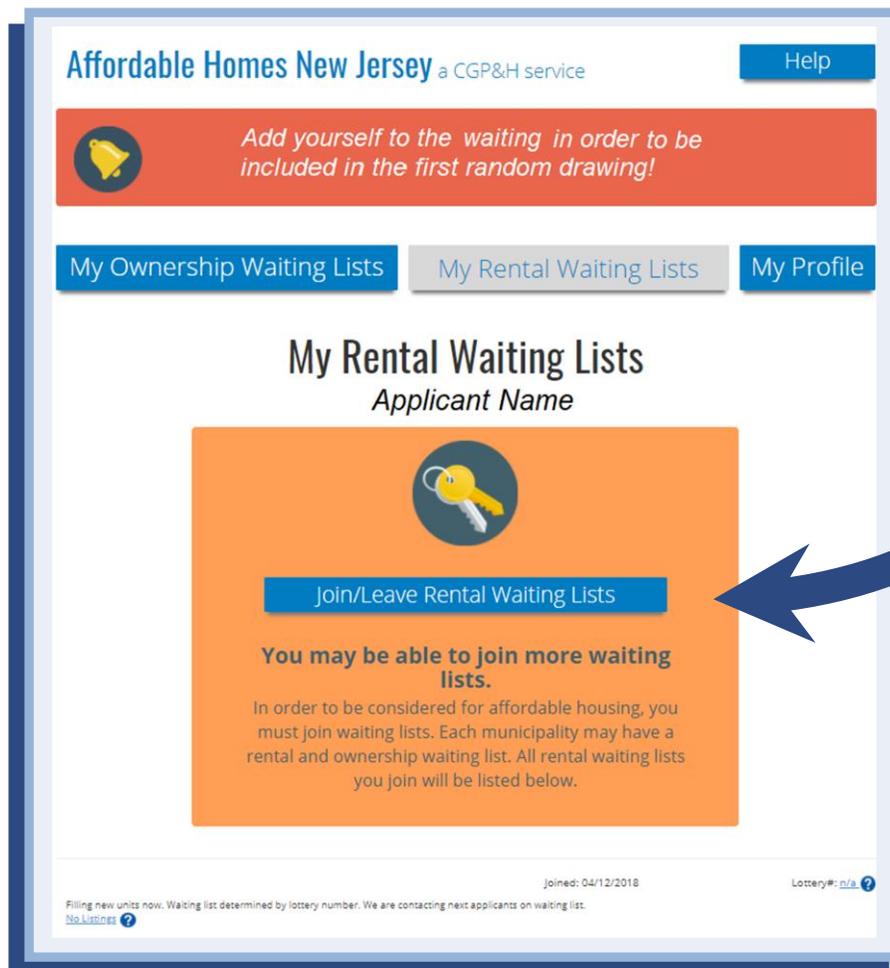
FOLLOW US

Online Preliminary Application

When an applicant is interested in being added to the municipality's waiting list for affordable housing, they will be able to submit a pre-application online directly from the **AffordableHomesNewJersey.com** website. This short Pre-Application will ask basic information about the applicant's household size and income to determine whether the household may qualify for affordable housing. If an applicant does not have access to a computer or phone, they will be mailed a preliminary application, or we will assist them over the phone.

Online Affordable Homes New Jersey Profile

Every applicant who applies to rent or purchase a home in the municipality will be able to access their own **Affordable Homes New Jersey** Profile page like the one shown in the following figure. On that page, they will be able to see the information we have on file for them such as annual income and household size. If the applicant needs to update their income or phone number for example, they can click the "Update My Profile Information" button. The personalized profile enables applicants to verify that we always have their most current information on file and to quickly update their information themselves. The profile page also will also show that they are on the waiting list to purchase or rent a home in the municipality and shows available homes that they may qualify for.



Applicants can add themselves to the municipality's waiting list right from their own profile page!

Streamlined Digital Communication with Applicants

When applicants submit their online preliminary application, we use an email verification tool to make sure that the email address the applicant provided is correct and our email is not blocked by spam blocker. Our ability to communicate with applicants is critical because we email applicants notifications when we get to their name on the waiting list for an available unit. These emails provide applicants more information about the available home and applicants can "Request to Visit" the home or "Skip This Unit" by clicking a button directly from the email.

Applicants receive emails where with one click they can "Request to Visit" or "Skip This Unit"

Affordable Homes New Jersey a CGP&H service

An affordable home has become available and your name is in the next group of potential applicants. To confirm your interest, please review the listing below (which includes all the information we have at this time)

• PLEASE NOTE THE DEADLINE TO RESPOND. If you do not take action by this deadline, we will assume you are not interested in this home and we will move to the next person on the waiting list. You will not be contacted about this home again.

Please respond by: **07/26/2018**



600 Harrison, unit ##, Hoboken, Hudson County



1 bed 1 bath

\$ 750

[Request to Visit](#)

[Skip This Unit](#)

We typically need to contact at least ten applicants for every applicant that rents a unit. During this outreach we screen for eligibility (such as income and household size) and provide additional information about the units and landlord policies. Though an applicant may be next on the waiting list for an affordable unit, there are numerous reasons why that applicant may choose not to proceed with that particular unit. For example, they may have moved on to another housing option or are currently in the middle of a lease they cannot break. Our streamlined communication system allows us to learn quickly if an applicant is not interested in a unit, so we can move on to the next applicant on the list as soon as possible. CGP&H strives to make this component of the process as efficient as possible so applicants can get much needed affordable housing quickly and landlords can rent units in a timely fashion. When an applicant is interested in a unit and clicks "Request to Visit", they will be asked additional questions to confirm they qualify for the specific unit, and if so they will be referred to the landlord.

Applicants will be notified immediately via email if they are not eligible because, for example, they are over the income limit or their household size is too large for the available unit. This immediate processing allows us to move onto the next preliminary applicant to fill the affordable units as quickly as possible. Our automated email communications provide detailed information to applicants on the waiting the waiting list 24/7, so they know their change in status, without any delays. Due to the advanced interactive nature of our database, applicants being notified that they are ineligible can immediately request a review online via a link from their email and update their information if applicable.

Online Full Application

Before an applicant can rent or purchase an affordable home, they will be sent a link to an online application form to start the full income certification process. We have received positive feedback from applicants who prefer to complete the form online rather than a hard copy application. The online form is user friendly and applicants can save their progress while they input bank account and other income-related information requested in the application.

Online Annual Renewal

Applicants can update their contact information, income, household size and other qualifying information any time from their **Affordable Homes New Jersey Profile**. If applicants have not updated in the last year, we will email them a series of emails notifying them that their profile will expire and they will be removed from the waiting list if they do not submit an update via the link provided in the email. If they fail to respond to multiple email requests to update, they will be sent a final email notifying them that they have been removed from the waiting list.

Applicants without email addresses will be mailed annual renewal requests.

Reporting

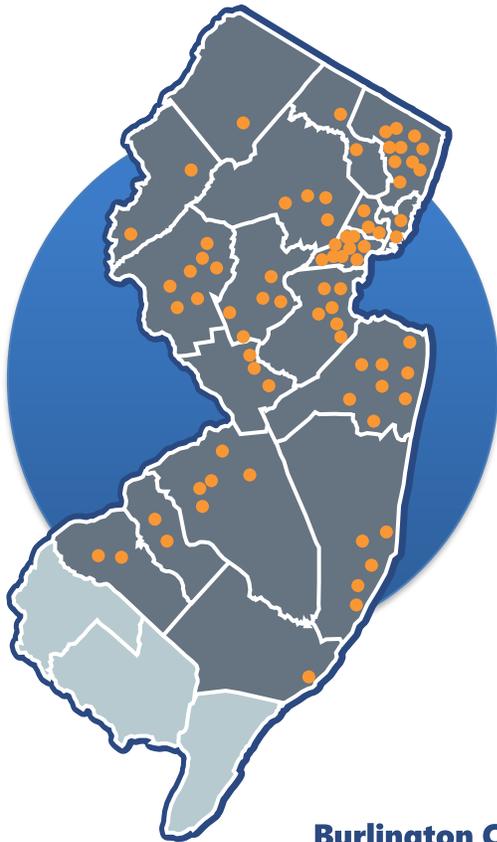
Another benefit of the **Affordable Homes New Jersey** database is that CGP&H prepares additional reporting on municipal affordable housing inventory and waiting list. Our client municipalities are telling us that this system is giving them composite data as to what is going on with affordable housing in their community in a way that was never available to them before. Information we can provide on units that we directly administer can include:

- Applicant information such as how many people with disabilities, how many veterans, single family head of households, and so much more
- Affordable Housing inventory of currently occupied and currently available units
- Average time from listing to sale or from vacancy to leasing
- Average sale price of homes sold or monthly rent of rental units by unit size
- Average incomes of new buyers/renters
- Current waitlist size with length of time applicants have been on waiting list



AFFORDABLE HOUSING

Administrative Agent Locations



Sussex County

- Newton
- Sparta

Warren County

- Allamuchy
- Greenwich

Hunterdon County

- Flemington
- Frenchtown
- High Bridge
- Lebanon
- Raritan Twp
- Tewksbury

Somerset County

- Bernardsville
- Bridgewater
- Franklin
- Montgomery
- Warren
- Watchung

Burlington County

- Burlington City
- Evesham
- Hainesport
- Mount Laurel
- Springfield

Camden County

- Berlin
- Cherry Hill
- Voorhees

Gloucester County

- Washington - Gloucester

Ocean County

- Barnegat
- Berkeley
- Manchester
- Ocean
- Stafford

Atlantic County

- Hammonton
- Northfield

Morris County

- Florham Park
- Hanover
- Roxbury
- Washington - Morris

Middlesex County

- Edison
- Highland Park
- Old Bridge
- Piscataway
- Sayreville
- Woodbridge

Monmouth County

- Freehold Township
- Holmdel
- Howell
- Manasquan
- Marlboro
- Ocean
- Red Bank
- West Long Branch

Mercer County

- East Windsor
- Hightstown
- Princeton

Passaic County

- Bloomingdale
- Wanaque

Bergen County

- Bergenfield
- Cresskill
- Edgewater
- Elmwood Park
- Glen Rock
- Lyndhurst
- Mahwah
- New Milford
- Rutherford
- Saddle Brook
- Wood-Ridge
- Wyckoff

Essex County

- Cedar Grove
- Livingston
- Maplewood
- Montclair
- South Orange

Hudson County

- Bayonne
- Hoboken

Union County

- Berkeley Heights
- Clark
- Cranford
- Mountainside
- Scotch Plains
- Springfield
- Union Township
- Westfield

KNOWLEDGE OF AFFORDABLE HOUSING REGULATIONS

There is no Administrative Agent in the state of New Jersey with more knowledge of New Jersey Affordable Housing regulations than CGP&H. Our president, Randall Gottesman, has been practicing both before and during COAH's coming into existence in the mid-1980s, and ever since, has dedicated much of his career towards being expert in all the requirements, its implications to municipalities, and how to most cost effectively help our clients comply with all of the rules and regulations. In fact, in 2006, CGP&H was so highly recognized for its expertise in this area, that it was awarded a competitive contract to make a companion guide to the *Uniform Housing Affordability Controls* (UHAC), which CGP&H prepared for the state, and was ultimately entitled, "Understanding UHAC." Fourteen years later, "Understanding UHAC" is still considered a valuable reference tool for those in the industry. In addition, to stay current, CGP&H regularly attends training and educational workshops, and Randall Gottesman, is a founding member of a professional association called, "Affordable Housing Professionals of New Jersey", and has served on its Board since its inception in 2006, having served three of those years as its President. Mr. Gottesman continues to remain on the cutting edge of knowledge with regard to Affordable Housing compliance matters, legislative and legal matters and current events and issues. CGP&H remains committed to continuing its pursuit of full knowledge in this arena to always represent our clients to the best of our abilities.

Randy Gottesman has been on the AHPNJ Education Committee for many years, and has helped conceptualize, review and edit much of the curriculum created for AHPNJ's certification program over the years

Our staff has completed the following affordable housing training programs offered by the state of New Jersey:

- Module I
- Module II – Records Management
- Module III – Ethics
- Module IV – Qualifying Households
- CTM Project/Unit Monitoring
- CTM Affordable Housing Trust Fund Monitoring

Our staff has also completed all of the training programs offered to date by the Affordable Housing Professionals of New Jersey (AHPNJ):

- Introduction to Affordable Housing for NJ Municipalities
- Fair Housing
- Qualifying for Affordable Housing: Program Distinctions
- Ethics for Affordable Housing for Affordable Housing
- Community Placement of Affordable Housing Units
- Records Management

Among many others in the company, Vice President Megan York and Administrative Agent Manager Ximena Calle who will oversee the day-to-day administrative agent services activities have both completed the Affordable Housing Professionals of New Jersey Certification program.



Randall Gottesman, PP
President of CGP&H

39 years of experience in:

- *Affordable Housing Planning & Administration*
- *Housing Rehabilitation Administration*
- *Grant Writing*
- *HOME, CDBG, NSP, and various other HUD Grant Management & Reporting*
- *Master Planning, Redevelopment Planning and Re-Examination Reports*

Education:

- *MCRP Rutgers University 1981*
- *BA Psychology and Social Welfare, Ohio Wesleyan University*

Associations & Licenses:

- *Affordable Housing Professionals of NJ (AHPNJ), 2006 Founding Member and President 2010-2012*
- *American Planning Association, New Jersey Chapter since 1981*
- *Licensed New Jersey Professional Planner since 1983*

Randall Gottesman, President of CGP&H is recognized throughout the state for his professional accomplishments. Mr. Gottesman's skills and track record in Affordable Housing administration, planning and implementation of municipally based programs are among the best in the industry. He has written many Operating Manuals and Affirmative Marketing Plans for his clients, and is experienced in every aspect of affordable housing administration. Mr. Gottesman co-authored a supplementary manual to the State's Uniform Housing Affordability Controls, called "Understanding UHAC." That manual is still a major reference document for many Municipal Housing Liaisons, Administrative Agents and others throughout the state.

During his career, Mr. Gottesman has also been involved in the development of numerous affordable housing projects, the securing of more than \$270 million in state and federal grant funding, and the writing and implementation of more than 200 professional planning documents. Prior to forming CGP&H in 1993, he spent 10 years with a central New Jersey consulting firm where he was responsible for supervising all planning, grant and affordable housing operations. His first three years of experiences after graduate school included Senior Planner positions in Newark and Hoboken, New Jersey.

Mr. Gottesman received his Master's Degree in City and Regional Planning in 1981. He is also a licensed Professional Planner since 1984 (License # 3016). A hallmark of CGP&H's commitment to quality is Mr. Gottesman's involvement in all projects from conception to completion. He cost-effectively provides the benefits of his experience and a team approach to all assignments.

Mr. Gottesman has served on a local community bank's Community Reinvestment Advisory Board. Mr. Gottesman is a member of the American Planning Association, its New Jersey Chapter, and has been a highly active member on its Affordable Housing Committee. He is also a member of the National Low Income Housing Coalition, New Jersey Planning Officials, and the Housing and Community Development Network of New Jersey. In addition, in 2006, Mr. Gottesman worked with other affordable housing professionals to form the Affordable Housing Professionals of New Jersey. This non-profit organization is dedicated to improving statewide the education, ethics, and efficiencies of affordable housing professionals. Mr. Gottesman recently completed three one-year terms as its President and currently remains an active member of the Board. He is also regularly asked to speak at seminars concerning his specialties in affordable housing and grant writing. During his children's formative years, Mr. Gottesman completed three terms on the East Windsor Regional School District, having served two terms as its president.



Megan York, PP, AICP
Vice President of CGP&H

21 years of experience in:

- *Affordable Housing Planning and Administration*
- *Community Planning*
- *Grant Writing*
- *HOME, CDBG, NSP and various other HUD Grant Management & Reporting*

Education:

- *MS Geography, University of Tennessee - Knoxville*
- *BA History and Geography, Macalester College*

Associations & Licenses:

- *Affordable Housing Professionals of NJ (AHPNJ) Certification*
- *American Planning Association, NJ Chapter*
- *Licensed New Jersey Professional Planner*
- *American Institute of Certified Planners (AICP)*
- *AHPNJ Policy Committee Co-Chair*

Megan York, Vice President of CGP&H has more than 20 years of experience in affordable housing, planning, grant writing, and community development. At CGP&H, Ms. York has prepared housing elements and fair share plans for municipalities throughout New Jersey and has extensive experience navigating rules and regulations relating to affordable housing in New Jersey. Ms. York currently manages a portfolio of over 2,000 affordable housing owner-occupied and rental units in over 60 locations throughout New Jersey. She has also designed and implemented a variety of affordable assistance programs.

Ms. York is dedicated to improving the administration of affordable housing in New Jersey using technology and web-based services to innovate how services are provided. She has overseen the creation of the Affordable Homes New Jersey database, website, and personalized profile services which has transformed how CGP&H manages affordable housing programs.

As a community and neighborhood planner, Ms. York has worked with a variety of governmental entities as well as non-profit groups to identify community needs and develop comprehensive strategies to address those needs. She also assists municipalities and non-profits secure grants for a wide variety of programs including planning grants, infrastructure improvements, public safety initiatives, and education-related grants.

Prior to joining CGP&H, Ms. York was a Senior Planner with Group 70 International, a Honolulu based planning firm specializing in community planning. She began her career at Gregory House Programs, a HIV/AIDS housing provider in Honolulu where she managed all aspects of the affordable housing programs.

Ms. York received her Master's Degree in Urban Geography in 1997 from the University of Tennessee and her Bachelor's Degree in Geography and History from Macalester College in 1994. She is a licensed New Jersey Professional Planner and a certified planner with the American Institute of Certified Planners. She is current co-chair of the AHPNJ Policy Committee and she regularly participates in national studies and panels conducted by Grounded Solutions and the Center for Housing Policy on best practices in affordable housing and the administration of inclusionary housing.



Heather Mahaley, PP, AICP
Senior Planner / Project Manager

20 years of experience in:

- *Affordable Housing Regulations, Planning and Policy*
- *Community Development*
- *HUD Grant Management*
- *Municipal Planning*

Education:

- *MCRP from Rutgers University 2000*
- *B.A. in Fine Art from the College of William and Mary*

Associations & Licenses:

- *American Institute of Certified Planners (AICP)*
- *New Jersey Professional Planner*
- *American Planning Association*
- *Affordable Housing Professionals of NJ (AHPNJ), Founding Member*

Heather Mahaley, Senior Planner / Project Manager

has 20 years of experience in affordable housing, planning and community development. She has worked with New Jersey's unique and effective affordable housing regulations for well over a decade and has assisted municipalities across the state in meeting their affordable housing obligations. At CGP&H, she has a number of varying duties including working with the affordable housing department to help our municipal and private clients remain compliant with all relevant affordable housing obligations. Heather also works with municipalities on their trust fund monitoring, creating affirmative marketing plans and affordability assistance programs that work. She is also responsible for setting up new affordable housing developments and helping our municipal clients meet their settlement agreement obligations, including but not limited to creating new affordability assistance programs, accessory apartment programs and market to affordable programs. Relying on her many years of experience, whenever requested, Heather will use her years of running municipal and county CDBG programs to help our municipalities administer their CDBG allocations, including required planning and reporting obligations. Last, but certainly not least, as a highly experienced member of our team, Heather will often be called upon to provide expert consulting services to address some of our clients' most challenging issues.

Prior to re-joining CGP&H, Ms. Mahaley was the Director of the Housing Affordability Service at the NJ Housing and Mortgage Finance Agency, and was the Director of Plan Administration at the Council on Affordable Housing (COAH) where she oversaw the tracking and crediting of municipal affordable housing obligations and the training of Administrative Agents. Long a proponent of affordable housing, Heather is pleased to once again be focusing most of her time on a wide variety of affordable housing matters throughout New Jersey.

Ms. Mahaley has recently worked with the Community Development Block Grant program and HUD regulations. She believes in the intersection of affordable housing and community development activities and looks to combine resources to achieve resilient communities and opportunities for families to thrive.

Ms. Mahaley received her Masters Degree in City and Regional Planning from Rutgers University in 2000 and her Bachelors Degree in Fine Art from the College of William and Mary in 1994. She was a founding member of the Affordable Housing Professionals of New Jersey, and is a licensed New Jersey planner.



Dan Levin, AICP
Senior Planner

15 years of experience in:

- *Urban and Regional Planning*
- *Economic Development*
- *Community Engagement*

Education:

- *MA City Planning, University of Pennsylvania*
- *BA Urban Planning, University of Illinois at Urbana-Champaign*

Associations & Licenses:

- *American Institute of Certified Planners (AICP)*

Dan Levin, Senior Planner Dan Levin, Senior Planner, has over 14 years of experience working as an urban planning and economic development professional, with expertise in site selection and community engagement. At CGP&H, Dan is responsible for overseeing the organization’s Market to Affordable rental program, as well as providing support on grant applications and planning assignments.

Before coming to CGP&H, Dan served as project director for the Wilmington Renaissance Corporation in Wilmington, Delaware, where his projects included “Vacant to Vibrant”, a creative placemaking endeavor in West Center City Wilmington, and developing a business plan for a proposed kitchen incubator in Wilmington. Dan also acted as the Special Project Manager at The Enterprise Center Community Development Corporation, a non-profit organization devoted to minority business development and entrepreneurship located in West Philadelphia.

While at TEC-CDC, Dan’s accomplishments included overseeing the successful update to the Walnut Hill Neighborhood Plan 2016 including its approval by Philadelphia’s City Planning Commission; as well as managing the construction of Common Table, a restaurant incubator space within the Center For Culinary Enterprises. Dan also was tasked with facilitating the development of the Enterprise Heights project, a proposed mixed-use development at the southwest corner of 46th & Market streets in West Philadelphia; and he provided technical assistance to various business clients of TEC.

Dan also brings international experience to CGP&H, as he spent the first seven years of his career in Melbourne, Australia working in both the private and public sectors as an Urban Planner. While in Melbourne, Dan specialized in town center planning as well as economic development techniques, with his key achievements including drafting local planning policies/ordinances, developing a neighborhood shopping centers strategy, and facilitating public meetings between applicants and objectors.

Dan is originally from St. Louis, MO, however today he calls Philadelphia home. In his personal time Dan volunteers as a Football Coach for middle-school aged boys in Delaware County, PA.

Dan holds a Bachelor’s degree in Urban Planning from the University of Illinois at Urbana-Champaign and a Masters degree in City Planning from the University of Pennsylvania.



John Burton, Chief Operating Officer, is responsible for ongoing business operations at CGP&H and for leading the administrative support team providing logistical support for all departments at CGP&H. In addition, he provides Salesforce system administration and database management. He has many years of experience working mainly in the non-profit sector. John holds a Bachelor's degree from the University of California at Berkeley and a Master of Public Administration from Penn State with graduate certificates in Public Budgeting and Financial Management and in Public Sector Human Resources Management.



Ximena Calle, Administrative Agent Manager, has been with CGP&H since 2004. During that time, she has developed a deep understanding of the State's affordable housing regulations. Ms. Calle came to us with more than 8 years administrative experience in New Jersey as well as in her native Ecuador. She supervises the case management staff and oversees administrative agent projects including maintaining waiting lists, income certifying buyers and renters of affordable units, and liaising with landlords and developers. She also provides verbal and written translation services to Spanish-speaking homebuyers and sellers as needed. Ms. Calle is certified by the Affordable Housing Professionals of New Jersey.



Katherine Ritenband, Senior Affordable Housing Coordinator, joined CGP&H in 2013. She is a graduate of Westminster College in Utah. Ms. Ritenband income certifies applicants for rental and purchase units. In addition, she is responsible for regional affirmative marketing mailings, annual newsletters to homeowners, preparing closing documents, and conducting lotteries. She is also certified by the Affordable Housing Professionals of New Jersey.



Noopur Shah, Affordable Housing Coordinator, is responsible for income certifying applicants for rental and purchase units, regional affirmative marketing mailings, annual newsletters to homeowners, preparing closing documents, and conducting lotteries. Noopur holds a bachelor's degree in Psychology from Rutgers University and comes to CGP&H with experience in the fields of mental health and non-profit organizations.



Mike Butkocy, Affordable Housing Coordinator, joined CGP&H as a Certified Affordable Housing Professional with experience in community development. Mike's main duties include liaising with developers and landlords, applicant outreach, and assisting applicants with the application process. Mike is a graduate of Monmouth University, where he received his Masters Degree in Public Policy and Bachelors Degree in Political Science. Additionally, he is certified by the Affordable Housing Professionals of New Jersey.



Tilah Young, Affordable Housing Coordinator, recently joined CGP&H and provides support to the affordable housing administrative agent case managers by assisting with applicant outreach, records management, and other logistical support functions. Tilah holds a bachelor's degree in Business Administration from Monmouth University and comes to CGP&H with experience in real estate and business logistics.



Allie von Glahn, Affordable Housing Coordinator, is responsible for income certifications for rental and purchase units, regional affirmative marketing mailings, annual newsletters to homeowners, preparing closing documents, and conducting lotteries. Allie is a graduate of the University of Texas at El Paso with a degree in Psycholinguistics and has an extensive background in resident services, property management, and the affordable housing sector. She is a certified Tax Credit Specialist and Certified Occupancy Specialist through the National Center for Housing Management.



Nick Sciortino, Data Records Manager, oversees the online application and pre-application submissions and random selection process. He maintains all waiting lists for affordable housing and each municipality's rental and purchase inventory. He also provides Affordable Homes New Jersey technical support to the entire CGP&H team. Mr. Sciortino is a graduate of Westminster College in Utah and has been with CGP&H since 2013.



David Bopp, Data Records Assistant, joined CGP&H in 2018, providing technical assistance, salesforce data management, and administrative support. David is a graduate of Rutgers University, having received his Master's Degree in Social Work and his Bachelor's Degree in Psychology.



Ashleigh Mastandrea, Affordable Housing Assistant, recently joined CGP&H and provides support to the affordable housing administrative agent case managers by assisting with applicant outreach, records, and other logistical support functions. Ashleigh came to us with a variety of experience including co-owning and building from the ground up a successful restaurant.



Artrice Roman, Affordable Housing Assistant, recently joined CGP&H and provides support to the affordable housing administrative agent case managers by assisting with applicant outreach, records, and other logistical support functions. Artrice graduated from Rutgers University with a bachelor's in Public Health and Sociology. Her previous experience includes non-profit organizations and public health organizations with certifications as a support coordinator case manager and a behavior technician for individuals with disabilities.



Stephanie Rubin, Administrative Assistant, provides administrative support to all staff at CGP&H. She graduated from the University of Delaware with a degree in Fine Arts and has extensive experience in graphic design, logistics and general office administration.



E-TICKET AGREEMENT
between **High Bridge Police Department and GTBM, Inc.**

This Agreement (“Agreement”) is made this ___ day of _____, 2020, by and between Gold Type Business Machine, Inc. (“GTBM”) a New Jersey corporation with offices at 351 Paterson Avenue, East Rutherford, New Jersey 07073 and the High Bridge Police Department, _____ (“Agency”).

1. Term. The term of this Agreement shall commence upon installation and delivery of all E-Ticket system equipment and software or agency certification by the Administrative Office of the Courts (AOC), whichever is later, and shall continue for a period of five (5) years.
2. Hardware and Setup. GTBM, at no cost to Agency, will provide equipment, materials and labor to install and test Info-Cop™ E-Ticket hardware (the “hardware”) in designated vehicles as specified on Exhibit A. Agency will be responsible to provide an activated, wireless modem connection to the Internet and a mobile data terminal sufficient to run the E-Ticket software for each vehicle at Agency’s sole expense.
3. Support Services. GTBM, at no cost to Agency, will provide initial training in the use of Info-Cop™ E-Ticket hardware and software to Agency. Training services are provided at Agency site; Agency will schedule training classes with the Director of E-Ticket, provide a suitable facility for training and guarantee a reasonable amount of officers attend each training session. GTBM will service or replace the hardware should it malfunction in accordance with the Hardware Warranty specified in Section 4.2. Support services will be provided from Monday through Sunday, excluding holidays, between the hours of 9am and 5pm with a four (4) hour response time. For most service issues, a GTBM technician will be dispatched to a client site at a scheduled time convenient for both parties. GTBM will make every effort to quickly address and remedy all service issues. GTBM will, at GTBM’s sole expense, supply Agency with E-Ticket paper for printers as E-Tickets issued deplete supplies. Agency will acknowledge receipt of initial paper supplies and replenishment supplies. If, however, Agency’s demand for paper is greater than the amount used in issuing E-Tickets (allowing for 5% unexplained losses), additional paper will be provide at a per roll fee as noted on Exhibit A.
4. Warranties.
 - 4.1 Software Warranties.
 - (a) GTBM warrants that End-User’s use of Software has been certified by the



New Jersey Office of the Administrator of Courts (AOC) and shall remain compliant with AOC standards throughout its use.

- (b) GTBM warrants that the Software shall be free from defects in materials or workmanship and errors. GTBM further agrees to furnish, promptly and without additional charge, all labor and parts necessary to remedy any such defect or error, which does not affect AOC compliance, called to its attention in writing no later than six (6) months after installation of the Software.
- (c) GTBM'S OBLIGATIONS FOR BREACH OF WARRANTY SHALL BE LIMITED TO CORRECTION OR REPLACEMENT OF THAT PORTION OF THE SOFTWARE WHICH FAILS TO CONFORM TO SUCH WARRANTY. IN NO EVENT SHALL GTBM BE LIABLE FOR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES INCLUDING ANY DAMAGES RESULTING FROM LOSS OF USE, OR LOSS OF DATA ARISING OUT OF OR IN CONNECTION WITH THE USE OF THE SOFTWARE. GTBM SHALL HAVE NO RESPONSIBILITY TO CORRECT ANY DATABASE ERRORS OR ANY ERRORS OR DAMAGES CAUSED BY OR ARISING OUT OF HARDWARE DEFECTS OR INPUT ERRORS OR USE OF THE SOFTWARE IN WAYS FOR WHICH IT WAS NOT DESIGNED. IN NO EVENT SHALL GTBM BE LIABLE FOR ANY BREACH OF WARRANTY UNLESS WRITTEN NOTICE THEREOF IS GIVEN TO GTBM WITHIN SIX MONTHS AFTER INSTALLATION OF THE SOFTWARE. GTBM'S WARRANTY OBLIGATIONS SHALL BE VOID IF: (I) THE END-USER MODIFIES THE SOFTWARE WITHOUT THE PRIOR WRITTEN CONSENT OF GTBM OR (II) THE NON-CONFORMANCE OF THE SOFTWARE IS DUE TO ITS MISUSE OR NEGLIGENCE OR OTHERWISE CAUSED BY A BREACH OF END-USER'S OBLIGATIONS HEREUNDER; OR (III) THE END-USER FAILS TO FOLLOW IN ALL MATERIAL RESPECTS WRITTEN INSTRUCTIONS OF GTBM; OR (IV) THE SOFTWARE IS USED WITH OTHER INCOMPATIBLE PRODUCTS OR SERVICES.
- (d) GTBM shall defend any claim or proceeding brought against the End-User to the extent that it is based on an assertion that the End-User's use of the Software under this Agreement constitutes an infringement of any United States patent, copyright, trade secret, trademark, or other property interest rights, and shall indemnify the End-User against all costs, damages and expenses finally awarded against the End-User which are attributable to such claim, provided that the End-User notifies GTBM promptly in writing of any such claim or proceeding and gives GTBM full and



complete authority, information and assistance to defend such claim or proceeding and further provided that GTBM shall have sole control of the defense of any claim or proceeding and all negotiations for its compromise or settlement. In the event that the Software is finally held to be infringing and its use by the End-User is enjoined, GTBM shall, at its election: (i) procure for the End-User the right to continue to use the Software; (ii) modify or replace the Software so that it becomes non-infringing; or (iii) return to the End-User the fee paid under this Agreement, less an allowance for use of the Software by the End-User, prorating the useful life of the Software over a five (5) year period. GTBM shall have no liability hereunder if the End-User modifies the Software in any manner and such modification is determined by a court of competent jurisdiction to be a contributing cause of the infringement or if the End-User uses the Software in a manner contrary to the provisions of this Agreement or in conjunction with unauthorized equipment. The foregoing states GTBM's and its licensors entire liability, and the End-User's exclusive remedy, with respect to any claims of infringement of any copyright, patent, trade secret, trademark, or other property interest rights by the Software, any part thereof or the use thereof.

4.2 Hardware Warranties.

GTBM will replace malfunctioning E-Ticket hardware at GTBM's sole cost during the initial and any renewal terms of this Agreement except in such case that the hardware became damaged through customer abuse or vehicle accident.

4.3 THE WARRANTIES CONTAINED IN THIS SECTION 4 ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. GTBM'S EXPRESS WARRANTIES SHALL NOT BE ENLARGED, DIMINISHED OR AFFECTED BY, AND NO OBLIGATION OR LIABILITY SHALL ARISE OUT OF GTBM'S RENDERING OF TECHNICAL OR OTHER ADVICE OR SERVICE IN CONNECTION WITH THE SOFTWARE.

5. Charges and Payments

- a) The Agency agrees to pay the Annual Fee specified on Exhibit A upon delivery and installation of hardware.
- b) Except as otherwise specified herein, all invoices rendered under this



Agreement are due and payable within thirty (30) days of the date of invoice. The failure of the Agency to pay the fees after written notification shall result in the complete termination of any continuing obligation of GTBM to provide the software, hardware and support to the Agency

6. Termination.

- a) GTBM may terminate this Agreement in the event of the failure by the Agency or Agency's End-Users to comply with any term or condition of this Agreement or the End User License Agreement. Termination shall be effective on written notice by GTBM to the Agency. Upon termination, the Agency will return all Info-Cop E-Ticket hardware and software and all other equipment under this Agreement within five (5) days following receipt of GTBM's termination notice.
- b) GTBM may terminate this Agreement if GTBM gives written notice to the Client specifying the Client's failure to make payment when due and the Client fails to make such payment within ten (10) days following receipt of such notice.
- c) Either party may terminate this Agreement if the other party fails or defaults in the performance of any of its material obligations under this Agreement (other than failure by the Client to make any payment when due as governed by section 5(b) above) and fails to cure or substantially cure such failure or default within thirty (30) days following receipt of written notice.
- d) Either party may also terminate this Agreement by written notice to the other, effective immediately upon receipt, if the other party shall file a petition in bankruptcy, shall be adjudicated to be bankrupt, shall take advantage of the insolvency laws of any state, territory or country, shall make an assignment for the benefit of creditors, shall be voluntarily or involuntarily dissolved, shall admit in writing its inability to pay debts as they come due, or shall have a receiver, trustee or other court officer appointed for its property.
- e) Termination of this Agreement does not relieve either party of obligations to make any payments or perform any services due prior to the date of termination.
- f) Agency's obligation to protect the confidential nature of the software specified in the End User License Agreement shall survive any termination or expiration of this Agreement indefinitely. It shall not be a breach of this Agreement for the Agency to disclose confidential information received thereby when, and to the extent that, such disclosure



is required by a court of competent jurisdiction or by a governmental body, provided that the Agency, in making such disclosure shall (i) give the GTBM as much prior notice thereof as is reasonably practicable so that the GTBM may seek such protective orders or other confidentiality protection as it, in its sole discretion and at its sole expense, may elect and (ii) reasonably cooperate with GTBM to protect the confidential or proprietary nature of the Confidential Information which must be disclosed

6. Miscellaneous. This Agreement shall be governed by the laws of the State of New Jersey. This Agreement and any exhibits thereto constitute the entire agreement between the parties related to the Software and supersede all prior agreements, understandings, negotiations and discussions between the parties in connection therewith, whether oral or written. Except as otherwise provided in the Agreement, notices, demands, requests or other communications which are given or required pursuant to the Agreement shall be in writing and shall be delivered by first class, registered or certified mail, postage prepaid, or by hand (including third-party courier or nationally recognized overnight service) or facsimile to a party's address indicated in the Agreement. Each party agrees to provide the other notice of any address change. If any term of the Agreement is found to be invalid or unenforceable, the remaining provisions will remain effective. If either party fails to require performance by the other party of any provision, it shall not affect the right to require performance at any time thereafter nor shall it be held to be a waiver of the provision itself. Pursuit of any remedy hereunder or under applicable law by either party shall not prevent such party from pursuing any other available remedy and shall not operate as an election of remedies. Except for payment obligations, neither party will be responsible for performance of its obligations hereunder where delayed or hindered by war, terrorism, riots, embargoes, strikes or acts of its vendors, suppliers, accidents, acts of God or any other event beyond its reasonable control. Agency and Agency's End-User(s) acknowledge(s) and agree(s) that, due to the unique nature of the Software there can be no adequate remedy at law for a material breach of the Agreement and that such breach would cause irreparable harm to GTBM; therefore, GTBM shall be entitled to seek immediate equitable relief, in addition to whatever remedies GTBM might have at law or under the Agreement. The Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together will constitute one agreement.

GTBM, Inc.

Agency:

By: _____
Name: _____
Title: _____
Date _____

By: _____
Name: _____
Title: _____
Date: _____



Exhibit A:

E-TICKET AGREEMENT
between **High Bridge Police Department and GTBM, Inc.**

GTBM will provide:

	#
Info-Cop™ E-Ticket Software*	5 licenses
Info-Cop™ Query Software	5
Hardware and Installation for Fully-Equipped Police Vehicles**	5
Mobile Printers	0
Scanners	0

Special Hardware financing Yes No (Check one)

*GTBM will provide an additional license on a designated office PC supplied by the department to allow for review or reprinting of tickets at no cost to the Agency.

**includes docking mount, printer, installation, E-Ticket software and ticket paper and Replenishment, 365 days a year support 9am to 5pm with hardware swap

Annual Fee: \$2,336.40***

***Please note the Annual Fee for Year One of the Agreement will be billed in two parts: \$778.80 in Q4 2020 and \$1,557.60 in Q1 2021.

Excess Paper Demand: \$5.00 per roll

Multi-Year Contract: Y

Number of Years: 5

Agency Initials: _____ Date: _____



HIGH BRIDGE FIRE DEPARTMENT
P.O. BOX 232 • HIGH BRIDGE, N.J. 08829
ORGANIZED 1899 INCORPORATED 1902

Date: August 31, 2020

To: Alan Brower, Water Supervisor

From: Jeffrey Smith, Chief *Jeffrey Smith*

Re: Hydrant Flushing & Testing Program

The Hydrant Flushing & Testing Program which began on Monday, June 1st, and concluded on July 29th. I would like to thank you for the opportunity to assist the Borough of High Bridge with maintaining compliance with the "Water Quality Act" which calls for the water purveyor to test every fire hydrant in their system annually to determine that the hydrants are in working condition, utilize global positioning system to verify location, to keep a record of all inspections, tests, and flushing of all fire hydrants.

The High Bridge Fire Department utilizes global positioning to locate all fire hydrants within the Boroughs water system. This was done with preplanning our first due response area. That information was uploaded into a program called "I Am Responding" which is utilized by our mutual aid departments as well as the County of Hunterdon.

A total of one hundred and forty-two fire hydrants were tested. The testing was conducted in numerical order when practical. The hydrants were inspected, flushed, and then tested to determine static pressure, residual pressure, and gallons per minute flow. Once tested a report was generated depicting same, as well as any deficiencies, which were noted on a maintenance form.

At the conclusion of testing there were six hydrants identified as out of service and in need of repair or replacement, one of which was a result of a motor vehicle accident, which is depicted in said report. Minor issues were identified such as leaking spuds, caps, and some were hard to operate, most of these issues were rectified by fire department personnel. There were some hydrants that leaked from the stem and some that did not properly drain, these issues were reported via maintenance report to Frederick Roll, Director of Public Works.

Additionally, all of the fire hydrants have been cleared of vegetation, cleaned, and painted.

C: Frederick Roll, Director, DPW
Bonnie Fleming, Administrator
file

High Bridge Fire Department

High Bridge, NJ

This report was generated on 9/2/2020 2:13:13 PM



Hydrants Flow Tested for Date Range

Start Date: 01/01/2020 | End Date: 12/31/2020

HYD. ID	ADDRESS	LOCATION	TEST DATE	START TIME	END TIME	STATIC	RESIDUAL	DOWNSTREAM (HYD. ID)	FLOW @ DES. PRESS	PITOT PRESSURE	DISTRICT
Zone 14											
001-167 Fairview Ave	167 Fairview AVE High Bridge, NJ 8829	Fairview and Water Tank	06/01/2020	9:15	9:28	45 PSI	28 PSI	820 GPM (Unnamed)	820 @ 28 PSI	28	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
002-24 Silverthorne Rd	24-32 Silverthorne RD at Cokesbury RD High Bridge, NJ 8829		06/01/2020	9:30	9:43	70 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							
003- Fairview & Silverthorne	98 Fairview AVE at Silverthorne rd High Bridge, NJ 08829	In grass median of Fairview Ave & Silverthorne	06/01/2020	9:45	9:58	55 PSI	2 PSI	240 GPM (Unnamed)	240 @ 2 PSI	2	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
004- 26 Larrison Rd	26 Larrison rd at Cregar AVE High Bridge, NJ 08829		06/01/2020	10:00	10:13	48 PSI	1 PSI	120 GPM (Unnamed)	120 @ 1 PSI	1	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							
005- Super Fine & Fine	Super Fine at Fine RD High Bridge, NJ 8829		06/01/2020	10:30	10:43	20 PSI	2 PSI	240 GPM (Unnamed)	239 @ 2 PSI	2	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
006- 33 Cregar Road	33 Cregar rd High Bridge, NJ 08829	IFO 33 Cregar	06/01/2020	10:45	10:58	54 PSI	18 PSI	710 GPM (Unnamed)	710 @ 18 PSI	18	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							
007-71 Cregar Road	71 Cregar rd High Bridge, NJ 08829		06/01/2020	11:00	11:13	55 PSI	18 PSI	710 GPM (Unnamed)	710 @ 18 PSI	18	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
008- 96 Cregar Rd	96 Cregar rd High Bridge, NJ 08829		06/01/2020	11:15	11:28	80 PSI	22 PSI	790 GPM (Unnamed)	790 @ 22 PSI	22	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							

HYD. ID column sorts alphanumerically rather than strictly numerically because the Hydrant ID field can also contain letters and certain characters at the discretion of the Department entering the data.



HYD. ID	ADDRESS	LOCATION	TEST DATE	START TIME	END TIME	STATIC	RESIDUAL	DOWNSTREAM (HYD. ID)	FLOW @ DES. PRESS	PITOT PRESSURE	DISTRICT
009- 133 Cregar Rd	133 Cregar RD at Stillwell RD High Bridge, NJ 8829		06/01/2020	11:30	11:45	105 PSI	42 PSI	1090 GPM (Unnamed)	1090 @ 42 PSI	42	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
010- 166 Cregar Road	166 Cregar rd High Bridge, NJ 08829		06/01/2020	14:15	14:28	125 PSI	38 PSI	1030 GPM (Unnamed)	1030 @ 38 PSI	38	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
011- 14 Stillwell	14 Stillwell RD at Woodland TER High Bridge, NJ 8829		06/01/2020	14:30	14:43	115 PSI	32 PSI	950 GPM (Unnamed)	950 @ 32 PSI	32	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							
012- 8 Woodland Terrace	8 Woodland TER at Stillwell RD High Bridge, NJ 8829		06/15/2020	8:00	8:15	105 PSI	26 PSI	860 GPM (Unnamed)	859 @ 26 PSI	26	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
013- 22 Woodland Terrace	22 Woodland TER at Stillwell RD High Bridge, NJ 8829		06/01/2020	15:00	15:10	60 PSI	18 PSI	710 GPM (Unnamed)	710 @ 18 PSI	18	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
014- 67 County Road 513	67 County Road 513 RD High Bridge, NJ 08829		06/15/2020	8:00	8:15	60 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
015- 49 County Road 513	49 County Road 513 RD High Bridge, NJ 8829		06/15/2020	8:15	8:30	75 PSI	20 PSI	750 GPM (Unnamed)	750 @ 20 PSI	20	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
018-97 Mine Rd	97 Mine RD at Cokesbury RD High Bridge, NJ 8829		06/23/2020	8:30	8:45	105 PSI	5 PSI	380 GPM (Unnamed)	348 @ 20 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
019-122 Mine Rd	122 Mine rd High Bridge, NJ 08829		06/08/2020	9:35	9:45	35 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
020- 4 Seal Street	4 Seal ST at Mine RD High Bridge, NJ 8829		06/15/2020	8:30	8:45	100 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
021- 69 Church	69 Church st High Bridge, NJ 08829		06/09/2020	14:30	14:45	130 PSI	5 PSI	405 GPM (Unnamed)	405 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
022-56 Church	56 Church st at Seal st High Bridge, NJ 08829		06/10/2020	8:15	11:43	120 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
023- Church & Thomas	Church ST at Thomas ST High Bridge, NJ 8829	Church & Thomas	06/10/2020	8:44	11:44	125 PSI	30 PSI	920 GPM (Unnamed)	919 @ 30 PSI	30	14

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Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
024-15 Thomas	15 Thomas ST at Chruch ST High Bridge, NJ 8829		06/30/2020	8:45	9:00	110 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
025-6 Taylor Street	6 Taylor ST at Mine RD High Bridge, NJ 8829		06/15/2020	8:45	9:00	105 PSI	35 PSI	1000 GPM (Unnamed)	999 @ 35 PSI	35	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
026-28 Church St and Taylor St	28 Church ST at Taylor st High Bridge, NJ 08829	Corner of Church and Taylor	06/15/2020	9:00	9:15	120 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
027-42 Taylor St	42 Taylor ST at Academy ST High Bridge, NJ 8829		06/15/2020	9:15	9:30	125 PSI	35 PSI	1000 GPM (Unnamed)	1000 @ 35 PSI	35	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
028-57 Thomas St.	57 Thomas ST at Prospect ST High Bridge, NJ 8829		06/15/2020	9:30	9:45	130 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
029-Thomas St. at Academy St	Thomas ST at Academey ST High Bridge, NJ 8829		06/15/2020	9:45	10:00	120 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
030-14 Church St.	14 Church ST at Mill st High Bridge, NJ 08829		06/08/2020	9:00	9:30	130 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							
031-4 Church St.	4 Church ST at Main ST High Bridge, NJ 08829		06/15/2020	10:30	10:45	125 PSI	30 PSI	920 GPM (Unnamed)	919 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
032-78 Main St.	78 Main ST at Columbia TRL High Bridge, NJ 08829		06/15/2020	10:45	11:00	125 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks: Hydrant has the gnome painting on it		TESTED BY: Hinson, Timothy R							
033-66 Main Street	66 Main st High Bridge, NJ 08829		06/15/2020	11:00	11:15	125 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
034-54 Main Street	54 Main st High Bridge, NJ 08829		06/15/2020	11:15	11:30	135 PSI	25 PSI	840 GPM (Unnamed)	839 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							

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035- 35 Main Street	35 Main st High Bridge, NJ 08829	Century Link Parking lot	06/15/2020	12:30	12:45	130 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
036- 8 Main Street	8 Main st High Bridge, NJ 08829		06/15/2020	12:45	13:00	130 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
037- 11 Center Street	11 Center st High Bridge, NJ 08829		06/30/2020	9:00	9:20	140 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
039- 34 Mill Street	34 Mill ST at McDonald ST High Bridge, NJ 8829		06/30/2020	9:25	9:45	160 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
041- 50 Center Street	50 Center ST at Main ST High Bridge, NJ 8829		06/30/2020	9:45	10:00	135 PSI	45 PSI	1130 GPM (Unnamed)	1130 @ 45 PSI	45	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
042- Mine & Thomas	13-23 Mine RD at Thomas ST High Bridge, NJ 8829	Bottom of Elementary School Trail	06/30/2020	10:00	10:15	90 PSI	30 PSI	920 GPM (Unnamed)	919 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
043- 5 Robin Lane	5 Robin LN High Bridge, NJ 08829		06/29/2020	8:00	8:25	120 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
044- Cregar Rd & Robin Lane	Robin LN at Cregar RD High Bridge, NJ 8829	At corner of Cregar Rd and Robin Ln	06/29/2020	8:30	8:55	110 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
045- 203 Cregar Rd	203 Cregar rd High Bridge, NJ 08829	By golf course pro shop	06/29/2020	9:00	9:25	115 PSI	17 PSI	690 GPM (Unnamed)	690 @ 17 PSI	17	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
048-126 W Main St	126 West Main ST High Bridge, NJ 08829	In front of High Bridge Stone	06/23/2020	9:00	9:10	180 PSI	50 PSI	1190 GPM (Unnamed)	1189 @ 50 PSI	50	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
049- 4 Sycamore CT	4 Sycamore CT High Bridge, NJ 08829	End of the Drive	07/07/2020	10:15	10:25	110 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							

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050-10 Chestnut Ct	10 Chestnut CT High Bridge, NJ 08829	Center Island across from 10	07/07/2020	10:10	10:15	100 PSI	30 PSI	820 GPM (Unnamed)	820 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
051-1 Berrywood Ln	1 Berrywood LN High Bridge, NJ 08829	Across from Indian Spring	07/07/2020	10:25	10:45	90 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
052-10 Micheal Ln	10 Michael LN High Bridge, NJ 08829	10 Micheal Ln	07/06/2020	9:00	9:15	100 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
053-2 Micheal Ln	2 Michael LN High Bridge, NJ 08829		07/06/2020	9:20	9:40	85 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
054- Indian Springs Lane	Indian Spring LN High Bridge, NJ 08829	in the middle of the cul de sac	07/07/2020	9:45	10:00	100 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	2.5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
055- 19 Wharton Way	19 Wharton Way WAY at Manning CT High Bridge, NJ 8829		06/08/2020	10:30	11:55	120 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks: Hydrant Flag not present.		TESTED BY: Hinson, Timothy R							
056- 4 Manning Court	4 Manning Court CT at Wharton WAY High Bridge, NJ 8829		06/08/2020	10:00	10:25	95 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							
057- 16 Manning Court	16 Manning CT High Bridge, NJ 08829		06/24/2020	11:31	11:45	100 PSI	30 PSI	670 GPM (Unnamed)	670 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Smith, Jeffrey							
058- Colonial & Washington Ave	Colonial CT at Washington ave High Bridge, NJ 08829		06/29/2020	12:00	12:30	145 PSI	50 PSI	1190 GPM (Unnamed)	1190 @ 50 PSI	50	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
059- Greenwich & King Hill	Greenwich DR at King Hill RD High Bridge, NJ 8829		06/30/2020	10:15	10:40	55 PSI	30 PSI	1000 GPM (Unnamed)	1000 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
060- 5 Woodglen Dr	5 Woodglen DR at W Main ST High Bridge, NJ 8829		06/23/2020	9:15	9:30	120 PSI	30 PSI	950 GPM (Unnamed)	950 @ 30 PSI	30	14

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Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
061- 9 W Main St	9 W Main st High Bridge, NJ 08829		06/23/2020	9:40	9:50	175 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
062- 18A West Main St	18A W Main st High Bridge, NJ 08829		06/23/2020	9:50	10:30	180 PSI	30 PSI	960 GPM (Unnamed)	960 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
063- 26 W Main	26 W Main st at Hillcrest LN High Bridge, NJ 08829	IFO DPW	06/23/2020	10:50	11:10	150 PSI	20 PSI	750 GPM (Unnamed)	750 @ 20 PSI	20	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
064- Bridge & Central	Central AVE at Bridge ST High Bridge, NJ 8829		06/23/2020	11:15	11:25	150 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
065- 4 Union Ave	4 Union AVE at Hart ST High Bridge, NJ 8829		06/23/2020	11:30	11:40	135 PSI	10 PSI	530 GPM (Unnamed)	530 @ 135 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
066- 13 Hart	14-19 Hart ST at W Main ST High Bridge, NJ 8829	Across from 13 Hart St	06/23/2020	11:45	11:55	165 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
067- 59 W Main St	59 W Main ST at Beavers ST High Bridge, NJ 8829		06/23/2020	12:00	12:15	175 PSI	50 PSI	1190 GPM (Unnamed)	1190 @ 50 PSI	50	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
068- 100 W Main	100 W Main ST at Arch ST High Bridge, NJ 8829	Exact Tool & Level	06/09/2020	11:15	11:25	180 PSI	72 PSI	1425 GPM (Unnamed)	1424 @ 72 PSI	72	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
069- 125 W Main	125 W Main st at Dennis ave High Bridge, NJ 08829	Gronsky's Milk House	06/30/2020	10:45	11:00	180 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
070- Ridge & Dennis	Ridge RD at Dennis AVE High Bridge, NJ 8829		06/09/2020	11:30	11:45	180 PSI	30 PSI	1000 GPM (Unnamed)	1000 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
071- 30 Ridge Road	30 Ridge rd at Sylvan rd High Bridge, NJ 08829		06/17/2020	9:00	13:34	165 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks: Hard to open, stem leaks		TESTED BY: Strange, Devin							
072- 25 Sylvan Rd	25 Sylvan RD at Lake AVE High Bridge, NJ 8829		06/17/2020	9:15	13:35	160 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							

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073- 52 Beavers St	52 Beavers ST at Jersey ST High Bridge, NJ 8829		06/17/2020	9:30	13:38	150 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
074- 74 Beavers St	74 Beavers ST at Lake AVE High Bridge, NJ 8829		06/09/2020	11:45	12:00	155 PSI	30 PSI	940 GPM (Unnamed)	940 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
075- 2 Jersey St	2 Jersey ST at Valley View RD High Bridge, NJ 8829		06/17/2020	9:45	13:44	150 PSI	20 PSI	750 GPM (Unnamed)	750 @ 20 PSI	20	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
076- 44 Valley View	44 Valley View RD at Hillcrest LN High Bridge, NJ 8829		06/17/2020	10:44	13:45	125 PSI	20 PSI	750 GPM (Unnamed)	750 @ 20 PSI	20	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
077- 16 Hillcrest	16 Hillcrest LN at Mary Jo CRST High Bridge, NJ 8829		06/09/2020	14:00	14:15	125 PSI	30 PSI	920 GPM (Unnamed)	971 @ 20 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
078- 11 Jane Lane	11 Jane LN at Hillcrest LN High Bridge, NJ 8829		06/17/2020	10:46	13:46	125 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
079- 1 Jane Lane	1 Jane LN at Sunset DR High Bridge, NJ 08829	Corner of Jane Lane and Sunset	06/17/2020	10:30	13:48	120 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
080- 12 Sunset	12 Sunset dr at Mary Jo CRST High Bridge, NJ 08829	Between 12-14 Sunset Lane	06/17/2020	10:45	13:50	125 PSI	30 PSI	920 GPM (Unnamed)	919 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
081- 7 Hillcrest	7 Hillcrest LN at Hoffman dr High Bridge, NJ 08829	7 Hillcrest Lane	06/17/2020	11:15	13:51	120 PSI	30 PSI	1000 GPM (Unnamed)	1000 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
082- 12 Hoffman	12 Hoffman dr at Beavers st High Bridge, NJ 08829	12 Hoffman Drive	06/17/2020	10:53	13:53	150 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
083- 23 Beavers	23 Beavers st at Hoffman dr High Bridge, NJ 08829		06/17/2020	12:30	13:55	150 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
084- Deer Run & Wilson	Deer Run rd at Wilson ave High Bridge, NJ 08829	Corner of Deer Run Road & Wilson Avenue	06/02/2020	9:30	10:00	75 PSI	37 PSI	1020 GPM (Unnamed)	1020 @ 37 PSI	37	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
085- 14 Pleasant	14 Pleasant rd at Squire LN High Bridge, NJ 08829	Corner of Pleasant Road & Squire Lane	06/16/2020	9:30	9:50	50 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							

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086- 12 High Ct	12 High CT at Pleasant rd High Bridge, NJ 08829		06/16/2020	8:30	8:50	30 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
087- 56 Mark Drive	56 Mark dr at Pleasant rd High Bridge, NJ 08829		06/16/2020	9:00	9:25	50 PSI	15 PSI	630 GPM (Unnamed)	629 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
094- 602 Cokesbury Rd	602 Cokesbury RD at Mine RD High Bridge, NJ 08829	Across from 602 Cokesbury Rd	06/02/2020	11:30	12:00	110 PSI	5 PSI	375 GPM (Unnamed)	375 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
095- 6 Cregar Road	6 Cregar rd at Cregar ave High Bridge, NJ 08829		06/29/2020	9:30	9:55	50 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
096- 17 Cregar Road	17 Cregar rd High Bridge, NJ 08829		06/29/2020	10:00	10:25	55 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
097- 48 Cregar Road	48 Cregar rd High Bridge, NJ 08829	Across 48 Cregar Road	06/29/2020	10:30	10:55	50 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
098- 117 Cregar Rd	117 Cregar rd High Bridge, NJ 08829		06/29/2020	11:00	11:25	90 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
099- 71 Old Jericho Rd	71 Old Jericho RD at Arch ST High Bridge, NJ 8829		06/30/2020	11:00	11:15	180 PSI	60 PSI	1300 GPM (Unnamed)	1300 @ 60 PSI	60	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
100- 27 Arch St	27 Arch ST at Washinton AVE High Bridge, NJ 8829		07/07/2020	9:15	9:25	175 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
101- 10 Arch Street	10 Arch ST at Washington AVE High Bridge, NJ 8829		07/07/2020	8:45	9:05	160 PSI	65 PSI	1350 GPM (Unnamed)	1350 @ 65 PSI	65	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
102- 16 Dewey	16 Dewey AVE at Washington AVE High Bridge, NJ 8829		07/07/2020	9:30	9:45	40 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
103- 49 Dewey Ave	42-54 Dewey AVE at Manning CT High Bridge, NJ 8829	Across 49 Dewey	07/07/2020	10:15	10:30	100 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							

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104- 60 Dewey Ave	60 Dewey AVE at Berrywood LN High Bridge, NJ 8829		07/07/2020	11:00	11:15	100 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
105- 8 Patton St	8 Patton ST at MCArthur ST High Bridge, NJ 8829		06/10/2020	8:51	11:52	95 PSI	7 PSI	410 GPM (Unnamed)	410 @ 7 PSI	7	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
106- 18 Patton St	18 Patton ST at MCArthur ST High Bridge, NJ 8829		06/10/2020	8:47	11:50	90 PSI	7 PSI	440 GPM (Unnamed)	440 @ 7 PSI	7	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
107- 31 McArthur	31 McArthur st High Bridge, NJ 08829		06/10/2020	8:46	11:47	80 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
108- 7 McArthur	7 McArthur st at Dewey ave High Bridge, NJ 08829		07/07/2020	10:45	11:00	100 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
110- 10 E Main	10 E Main st High Bridge, NJ 08829		06/10/2020	8:57	11:58	165 PSI	30 PSI	950 GPM (Unnamed)	950 @ 30 PSI	30	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
111- 30 E Main	30 E Main ST at Washington AVE High Bridge, NJ 8829		07/01/2020	10:15	11:09	145 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	145	14
Flow Test Results: Pass		Remarks: Hard to open		TESTED BY: Strange, Devin							
112- 48 E Main	112 E Main st High Bridge, NJ 08829		07/01/2020	10:30	11:10	140 PSI	35 PSI	1000 GPM (Unnamed)	1000 @ 35 PSI	140	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
113- 74 E Main	74 E Main st High Bridge, NJ 08829		07/01/2020	8:13	11:13	125 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	125	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
114- 102 E Main	102 E Main st High Bridge, NJ 08829		06/08/2020	11:30	11:45	105 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
115-132 E Main	132 Main st High Bridge, NJ 08829	132 E Main	07/01/2020	8:30	11:14	80 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	80	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
118-46 Highland Ave	46 Highland ave High Bridge, NJ 08829	46 Highland Ave	07/01/2020	9:00	11:12	125 PSI	2 PSI	120 GPM (Unnamed)	120 @ 2 PSI	2	14
Flow Test Results: Pass		Remarks: Low volume		TESTED BY: Strange, Devin							
119- 26 Highland	26 Highland ave High Bridge, NJ 08829		06/08/2020	11:00	11:25	120 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
120- 8 Highland	8 Highland ave High Bridge, NJ 08829		07/01/2020	10:15	11:11	125 PSI	3 PSI	240 GPM (Unnamed)	240 @ 3 PSI	125	14
Flow Test Results: Pass		Remarks: Low volume		TESTED BY: Strange, Devin							

HYD. ID column sorts alphanumerically rather than strictly numerically because the Hydrant ID field can also contain letters and certain characters at the discretion of the Department entering the data.



HYD. ID	ADDRESS	LOCATION	TEST DATE	START TIME	END TIME	STATIC	RESIDUAL	DOWNSTREAM (HYD. ID)	FLOW @ DES. PRESS	PITOT PRESSURE	DISTRICT
122- 8 Maryland Ave	8 Maryland ave High Bridge, NJ 08829		06/02/2020	12:25	12:55	150 PSI	20 PSI	750 GPM (Unnamed)	750 @ 20 PSI	20	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
123- Washingt on and Maryland	7 Washington ave at Maryland ave High Bridge, NJ 08829	Across from HBFD	06/02/2020	8:00	8:30	150 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
124- 20 Tisco	20 Tisco AVE at Washington AVE High Bridge, NJ 8829		06/30/2020	11:15	11:30	140 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
126- Nassau Rd	Nassau RD at Washington ave High Bridge, NJ 8829		06/09/2020	9:00	9:30	70 PSI	2 PSI	240 GPM (Unnamed)	240 @ 70 PSI	2	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
127- 2 Wilson Ave	2 Wilson ave High Bridge, NJ 08829	Across 2 Wilson Ave	06/09/2020	11:00	11:10	130 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
128- Watergate e	21 Watergate DR at Wilson AVE High Bridge, NJ 8829	Across from 21 Watergate	06/16/2020	12:45	13:00	120 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
129- 1 Northwood d Ave	1 Northwood AVE at Watergate DR High Bridge, NJ 08829	Across from 1 Northwood	06/16/2020	11:20	11:40	75 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
130- Overlook & Northwood d	Northwood AVE at Overlook DR High Bridge, NJ 8829		06/16/2020	11:00	11:20	95 PSI	0 PSI	1300 GPM (Unnamed)	1144 @ 20 PSI	60	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
131- 17 Overlook	17 Overlook DR at Village SQ High Bridge, NJ 8829		06/16/2020	12:25	14:20	100 PSI	30 PSI	1000 GPM (Unnamed)	999 @ 30 PSI	100	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
132- Northwood & Mark	Northwood dr at Mark dr High Bridge, NJ 08829		06/08/2020	14:00	14:25	75 PSI	45 PSI	1130 GPM (Unnamed)	1130 @ 45 PSI	45	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
133-30 Mark Dr	30 Mark DR at Kill Hill RD High Bridge, NJ 8829		06/08/2020	13:15	13:30	80 PSI	50 PSI	1180 GPM (Unnamed)	1180 @ 50 PSI	50	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
134-62 Baron Ct	62 Baron CT at Mark DR High Bridge, NJ 8829	In between #60-#62 Baron	06/08/2020	13:35	13:55	85 PSI	40 PSI	1060 GPM (Unnamed)	1060 @ 40 PSI	40	14

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HYD. ID	ADDRESS	LOCATION	TEST DATE	START TIME	END TIME	STATIC	RESIDUAL	DOWNSTREAM (HYD. ID)	FLOW @ DES. PRESS	PITOT PRESSURE	DISTRICT
Flow Test Results: Pass		Remarks:		TESTED BY: Hannigan, Michael R							
135-1 Deer Run	Deer Run DR at King Hill RD High Bridge, NJ 8829	Across from 1 Deer Run	06/16/2020	10:00	14:21	45 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	45	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
136-13 Village Sq	13 Village SQ at King Hill RD High Bridge, NJ 8829	13 Village Sq	06/16/2020	10:30	14:25	75 PSI	45 PSI	1130 GPM (Unnamed)	1130 @ 45 PSI	75	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
137-5 Timbercroft	5 Timbercroft RD at Watergate DR High Bridge, NJ 8829	5 Timbercroft	06/16/2020	13:00		100 PSI	30 PSI	920 GPM (Unnamed)	920 @ 30 PSI	100	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
138-3 Watergate	3 Watergate DR High Bridge, NJ 08829	3 Watergate	06/16/2020	13:15		95 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	95	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
139-River Rd & Watergate	13-95 River RD at Watergate DR High Bridge, NJ 8829	Intersection of Watergate and River Rd	06/16/2020	13:30	14:32	115 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	115	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
141-Hillcrest & Mary Jo Crest	Hillcrest LN at Mary Jo CRST High Bridge, NJ 08829	Corner of Hillcrest and Mary Jo Crest	06/17/2020	13:00	13:56	50 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks: Flow possibly limited due to broken water main at West Main St and Hillcrest Ln		TESTED BY: Strange, Devin							
142-1 Sunset Drive	1 Sunset DR at Hillcrest LN High Bridge, NJ 08829	Sunset and Hillcrest	06/17/2020	12:40	13:58	130 PSI	35 PSI	1000 GPM (Unnamed)	999 @ 35 PSI	35	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
143-19 Hillcrest	19 Hillcrest LN at Mary Jo CRST High Bridge, NJ 08829	Hillcrest and Mary Jo Crest	06/17/2020	12:45	14:02	115 PSI	25 PSI	840 GPM (Unnamed)	840 @ 25 PSI	25	14
Flow Test Results: Pass		Remarks:		TESTED BY: Strange, Devin							
144-Custom Alloy 1	3 Washington AVE High Bridge, NJ 08829	Custom Alloy	07/14/2020	11:00	11:20	155 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
145-Custom Alloy 2	3 Washington AVE High Bridge, NJ 08829	Custom Alloy	07/14/2020	11:00	11:45	155 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	650	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
147-Custom Alloy 4	3 Washington AVE High Bridge, NJ 08829	Custom Alloy	07/14/2020	12:00	12:30	150 PSI	15 PSI	650 GPM (Unnamed)	650 @ 15 PSI	15	14
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							

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HYD. ID	ADDRESS	LOCATION	TEST DATE	START TIME	END TIME	STATIC	RESIDUAL	DOWNSTREAM (HYD. ID)	FLOW @ DES. PRESS	PITOT PRESSURE	DISTRICT
150 - 158 Cregar Road	158 Cregar RD High Bridge, NJ 08829	IFO EnviroClear	07/01/2020	12:00	12:25	105 PSI	42 PSI	1090 GPM (Unnamed)	1090 @ 42 PSI	0	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
151 - 207 -185 Cregar Road	207-185 Cregar RD High Bridge, NJ 08829	Hydrant in dirt pull off across High Bridge Hills Golf Course	07/29/2020	12:34	12:45	115 PSI	17 PSI	690 GPM (Unnamed)	690 @ 17 PSI	17	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
Zone 19											
148- VHS Camp	201 County Road 513 Glen Gardner, NJ 08826	Near Admin Building	07/14/2020	10:00	10:25	25 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
148- VHS Camp	201 County Road 513 Glen Gardner, NJ 08826	Near Admin Building	07/14/2020	10:00	10:25	25 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
149- VHS Camp	201 County Road 513 Glen Gardner, NJ 08826	Near basketball court	07/14/2020	10:30	10:55	25 PSI	5 PSI	380 GPM (Unnamed)	380 @ 5 PSI	5	14
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
Zone 46											
046- 99 Grayrock Rd	99 Grayrock RD at 513 RD High Bridge, NJ 8829	IFO Grayrock Professional Building	06/02/2020	8:30	9:00	195 PSI	40 PSI	1060 GPM (Unnamed)	1060 @ 40 PSI	40	46
Flow Test Results: Pass		Remarks:		TESTED BY: Ritz, Kevin							
047-155 RT 513	155 513 HWY High Bridge, NJ 08829	155 RT 513 by telephone pole	07/08/2020	8:30	10:48	185 PSI	45 PSI	1130 GPM (Unnamed)	1130 @ 45 PSI	45	46
Flow Test Results: Pass		Remarks: Good		TESTED BY: Strange, Devin							
088- 183 East Main	183 E Main st at Douglas TER Annandale, NJ 08801		07/08/2020	8:45	10:49	85 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	46
Flow Test Results: Pass		Remarks: Good		TESTED BY: Strange, Devin							
089- East Main and North Rd	E Main ST at North DR Annandale, NJ 8801		07/08/2020	9:15	10:51	80 PSI	10 PSI	530 GPM (Unnamed)	530 @ 10 PSI	10	46
Flow Test Results: Pass		Remarks: Good		TESTED BY: Strange, Devin							
090- E Main and Roundtop	E Main st at Roundtop DR High Bridge, NJ 08829		07/08/2020	10:15	10:54	100 PSI	5 PSI	580 GPM (Unnamed)	580 @ 5 PSI	5	46
Flow Test Results: Pass		Remarks: Good		TESTED BY: Strange, Devin							
091- 5 Roundtop Dr	5 Round Top DR at E Main ST Annandale, NJ 8801		07/14/2020	9:30	9:55	75 PSI	5 PSI	480 GPM (Unnamed)	480 @ 5 PSI	5	46
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							

HYD. ID column sorts alphanumerically rather than strictly numerically because the Hydrant ID field can also contain letters and certain characters at the discretion of the Department entering the data.



HYD. ID	ADDRESS	LOCATION	TEST DATE	START TIME	END TIME	STATIC	RESIDUAL	DOWNSTREAM (HYD. ID)	FLOW @ DES. PRESS	PITOT PRESSURE	DISTRICT
092- 10 Roundtop Dr	21-27 Round Top DR at E Main ST Annandale, NJ 8801	Across from 19 Round Top Rd	07/14/2020	9:00	9:25	75 PSI	5 PSI	250 GPM (Unnamed)	249 @ 5 PSI	5	46
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
093- 27 Roundtop Dr	27 Roundtop DR Annandale, NJ 88018801		07/14/2020	8:30	8:55	90 PSI	10 PSI	430 GPM (Unnamed)	430 @ 10 PSI	10	46
Flow Test Results: Pass		Remarks:		TESTED BY: Hinson, Timothy R							
117- 1 Weimer Rd	1 Weimer Rd High Bridge, NJ 08829	Corner of Weimer Rd & North Rd	07/08/2020	10:30	10:55	70 PSI	8 PSI	480 GPM (Unnamed)	480 @ 8 PSI	8	46
Flow Test Results: Pass		Remarks: Good		TESTED BY: Strange, Devin							

HYD. ID column sorts alphanumerically rather than strictly numerically because the Hydrant ID field can also contain letters and certain characters at the discretion of the Department entering the data.



High Bridge Fire Department

High Bridge, NJ

This report was generated on 9/2/2020 2:11:46 PM



Hydrants With Outstanding Work Orders for Zone for Date Range

Hydrant Zone: All Zones | Start Date: 01/01/2020 | End Date: 12/31/2020

HYDRANT ID	TYPE	ADDRESS	REQUESTED DATE	REQUESTED BY	PROBLEM
Zone: 14					
021- 69 Church		69 Church st High Bridge, NJ 08829	6/9/2020	Ritz, Kevin	Water shooting out of stem, needs repair.
037- 11 Center Street		11 Center st High Bridge, NJ 08829	6/30/2020	Ritz, Kevin	Caps leaking, stem leaking.
040- 2 Washington Ave		2 Washington High Bridge, NJ 08829	6/2/2020	Ritz, Kevin	Hydrant stuck open, will not close. Hydrant bagged and removed from service. DPW notified.
074- 74 Beavers St		74 Beavers ST at Lake AVE High Bridge, NJ 8829	6/9/2020	Ritz, Kevin	Hydrant very hard to open, stem needs lubrication.
085- 14 Pleasant		14 Pleasant rd at Squire LN High Bridge, NJ 08829	6/16/2020	Ritz, Kevin	Caps are leaking.
099- 71 Old Jericho Rd		71 Old Jericho RD at Arch ST High Bridge, NJ 8829	6/30/2020	Ritz, Kevin	Hard to open.
100- 27 Arch St		27 Arch ST at Washinton AVE High Bridge, NJ 8829	7/7/2020	Ritz, Kevin	Hydrant hard to open.
101- 10 Arch Street		10 Arch ST at Washington AVE High Bridge, NJ 8829	7/7/2020	Ritz, Kevin	Hydrant Doesn't Drain.
110- 10 E Main		10 E Main st High Bridge, NJ 08829	6/10/2020	Strange, Devin	Extremely hard to open with two men, unable to complete testing for fear of snapping stem.
111- 30 E Main		30 E Main ST at Washington AVE High Bridge, NJ 8829	6/10/2020	Strange, Devin	Extremely hard to open with two men, unable to complete testing for fear of snapping stem.
124- 20 Tisco		20 Tisco AVE at Washington AVE High Bridge, NJ 8829	6/30/2020	Ritz, Kevin	Major leak from stem.
126- Nassau Rd		Nassau RD at Washington ave High Bridge, NJ 8829	6/9/2020	Ritz, Kevin	Caps on hydrant are leaking.
126- Nassau Rd		Nassau RD at Washington ave High Bridge, NJ 8829	6/9/2020	Ritz, Kevin	Hydrant bonnet leaking water.

Report returns currently incomplete work orders for hydrants.



HYDRANT ID	TYPE	ADDRESS	REQUESTED DATE	REQUESTED BY	PROBLEM
Zone: 14					
144- Custom Alloy 1		3 Washington AVE High Bridge, NJ 08829	7/14/2020	Ritz, Kevin	Hydrant hard to open.

Total Work Orders:

14

Report returns currently incomplete work orders for hydrants.



High Bridge Fire Department

High Bridge, NJ

This report was generated on 9/2/2020 2:18:05 PM



Hydrants per Available Flow for Agency for Date Range

Start Date: 01/01/2020 | End Date: 12/31/2020

NFPA291 TOP COLOR	HYDRANT NUMBER	FLOW TEST DATE	ADDRESS	FLOW @ PRESS	COLOR
Green (1000-1499 GPM) -- Hydrant count in this section is 23					
	009- 133 Cregar Rd	06/01/2020	133 Cregar RD at Stillwell RD High Bridge, NJ 8829	1090GPM @ 42PSI	Red
	010- 166 Cregar Road	06/01/2020	166 Cregar rd High Bridge, NJ 08829	1030GPM @ 38PSI	
	027-42 Taylor St	06/15/2020	42 Taylor ST at Academy ST High Bridge, NJ 8829	1000GPM @ 35PSI	Red
	041- 50 Center Street	06/30/2020	50 Center ST at Main ST High Bridge, NJ 8829	1130GPM @ 45PSI	Red
	046- 99 Grayrock Rd	06/02/2020	99 Grayrock RD at 513 RD High Bridge, NJ 8829	1060GPM @ 40PSI	Red
	047-155 RT 513	07/08/2020	155 513 HWY High Bridge, NJ 08829	1130GPM @ 45PSI	
	048-126 W Main St	06/23/2020	126 West Main ST High Bridge, NJ 08829	1189GPM @ 50PSI	
	058- Colonial & Washington Ave	06/29/2020	Colonial CT at Washington ave High Bridge, NJ 08829	1190GPM @ 50PSI	
	059- Greenwich & King Hill	06/30/2020	Greenwich DR at King Hill RD High Bridge, NJ 8829	1000GPM @ 30PSI	Red
	067- 59 W Main St	06/23/2020	59 W Main ST at Beavers ST High Bridge, NJ 8829	1190GPM @ 50PSI	Red
	068- 100 W Main	06/09/2020	100 W Main ST at Arch ST High Bridge, NJ 8829	1424GPM @ 72PSI	Red
	070- Ridge & Dennis	06/09/2020	Ridge RD at Dennis AVE High Bridge, NJ 8829	1000GPM @ 30PSI	Red
	081- 7 Hillcrest	06/17/2020	7 Hillcrest LN at Hoffman dr High Bridge, NJ 08829	1000GPM @ 30PSI	
	084- Deer Run & Wilson	06/02/2020	Deer Run rd at Wilson ave High Bridge, NJ 08829	1020GPM @ 37PSI	
	099- 71 Old Jericho Rd	06/30/2020	71 Old Jericho RD at Arch ST High Bridge, NJ 8829	1300GPM @ 60PSI	Red
	101- 10 Arch Street	07/07/2020	10 Arch ST at Washington AVE High Bridge, NJ 8829	1350GPM @ 65PSI	Red
	112- 48 E Main	07/01/2020	112 E Main st High Bridge, NJ 08829	1000GPM @ 35PSI	
	130- Overlook & Northwood	06/16/2020	Northwood AVE at Overlook DR High Bridge, NJ 8829	1144GPM @ 20PSI	Red
	132- Northwood & Mark	06/08/2020	Northwood dr at Mark dr High Bridge, NJ 08829	1130GPM @ 45PSI	
	133-30 Mark Dr	06/08/2020	30 Mark DR at Kill Hill RD High Bridge, NJ 8829	1180GPM @ 50PSI	Red
	134-62 Baron Ct	06/08/2020	62 Baron CT at Mark DR High Bridge, NJ 8829	1060GPM @ 40PSI	Red
	136-13 Village Sq	06/16/2020	13 Village SQ at King Hill RD High Bridge, NJ 8829	1130GPM @ 45PSI	Red
	150 - 158 Cregar Road	07/01/2020	158 Cregar RD High Bridge, NJ 08829	1090GPM @ 42PSI	
Orange (500-999 GPM) -- Hydrant count in this section is 85					
	001-167 Fairview Ave	06/01/2020	167 Fairview AVE High Bridge, NJ 8829	820GPM @ 28PSI	Red
	002-24 Silverthorne Rd	06/01/2020	24-32 Silverthorne RD at Cokesbury RD High Bridge, NJ 8829	920GPM @ 30PSI	Red

Includes all flow tests within the selected date range. Must have both a Start Date/Time and an End Date/Time



NFPA291 TOP COLOR	HYDRANT NUMBER	FLOW TEST DATE	ADDRESS	FLOW @ PRESS	COLOR
Orange (500-999 GPM)	-- Hydrant count in this section is 85				
	006- 33 Cregar Road	06/01/2020	33 Cregar rd High Bridge, NJ 08829	710GPM @ 18PSI	
	007-71 Cregar Road	06/01/2020	71 Cregar rd High Bridge, NJ 08829	710GPM @ 18PSI	
	008- 96 Cregar Rd	06/01/2020	96 Cregar rd High Bridge, NJ 08829	790GPM @ 22PSI	
	011- 14 Stillwell	06/01/2020	14 Stillwell RD at Woodland TER High Bridge, NJ 8829	950GPM @ 32PSI	Red
	012- 8 Woodland Terrace	06/15/2020	8 Woodland TER at Stillwell RD High Bridge, NJ 8829	859GPM @ 26PSI	Red
	013- 22 Woodland Terrace	06/01/2020	22 Woodland TER at Stillwell RD High Bridge, NJ 8829	710GPM @ 18PSI	Red
	014- 67 County Road 513	06/15/2020	67 County Road 513 RD High Bridge, NJ 08829	530GPM @ 10PSI	
	015- 49 County Road 513	06/15/2020	49 County Road 513 RD High Bridge, NJ 8829	750GPM @ 20PSI	Red
	020- 4 Seal Street	06/15/2020	4 Seal ST at Mine RD High Bridge, NJ 8829	920GPM @ 30PSI	Red
	022-56 Church	06/10/2020	56 Church st at Seal st High Bridge, NJ 08829	920GPM @ 30PSI	
	023- Church & Thomas	06/10/2020	Church ST at Thomas ST High Bridge, NJ 8829	919GPM @ 30PSI	Red
	024- 15 Thomas	06/30/2020	15 Thomas ST at Chruch ST High Bridge, NJ 8829	920GPM @ 30PSI	Red
	025-6 Taylor Street	06/15/2020	6 Taylor ST at Mine RD High Bridge, NJ 8829	999GPM @ 35PSI	Red
	026-28 Church St and Taylor St	06/15/2020	28 Church ST at Taylor st High Bridge, NJ 08829	920GPM @ 30PSI	
	029-Thomas St. at Academy St	06/15/2020	Thomas ST at Academey ST High Bridge, NJ 8829	840GPM @ 25PSI	Red
	030-14 Church St.	06/08/2020	14 Church ST at Mill st High Bridge, NJ 08829	920GPM @ 30PSI	
	031-4 Church St.	06/15/2020	4 Church ST at Main ST High Bridge, NJ 08829	919GPM @ 30PSI	Red
	032-78 Main St.	06/15/2020	78 Main ST at Columbia TRL High Bridge, NJ 08829	840GPM @ 25PSI	Red
	033- 66 Main Street	06/15/2020	66 Main st High Bridge, NJ 08829	650GPM @ 15PSI	Red
	034- 54 Main Street	06/15/2020	54 Main st High Bridge, NJ 08829	839GPM @ 25PSI	
	035- 35 Main Street	06/15/2020	35 Main st High Bridge, NJ 08829	840GPM @ 25PSI	
	036- 8 Main Street	06/15/2020	8 Main st High Bridge, NJ 08829	920GPM @ 30PSI	
	039- 34 Mill Street	06/30/2020	34 Mill ST at McDonald ST High Bridge, NJ 8829	920GPM @ 30PSI	Red
	042- Mine & Thomas	06/30/2020	13-23 Mine RD at Thomas ST High Bridge, NJ 8829	919GPM @ 30PSI	Red
	043- 5 Robin Lane	06/29/2020	5 Robin LN High Bridge, NJ 08829	920GPM @ 30PSI	
	044- Cregar Rd & Robin Lane	06/29/2020	Robin LN at Cregar RD High Bridge, NJ 8829	920GPM @ 30PSI	Red
	045- 203 Cregar Rd	06/29/2020	203 Cregar rd High Bridge, NJ 08829	690GPM @ 17PSI	
	049- 4 Sycamore CT	07/07/2020	4 Sycamore CT High Bridge, NJ 08829	530GPM @ 10PSI	
	050-10 Chestnut Ct	07/07/2020	10 Chestnut CT High Bridge, NJ 08829	820GPM @ 30PSI	
	051-1 Berrywood Ln	07/07/2020	1 Berrywood LN High Bridge, NJ 08829	530GPM @ 10PSI	
	054- Indian Springs Lane	07/07/2020	Indian Spring LN High Bridge, NJ 08829	530GPM @ 10PSI	
	055- 19 Wharton Way	06/08/2020	19 Wharton Way WAY at Manning CT High Bridge, NJ 8829	920GPM @ 30PSI	Red

Includes all flow tests within the selected date range. Must have both a Start Date/Time and an End Date/Time



NFPA291 TOP COLOR	HYDRANT NUMBER	FLOW TEST DATE	ADDRESS	FLOW @ PRESS	COLOR
Orange (500-999 GPM) -- Hydrant count in this section is 85					
	056- 4 Manning Court	06/08/2020	4 Manning Court CT at Wharton WAY High Bridge, NJ 8829	650GPM @ 15PSI	Red
	057- 16 Manning Court	06/24/2020	16 Manning CT High Bridge, NJ 08829	670GPM @ 30PSI	
	060- 5 Woodglen Dr	06/23/2020	5 Woodglen DR at W Main ST High Bridge, NJ 8829	950GPM @ 30PSI	Red
	061- 9 W Main St	06/23/2020	9 W Main st High Bridge, NJ 08829	920GPM @ 30PSI	
	062- 18A West Main St	06/23/2020	18A W Main st High Bridge, NJ 08829	960GPM @ 30PSI	
	063- 26 W Main	06/23/2020	26 W Main st at Hillcrest LN High Bridge, NJ 08829	750GPM @ 20PSI	
	064-Bridge & Central	06/23/2020	Central AVE at Bridge ST High Bridge, NJ 8829	840GPM @ 25PSI	Red
	065- 4 Union Ave	06/23/2020	4 Union AVE at Hart ST High Bridge, NJ 8829	530GPM @ 135PSI	Red
	071- 30 Ridge Road	06/17/2020	30 Ridge rd at Sylvan rd High Bridge, NJ 08829	530GPM @ 10PSI	
	072- 25 Sylvan Rd	06/17/2020	25 Sylvan RD at Lake AVE High Bridge, NJ 8829	530GPM @ 10PSI	Red
	073- 52 Beavers St	06/17/2020	52 Beavers ST at Jersey ST High Bridge, NJ 8829	530GPM @ 10PSI	Red
	074- 74 Beavers St	06/09/2020	74 Beavers ST at Lake AVE High Bridge, NJ 8829	940GPM @ 30PSI	Red
	075- 2 Jersey St	06/17/2020	2 Jersey ST at Valley View RD High Bridge, NJ 8829	750GPM @ 20PSI	Red
	076- 44 Valley View	06/17/2020	44 Valley View RD at Hillcrest LN High Bridge, NJ 8829	750GPM @ 20PSI	Red
	077- 16 Hillcrest	06/09/2020	16 Hillcrest LN at Mary Jo CRST High Bridge, NJ 8829	971GPM @ 20PSI	Red
	078- 11 Jane Lane	06/17/2020	11 Jane LN at Hillcrest LN High Bridge, NJ 8829	650GPM @ 15PSI	Red
	079- 1 Jane Lane	06/17/2020	1 Jane LN at Sunset DR High Bridge, NJ 08829	920GPM @ 30PSI	
	080- 12 Sunset	06/17/2020	12 Sunset dr at Mary Jo CRST High Bridge, NJ 08829	919GPM @ 30PSI	
	082- 12 Hoffman	06/17/2020	12 Hoffman dr at Beavers st High Bridge, NJ 08829	920GPM @ 30PSI	
	083- 23 Beavers	06/17/2020	23 Beavers st at Hoffman dr High Bridge, NJ 08829	840GPM @ 25PSI	
	085- 14 Pleasant	06/16/2020	14 Pleasant rd at Squire LN High Bridge, NJ 08829	650GPM @ 15PSI	
	086- 12 High Ct	06/16/2020	12 High CT at Pleasant rd High Bridge, NJ 08829	530GPM @ 10PSI	
	087- 56 Mark Drive	06/16/2020	56 Mark dr at Pleasant rd High Bridge, NJ 08829	629GPM @ 15PSI	
	088- 183 East Main	07/08/2020	183 E Main st at Douglas TER Annandale, NJ 08801	530GPM @ 10PSI	
	089- East Main and North Rd	07/08/2020	E Main ST at North DR Annandale, NJ 8801	530GPM @ 10PSI	Red
	090- E Main and Roundtop	07/08/2020	E Main st at Roundtop DR High Bridge, NJ 08829	580GPM @ 5PSI	Red
	095- 6 Cregar Road	06/29/2020	6 Cregar rd at Cregar ave High Bridge, NJ 08829	650GPM @ 15PSI	
	096- 17 Cregar Road	06/29/2020	17 Cregar rd High Bridge, NJ 08829	650GPM @ 15PSI	
	097- 48 Cregar Road	06/29/2020	48 Cregar rd High Bridge, NJ 08829	650GPM @ 15PSI	
	098- 117 Cregar Rd	06/29/2020	117 Cregar rd High Bridge, NJ 08829	840GPM @ 25PSI	

Includes all flow tests within the selected date range. Must have both a Start Date/Time and an End Date/Time

NFPA291 TOP COLOR	HYDRANT NUMBER	FLOW TEST DATE	ADDRESS	FLOW @ PRESS	COLOR
Orange (500-999 GPM) -- Hydrant count in this section is 85					
	103- 49 Dewey Ave	07/07/2020	42-54 Dewey AVE at Manning CT High Bridge, NJ 8829	530GPM @ 10PSI	Red
	110- 10 E Main	06/10/2020	10 E Main st High Bridge, NJ 08829	950GPM @ 30PSI	
	111- 30 E Main	07/01/2020	30 E Main ST at Washington AVE High Bridge, NJ 8829	920GPM @ 30PSI	Red
	113- 74 E Main	07/01/2020	74 E Main st High Bridge, NJ 08829	840GPM @ 25PSI	
	114- 102 E Main	06/08/2020	102 E Main st High Bridge, NJ 08829	840GPM @ 25PSI	
	115-132 E Main	07/01/2020	132 Main st High Bridge, NJ 08829	530GPM @ 10PSI	
	122- 8 Maryland Ave	06/02/2020	8 Maryland ave High Bridge, NJ 08829	750GPM @ 20PSI	
	123- Washington and Maryland	06/02/2020	7 Washington ave at Maryland ave High Bridge, NJ 08829	840GPM @ 25PSI	
	127- 2 Wilson Ave	06/09/2020	2 Wilson ave High Bridge, NJ 08829	530GPM @ 10PSI	
	128- Watergate	06/16/2020	21 Watergate DR at Wilson AVE High Bridge, NJ 8829	650GPM @ 15PSI	Red
	129- 1 Northwood Ave	06/16/2020	1 Northwood AVE at Watergate DR High Bridge, NJ 08829	530GPM @ 10PSI	
	131- 17 Overlook	06/16/2020	17 Overlook DR at Village SQ High Bridge, NJ 8829	999GPM @ 30PSI	Red
	135-1 Deer Run	06/16/2020	Deer Run DR at King Hill RD High Bridge, NJ 8829	920GPM @ 30PSI	Red
	139-River Rd & Watergate	06/16/2020	13-95 River RD at Watergate DR High Bridge, NJ 8829	840GPM @ 25PSI	Red
	141-Hillcrest & Mary Jo Crest	06/17/2020	Hillcrest LN at Mary Jo CRST High Bridge, NJ 08829	530GPM @ 10PSI	
	142- 1 Sunset Drive	06/17/2020	1 Sunset DR at Hillcrest LN High Bridge, NJ 08829	999GPM @ 35PSI	
	143- 19 Hillcrest	06/17/2020	19 Hillcrest LN at Mary Jo CRST High Bridge, NJ 08829	840GPM @ 25PSI	
	144- Custom Alloy 1	07/14/2020	3 Washington AVE High Bridge, NJ 08829	530GPM @ 10PSI	
	145- Custom Alloy 2	07/14/2020	3 Washington AVE High Bridge, NJ 08829	650GPM @ 15PSI	
	147- Custom Alloy 4	07/14/2020	3 Washington AVE High Bridge, NJ 08829	650GPM @ 15PSI	
	151 - 207-185 Cregar Road	07/29/2020	207-185 Cregar RD High Bridge, NJ 08829	690GPM @ 17PSI	
Red (Below 500 GPM) -- Hydrant count in this section is 31					
	003-Fairview & Silverthorne	06/01/2020	98 Fairview AVE at Silvertorne rd High Bridge, NJ 08829	240GPM @ 2PSI	
	004- 26 Larrison Rd	06/01/2020	26 Larrison rd at Cregar AVE High Bridge, NJ 08829	120GPM @ 1PSI	
	005- Super Fine & Fine	06/01/2020	Super Fine at Fine RD High Bridge, NJ 8829	239GPM @ 2PSI	Red
	018-97 Mine Rd	06/23/2020	97 Mine RD at Cokesbury RD High Bridge, NJ 8829	348GPM @ 20PSI	Red
	019-122 Mine Rd	06/08/2020	122 Mine rd High Bridge, NJ 08829	380GPM @ 5PSI	
	021- 69 Church	06/09/2020	69 Church st High Bridge, NJ 08829	405GPM @ 5PSI	
	028-57 Thomas St.	06/15/2020	57 Thomas ST at Prospect ST High Bridge, NJ 8829	380GPM @ 5PSI	Red
	037- 11 Center Street	06/30/2020	11 Center st High Bridge, NJ 08829	380GPM @ 5PSI	
	052-10 Micheal Ln	07/06/2020	10 Michael LN High Bridge, NJ 08829	380GPM @ 5PSI	
	053-2 Micheal Ln	07/06/2020	2 Michael LN High Bridge, NJ 08829	380GPM @ 5PSI	
	066- 13 Hart	06/23/2020	14-19 Hart ST at W Main ST High Bridge, NJ 8829	380GPM @ 5PSI	Red

Includes all flow tests within the selected date range. Must have both a Start Date/Time and an End Date/Time



NFPA291 TOP COLOR	HYDRANT NUMBER	FLOW TEST DATE	ADDRESS	FLOW @ PRESS	COLOR
Red (Below 500 GPM) -- Hydrant count in this section is 31					
	069- 125 W Main	06/30/2020	125 W Main st at Dennis ave High Bridge, NJ 08829	380GPM @ 5PSI	
	091- 5 Roundtop Dr	07/14/2020	5 Round Top DR at E Main ST Annandale, NJ 8801	480GPM @ 5PSI	Red
	092- 10 Roundtop Dr	07/14/2020	21-27 Round Top DR at E Main ST Annandale, NJ 8801	249GPM @ 5PSI	Red
	093- 27 Roundtop Dr	07/14/2020	27 Roundtop DR Annandale, NJ 88018801	430GPM @ 10PSI	
	094- 602 Cokesbury Rd	06/02/2020	602 Cokesbury RD at Mine RD High Bridge, NJ 08829	375GPM @ 5PSI	Red
	100- 27 Arch St	07/07/2020	27 Arch ST at Washinton AVE High Bridge, NJ 8829	380GPM @ 5PSI	Red
	102- 16 Dewey	07/07/2020	16 Dewey AVE at Washington AVE High Bridge, NJ 8829	380GPM @ 5PSI	Red
	104- 60 Dewey Ave	07/07/2020	60 Dewey AVE at Berrywood LN High Bridge, NJ 8829	380GPM @ 5PSI	Red
	105- 8 Patton St	06/10/2020	8 Patton ST at MCarthur ST High Bridge, NJ 8829	410GPM @ 7PSI	Red
	106- 18 Patton St	06/10/2020	18 Patton ST at MCarthur ST High Bridge, NJ 8829	440GPM @ 7PSI	Red
	107- 31 McArthur	06/10/2020	31 McArthur st High Bridge, NJ 08829	380GPM @ 5PSI	
	108- 7 McArthur	07/07/2020	7 McArthur st at Dewey ave High Bridge, NJ 08829	380GPM @ 5PSI	
	117- 1 Weimer Rd	07/08/2020	1 Weimer Rd High Bridge, NJ 08829	480GPM @ 8PSI	
	118-46 Highland Ave	07/01/2020	46 Highland ave High Bridge, NJ 08829	120GPM @ 2PSI	
	119- 26 Highland	06/08/2020	26 Highland ave High Bridge, NJ 08829	380GPM @ 5PSI	
	120- 8 Highland	07/01/2020	8 Highland ave High Bridge, NJ 08829	240GPM @ 3PSI	
	124- 20 Tisco	06/30/2020	20 Tisco AVE at Washington AVE High Bridge, NJ 8829	380GPM @ 5PSI	Red
	126- Nassau Rd	06/09/2020	Nassau RD at Washington ave High Bridge, NJ 8829	240GPM @ 70PSI	Red
	148- VHS Camp	07/14/2020	201 County Road 513 Glen Gardner, NJ 08826	380GPM @ 5PSI	
	149- VHS Camp	07/14/2020	201 County Road 513 Glen Gardner, NJ 08826	380GPM @ 5PSI	
TOTAL COUNT OF ALL HYDRANTS =				139	

Includes all flow tests within the selected date range. Must have both a Start Date/Time and an End Date/Time

Memo

To: Mayor Lee

From: Bonnie Ann Fleming, Administrator/CFO/CTC *B.A.F.*

CC: Borough Council

Date: 09/18/2020

Re: Monthly Report-August

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

Including:

- Tax Collector's Monthly Receipts
- Capital Project Balances
- YTD Interest
- YTD Revenues
- Monthly Receipts and Disbursements
- YTD Budget Balance

The existing ordinance for water improvement projects was amended to include the West Main Street Water Main project and application was made to the NJIB for funding consideration. The amended ordinance was presented to Council on August 13 for approval. A Supplemental Debt Statement was filed with the State of NJ.

Damages from Tropical Storm Isaias were monitored, and preliminary expenses related to the storm were submitted to the County OEM for possible reimbursement totaling \$6,565.

Insurance renewal applications were submitted to the Somerset County JIF. Golf Course insurance schedules will also be evaluated for possible savings.

The specifications for a new garbage contract beginning in 2021 are being updated.

Signage for the Lake Solitude Complex was ordered. Green Acres was notified of the continued closure until September 30 and notice was posted at the site.

Invoices for PILOT's were prepared and emailed for the 3rd and 4th quarters of 2020 upon setting of the 2020 tax rate.

The option of an easement vs. sale of Borough property was investigated with the Borough Attorney, and Assessor after a request was made from the developer for 77 Main Street.

Letters were prepared and emails sent to those homeowners identified as Group 1 of the vacated alleys affected by Ordinance 2014-19. I visited a property owner affected by the recent ordinance to extinguish vacation of the alleyway in the vicinity of Group 1. Other options are being considered because of the unique situation of this property and reviewed with the Borough Attorney, DPW Director and Borough Engineer. Appointments are being scheduled with other homeowners in similar situations.

Streetscape project on Main Street is underway. Notice was given to Borough Businesses of the road closures and time frame for construction. Individual concerns that were brought to my attention by some of the merchants were addressed.

Quotes were received for replacement of netting at two sites at the Golf Course. A resolution was prepared awarding a contract at the August 13 Council Meeting.

Workers Compensation reports were filed with the insurer following an incident.

The 2020 Audit Report was completed and accepted by Council at the August 13 meeting. No recommendations were provided.

Field usage fees for the 2020 Huskies season were calculated based on the dates provided on the field reservation application.

A Finance Committee Meeting was held to discuss salary and wages for 2020. A resolution was prepared for the August 13 Council Meeting approving the increases.

An insurance claim was submitted for storm related damages at the New Street Pump Station. The Sewer Operator provided a list of upgrades that need to be made as well.

A request to paint fire hydrants was reviewed with the Fire Chief, Water Operator, and DPW Director. A resolution was prepared for Council approval at the August 13 meeting.

A resolution was prepared for the August 13 Council Meeting to authorize an electronic tax sale this year because of the ongoing pandemic.

Quotes were solicited for tree removal at the DPW garage and various areas around the Borough recently affected by TS Isaias.

A Social Media Policy was reviewed with the Newsletter & Website Committee.

Various amendments to the Borough Personnel Policy were investigated.

New locks were installed on the rest rooms at Union Forge Park. The electric bill for the building was changed to the Borough from the Huskies.

Initial utility billings were reviewed with the owner of 81 West Main Street.

A Certificate of Insurance was provided to the Union Forge Heritage Association for use of the easement that traverses the Custom Alloy property for the Taylor Steel Workers Historic

Greenway trail. Future assignment of the easement from the UFHA to the Borough is being considered.

2020 PERS and PFRS ballots were distributed to eligible employees.

Acceptance of credit card payments at the Municipal Court was cancelled. This was done to avoid accrual of service fees from the credit card processor for the convenience of having this service. No credit card payments are currently being processed since the Court has been conducting business virtually.

Applications for the DPW position were received and interviews were scheduled.

A letter of intent to participate in the 2021 Hunterdon County Multi-Jurisdictional Hazard Mitigation Plan Update was sent to the County. The Kick-off meeting is scheduled for September 15.

A letter from the DEP regarding more soil sampling requirements at the Komline site was received and reviewed with the Environmental Engineer.

Kathy Hale from the Raritan Basin was contacted to review soil erosion issues along West Main Street.

I had a conversation with Glen Ceponis from the NJ Historic Trust regarding our recent application for grant funding for Solitude House. The applications are currently under review, after some delays due to COVID19.

Refunding of the 2010 bonds was discussed with Bond Counsel. Based on current market conditions, our net savings is estimated at \$1.2M. A refunding bond ordinance will be prepared for the September 10 Council Meeting.

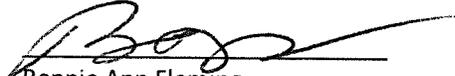
COLLECTOR'S REPORT OF RECEIPTS

To the Borough of High Bridge Council:

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

August 31, 2020

	QTR	CURRENT	YTD
CURRENT 2020	96.88%	\$ 2,382,983.70	\$ 10,044,469.12
TAXES YEAR 2019		6,850.21	91,520.19
TAXES YEAR 2021		-	-
MISC REV		-	20.00
TAX SALE COST		-	-
LIENS		-	24,716.65
PILOT		12,011.19	36,399.79
INTEREST/PENALTY		3,413.02	16,841.41
PREMIUM		-	-
DUE UTILITY COLLECTOR		-	619.92
REDEMPTIONS - MUNI LIENS		-	-
TOTAL		\$ 2,405,258.12	\$ 10,214,587.08


 Bonnie Ann Fleming
 Tax Collector

09/21/2020
 Date



Adam Young <ayoung@highbridge.org>

Meeting Minutes

BRENDEN COUGHLIN <b.g.coughlin@att.net>

Thu, Sep 24, 2020 at 2:18 PM

To: "Clerk@highbridge.org" <Clerk@highbridge.org>, Michele Lee <mlee@highbridge.org>

Please put this correspondence in the minutes of your next meeting.

Mayor Lee and Council,

September 24, 2020

The meeting of July 16, 2020 used Zoom for a meeting format, and was an embarrassment on so many levels. It appears the software and the program were never used or examined prior to the meeting, and should have been. As each of you sat participating in the meeting surely the "chats" had to be visible, yet none of you felt this was a major distraction or really shouldn't be part of a professional environment. So, who should have been responsible for stopping this?

Once again, it appears this program was not vetted and you had the largest participation at a meeting in decades. The functionality of responding to phone calls that were logged in from constituents was completely ignored at the beginning of the meeting when residents could express their opinions. Each of you failed to respect "all" of the public opinions that were sorely needed to paint the entire mosaic when you didn't recognize these residents. The 101 citizens that were Zoom recognized just didn't fully paint the whole picture, as you went about trying to determine a path. We pay good money for an administrator, clerk, clerical support, and each of you to vet such programs prior to running them in public. What committee reviewed this program prior to implementation, and what discussion might have occurred? The comments, chats, and lack of recognizing "all" of your public was a meeting out of control.

I filed a complaint with the prosecutor, as the open public meetings act includes the right of the public to participate in meetings. Dropping the phone calls of participants was not productive. I don't know how the investigation proceeded, and knowing how these investigations can be undetected by many, I felt it necessary to advise you of my action in this matter. Their finding to me on August 11, 2020 was, "The investigation and review of all information failed to develop sufficient information regarding a violation of the Open Public Meetings Act."

This could include any number of variables from not knowing who or how many others were not recognized for calling in, a break to local government for a "new" software program, or maybe this act was just not done intentionally. It could even come from a review of the meeting minutes, if that were the only way this matter was investigated. That is where I have an issue, and am writing to you.

Mayor and Council this event occurred, but there is no mention of dropped phone calls from maybe one hundred other participants, as I read your approved meeting minutes! A review of the zoom program as I spoke so "passionately" to your ordinance for parks and recreation ordinance left out this major fact that I was denied access for calling in! I am aware of the creative license RMC's can use to construct their minutes, your review and approval of such minutes, and found the minutes completely lacking in transparency.

There were ten pages of "chats" for the July 16, 2020 meeting, and no mention of the voices of those who were denied a voice by calling in to participate!

The following meeting 9/10/2020 the public is chastised for their behavior, and curiously enough there is no mention in those meeting minutes as to what happened to the chats that have now disappeared from the meeting format? Was it legal advice? The minutes don't reflect such knowledge in the meeting of 7/16/2020 that legal advice was sought. There is no mention in the meeting minutes of 9/10/20, and the reader must wonder what happened to these all important "chats." Who met, who talked, and who decided to eliminate these "chats?" Minutes should clearly reflect what is happening in our local government, and yet this is also being sanitized out of history.

Please accept this letter into your minutes to insure we have some continuity of history.

Dr. Brenden Coughlin

2014 - 2020 CAPITAL PROJECT BALANCES

ORD	PROJECT	TOTAL APPROPRIATED	CASH ON HAND-CIF	TOTAL COST	BORROWED	CANCELLED	GRANTS	BALANCE
		\$	\$	\$	\$	\$	\$	\$
#34-2020	Hydrants	20,000.00	20,000.00	-	-	-	-	20,000.00
#28-2020	River Road Water Main Improvements	280,000.00	-	-	280,000.00	-	240,000.00	280,000.00
#27-2020	River Road Improvements	320,000.00	80,000.00	45,000.00	-	-	240,000.00	275,000.00
#26-2020	Washington Ave. Road Imp	405,000.00	230,000.00	55,000.00	-	-	175,000.00	350,000.00
#23-2020	Golf Improvements	60,000.00	60,000.00	-	-	-	-	60,000.00
#22-2020	Road Improvements	65,000.00	65,000.00	-	-	-	-	65,000.00
#21-2020	Sewer Pump	50,000.00	50,000.00	-	-	-	-	50,000.00
#20-2020	Firehouse Garage Door	17,000.00	17,000.00	16,500.00	-	-	-	500.00
#19-2020	F350 Pickup Truck	35,000.00	35,000.00	33,722.00	-	-	-	1,278.00
#18-2020	Tractor/Boom Mower	70,000.00	70,000.00	-	-	-	-	70,000.00
#17-2020	Police Vehicle & Equipment	50,000.00	50,000.00	-	-	-	-	50,000.00
#16-2020	Prelim Eng-Road Imp	25,000.00	25,000.00	-	-	-	-	25,000.00
#15-2020	Water-McDonald St.	37,500.00	37,500.00	-	-	-	-	37,500.00
#14-2020	Engineering - McDonald St.	35,000.00	35,000.00	25,003.21	-	-	-	9,996.79
#13-2020	Water Meters & Equipment	75,000.00	75,000.00	15,600.00	-	-	-	59,400.00
#8-2020	Sewer Alarm	10,000.00	10,000.00	-	-	-	-	10,000.00
#7-2020	Sewer Camera	10,000.00	10,000.00	8,920.95	-	-	-	1,079.05
#42-2019	Golf Improvements	62,800.00	62,800.00	58,746.20	-	-	-	4,053.80
#38-2019	McDonald Street Improvements	365,000.00	20,000.00	362,653.00	-	-	345,000.00	2,347.00
#30-2019	Pole Lighting	35,000.00	50,000.00	33,450.00	-	-	-	1,550.00
#26-2019	Water Meters & Equipment	50,000.00	50,000.00	46,130.00	-	-	-	3,870.00
#17-2019	Water System Improvements	1,000,000.00	-	32,873.63	1,000,000.00	-	-	967,126.37
#14-2019	LiveScan Equipment	26,000.00	26,000.00	23,953.00	-	-	-	2,047.00
#11-2019	McDonald St-Water Main	121,000.00	121,000.00	120,540.00	-	-	-	460.00
#10-2019	Sewer Pump	20,000.00	20,000.00	19,324.00	-	-	-	676.00
#9-2019	Washington Ave-Phase II	360,000.00	112,500.00	356,176.88	-	-	247,500.00	3,823.12
#35-2018	Surveillance Equipment	65,000.00	65,000.00	62,328.81	-	-	-	2,671.19
#29#33-2018	Mine Rd-Bypass	135,000.00	135,000.00	107,384.00	-	-	-	27,616.00
#13-2018	Asset Management Plan	100,000.00	-	80,000.00	100,000.00	-	-	20,000.00
#06-2018	Washington Ave -Phase I	421,000.00	-	398,660.92	175,000.00	-	180,000.00	22,339.08
#16-2013#4-2014	Streetscape Phase 2	647,864.00	250,000.00	542,407.45	-	-	397,864.00	105,456.55

HIGH BRIDGE INTEREST EARNED 2020

A/C #	CURRENT	GREEN ACRES	DOG	WATER		SEWER		WASTE		SW		HISTORIC		REHAB		REC		DEV		SPECIAL EVENTS	TOTAL	
				WATER	CAP	SEWER	CAP	WASTE	516+utility	524	591	PRESVTN	ESC	TRUST	ESC	ESC	ESC					
	417	441	433	567+utility	575	492+util	508	516+utility	524	591	954	484	611	425	583							
JANUARY	4,493.33	11.58	8.18	258.15	82.52	649.88	99.13	101.24	5.72	104.75	3.95	50.62	4.36	0.25	7.00						5,880.66	
FEBRUARY	4,534.25	7.25	7.25	235.09	60.24	810.63	92.74	71.14	5.35	98.09	3.70	47.40	4.08	0.23	6.66						5,984.10	
MARCH	2,782.70	5.99	3.95	152.95	32.62	392.37	51.23	73.00	2.96	54.32	2.04	26.21	2.26	0.13	6.01						3,588.74	
APRIL	1,019.07	1.57	1.02	40.46	6.16	79.28	13.12	13.50	0.77	14.22	0.53	6.85	0.59	0.03	2.09						1,199.26	
MAY	1,061.46	1.62	1.06	38.19	6.87	83.98	12.69	8.58	0.80	14.70	0.55	7.08	0.61	0.03	2.13						1,240.35	
JUNE	763.35	1.57	1.01	41.49	6.37	79.60	12.28	11.17	0.77	14.25	0.53	6.85	0.59	0.03	2.06						941.92	
JULY	631.26	1.62	0.95	49.41	4.41	88.70	12.69	15.47	0.80	14.74	0.55	7.08	0.61	0.03	2.02						830.34	
AUGUST	670.74	1.62	0.97	28.96	23.10	74.32	29.84	10.54	0.80	14.75	0.55	7.08	0.61	0.03	1.93						865.84	
SEPTEMBER	-																				-	
OCTOBER	-																					-
NOVEMBER	-																					-
DECEMBER	-																					-
TOTAL	15,956.16	32.82	24.39	844.70	222.29	2,258.76	323.72	304.64	17.97	329.82	12.40	159.17	13.71	0.76	29.90						20,531.21	

YEAR TO DATE REVENUE AS OF: AUGUST 2020

	Estimated	Received	Bal Due	Receivable
Amount to be Raised by Taxation	\$ 13,983,900.34	\$ (10,044,469.12)	\$ 3,939,431.22	28.17%
Delinquent Taxes	163,900.00	(91,520.19)	72,379.81	44.16%
PILOT	-	(36,399.79)	(36,399.79)	#DIV/0!
Local Revenues:				
Alcoholic Bev	5,400.00	-	5,400.00	100.00%
Other (Amuse/Food/Handlers/Raffle/Vendor)	580.00	(180.00)	400.00	68.97%
Municipal Court	20,000.00	(13,359.53)	6,640.47	33.20%
Interest and Costs on Taxes	35,000.00	(16,841.41)	18,158.59	51.88%
Interest	40,000.00	(15,956.16)	24,043.84	60.11%
Utility Surplus	-	-	-	#DIV/0!
Golf Revenues	1,000,000.00	(584,081.76)	415,918.24	41.59%
Misc Rev - Unanticipated	-	(41,445.52)	(41,445.52)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	17,579.00	(7,910.55)	9,668.45	55.00%
Energy Receipts Tax	274,330.00	(127,497.05)	146,832.95	53.52%
Garden State Trust	19,947.00	-	19,947.00	100.00%
Fees & Permits:				
Uniform Construction Fees	70,000.00	(32,142.00)	37,858.00	54.08%
Public/Private Revenue Anticipated:				
Misc Revenues: Other				
Recreation Fees	-	(1,120.00)	(1,120.00)	#DIV/0!
Cable TV	11,177.00	-	11,177.00	100.00%
Hunt Cty Open Space	10,920.00	-	10,920.00	100.00%
Green Acres Grant	30,483.00	-	30,483.00	100.00%
Body Armor Fund	1,087.54	(1,087.54)	-	0.00%
CH 159 - Body Armor Fund	-	(690.70)	(690.70)	
Clean Community Grant	8,773.77	(8,773.77)	-	#DIV/0!
Hunterdon Cty-Econ Dev Grant - Website	4,500.00	(4,214.20)	285.80	0.00%
Distracted Driving Grant	-	-	-	#DIV/0!
DWI Grant - somerset County	1,320.00	(1,320.00)	-	0.00%
Sustainable Jersey Grant	-	-	-	#DIV/0!
Recycling Tonnage	3,046.05	-	3,046.05	100.00%
Highlands - WWMP	-	-	-	#DIV/0!
Highlands - Master Plan	-	-	-	#DIV/0!
Surplus:	\$ 900,000.00	\$ (900,000.00)	\$ -	0.00%
Total Revenue Anticipated&MRNA	\$ 2,618,043.36	\$ (1,884,540.17)	\$ 733,503.19	28.02%
Amnt to be Raised - Municipal	\$ 3,484,068.46	\$ -	\$ 3,484,068.46	100.00%
Local/Reg/Cty/Lib/Open Taxes	\$ 10,500,000.00	\$ (10,044,469.12)	\$ 455,530.88	4.34%
Total Tax Levy	\$ 13,984,068.46	\$ -	\$ -	

YEAR TO DATE REVENUE AS OF: AUGUST 2020

DETAIL:

<u>Misc Revenue : other</u>		
Parking Permits	\$	625.00
Certified Tax List		40.00
Newsletter Ads		515.00
CCO Permits		6,160.00
Zoning		1,525.00
Copies		-
Driveway /Opening Permits		-
Tree Removal Permits		60.00
Planning Bd Applications		1,200.00
Road Opening Permits		315.00
Vender Permit - Franchise		-
Towing Application		200.00
Landlord Registration		8,350.00
Vacant Property Registration		17,000.00
Construction Record Clearance		2,600.00
Exemption Fee		-
Misc F&P-Hunting Lease/Permit		25.00
Misc-Police/Clerk/CFO/Tax Coll		2,700.52
FEMA		-
Misc-Workmans Comp Claim		-
Insurance - Claim		-
Misc-Board of Ed		-
Recycling Day		-
RMC Courses		-
Tax/Lien Refunds		-
Vital Statistics		130.00
Total	\$	41,445.52

RECEIPTS AND DISBURSEMENTS AUGUST 2020

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,747.87	1.62	0.00	12,749.49
Premium	40,400.00	5.13	5.13	40,400.00
Dog	7,634.52	25.97	39.60	7,620.89
Capital	183,520.85	373,063.55	27,529.55	529,054.85
Water Utility	348,829.50	27,407.63	241,291.54	134,945.59
Water Capital	27,064.00	205,023.10	33,993.85	198,093.25
Sewer Utility	703,088.71	38,994.52	273,839.23	468,244.00
Sewer Capital	99,906.04	155,029.84	29.84	254,906.04
Solid Waste Utility	24,675.94	13,287.90	11,817.50	26,146.34
Solid Waste Cap	6,280.78	0.80	0.80	6,280.78
Sui	116,088.06	63.08	0.00	116,151.14
Historic Preservation	4,346.45	0.55	0.00	4,347.00
Rehab Escrow	55,726.61	7.08	0.00	55,733.69
Recreation Trust	4,802.45	0.61	0.00	4,803.06
Special Events	15,190.18	1.93	0.00	15,192.11
Dev Escrow	500,229.67	2,167.39	1,751.25	500,645.81
Current	1,024,553.67	3,309,336.77	1,648,977.80	2,684,912.64
TOTAL FUNDS	\$ 3,175,085.30	\$ 4,124,417.47	\$ 2,239,276.09	\$ 5,060,226.68

GOLF

	P&L Receipts	P&L Exp	Difference
Jan	\$ 50,470.00	\$ 56,805.00	\$ (6,335.00)
Feb	31,002.00	50,200.00	(19,198.00)
Mar	28,932.00	65,421.00	(36,489.00)
Apr	1,400.00	61,870.00	(60,470.00)
May	132,624.00	92,436.00	40,188.00
Jun	185,714.00	103,321.00	82,393.00
Jul	159,825.00	107,510.00	52,315.00
Aug	165,898.00	106,838.00	59,060.00
Sep			-
Oct			-
Nov			-
Dec			-
TOTAL	\$ 755,865.00	\$ 644,401.00	\$ 111,464.00

Expenditure Budget

CURRENT FUND

Activity to 08/31/2020

*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	29,800.00	27,141.36	-	2,658.64
10510020	GENERAL ADMIN: OTHER EXPENSES	3,500.00	1,145.86	450.02	1,904.12
10510120	INTERNET	7,050.00	4,969.15	1,982.95	97.90
10511010	MAYOR AND COUNCIL: SALARIES & WAGES	6,000.00	3,000.00	-	3,000.00
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	1,300.00	1,151.99	39.01	109.00
10511032	ADVERTISING	10,000.00	5,043.60	2,766.40	2,190.00
10511520	NEWSLETTER	13,800.00	9,975.63	3,220.01	604.36
10512010	MUNICIPAL CLERK: SALARIES & WAGES	33,514.54	19,682.82	-	13,831.72
10512020	MUNICIPAL CLERK: OTHER EXPENSES	4,870.00	1,928.46	398.26	2,543.28
10512520	ELECTION EXPENSE	2,850.00	1,463.95	-	1,386.05
10512720	CODIFICATION OF ORDINANCES	6,500.00	1,195.00	2,865.40	2,439.60
10513010	FINANCIAL ADMIN: SALARIES & WAGES	51,634.48	28,842.06	-	22,792.42
10513020	FINANCIAL ADMIN:OTHER EXPENSES	6,470.00	3,104.78	531.54	2,833.68
10513520	AUDIT SERVICES: OTHER EXPENSES	27,365.00	21,175.00	2,250.00	3,940.00
10514510	TAX COLLECTOR: SALARIES & WAGES	53,376.44	34,712.23	-	18,664.21
10514520	TAX COLLECTOR: OTHER EXPENSES	6,265.00	2,629.00	365.75	3,270.25
10515010	TAX ASSESSMENT: SALARIES & WAGES	45,878.50	23,784.03	-	22,094.47
10515020	TAX ASSESSMENT: OTHER EXPENSES	4,100.00	750.00	85.65	3,264.35
10515520	LEGAL: OTHER EXPENSES	80,000.00	36,561.14	41,438.86	2,000.00
10516520	ENGINEERING SERVICES: OTHER EXPENSES	60,000.00	25,062.11	34,762.75	175.14
10517020	BUILDINGS & GROUNDS	75,345.00	39,457.10	34,052.62	1,835.28
10517120	BUILDINGS & GROUNDS-OFFICE	49,480.00	30,618.45	13,108.05	5,753.50
10518010	PLANNING BOARD: SALARIES & WAGES	6,864.00	3,657.65	-	3,206.35
10518020	PLANNING BOARD: OTHER EXPENSES	15,000.00	4,427.70	8,704.45	1,867.85
10518520	ZONING OFFICER: OTHER EXPENSES	8,000.00	4,000.00	4,000.00	-
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	50,328.34	27,370.65	-	22,957.69
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	5,500.00	4,625.00	375.00	500.00
10520510	CCO-BLDG INSPECTION:SALARIES & WAGES	5,412.12	3,541.70	-	1,870.42
10521020	LIABILITY INSURANCE	75,300.00	50,723.20	-	24,576.80
10521520	WORKER'S COMPENSATION INSURANCE	54,000.00	53,275.20	-	724.80
10522020	EMPLOYEE GROUP INSURANCE	157,800.00	100,787.44	45,637.79	11,374.77
10524010	POLICE DEPARTMENT: SALARIES & WAGES	890,083.90	565,895.66	-	324,188.24
10524020	POLICE DEPARTMENT: OTHER EXPENSES	76,500.00	46,219.02	19,721.87	10,559.11
10524520	LEASE/PURCHASE POLICE VEHICLES	14,000.00	-	-	14,000.00
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	3,500.00	2,546.68	543.32	410.00
10525510	FIRE-SALARIES & WAGES	8,000.00	-	-	8,000.00
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	70,603.00	70,603.00	-	-
10526020	RESCUE/FIRST AID	29,000.00	-	29,000.00	-
10526520	LOSAP CONTRIBUTION	27,300.00	27,300.00	-	-
10527020	ECONOMIC DEVELOPMENT	2,500.00	-	-	2,500.00
10529010	DEPT.OF PUBLIC WORKS: SALARIES & WAGES	153,133.21	90,100.48	-	63,032.73
10529020	DEPT.OF PUBLIC WORKS: OTHER EXPENSES	220,000.00	34,313.40	56,701.46	128,985.14
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	9,000.00	420.00	135.00	8,445.00
10529060	FIELD MAINTENANCE - OTHER EXPENSES	19,500.00	4,220.75	4,400.01	10,879.24
10533020	BOARD OF HEALTH: OTHER EXPENSES	1,500.00	1,327.89	-	172.11
10533520	ENVIRONMENTAL COMMISSION:OTHER EXPENSES	3,000.00	168.24	193.06	2,638.70
10537020	SPECIAL EVENTS: OTHER EXPENSES	4,500.00	1,073.77	921.33	2,504.90
10537120	CULTURAL & HERITAGE	2,000.00	98.00	-	1,902.00
10537620	GOLF-OTHER EXPENSES	987,000.00	547,788.35	415,207.45	24,004.20
10539010	LIBRARY: SALARIES & WAGES	23,080.32	14,161.67	-	8,918.65
10539020	LIBRARY - OTHER EXPENSES	200.00	-	50.00	150.00
10543020	ELECTRICITY	26,000.00	12,048.70	9,359.42	4,591.88
10543520	STREET LIGHTING	37,500.00	19,996.07	15,992.44	1,511.49
10544020	TELEPHONE	16,800.00	12,173.35	4,575.44	51.21
10544620	GASOLINE	48,520.00	11,663.65	14,336.35	22,520.00
10544720	HEATING FUEL	35,000.00	12,959.69	19,580.16	2,460.15
10547120	CONTRIBUTION TO PERS	27,000.00	26,547.30	-	452.70

Expenditure Budget

CURRENT FUND

Activity to 08/31/2020

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

Account Number	Description	Budget	Activity	Encumbered	Balance
10547220	SOCIAL SECURITY SYSTEM(OASI)	104,614.23	61,784.81	-	42,829.42
10547520	CONTRIBUTION TO PFRS	211,578.00	211,578.00	-	-
10629021	ENVIRONMENTAL TESTING	7,500.00	-	7,500.00	-
10649020	MUNICIPAL COURT: OTHER EXPENSES	42,500.00	20,102.00	21,102.00	1,296.00
10651020	STORMWATER MANAGEMENT	3,000.00	1,087.50	-	1,912.50
10670520	CLEAN COMMUNITIES GRANT	8,773.77	-	-	8,773.77
10671520	BODY ARMOR FUND	1,087.54	1,087.54	-	-
10672620	RECYCLING TONNAGE GRANT	3,046.05	-	-	3,046.05
10676020	DWI GRANT-SOMERSET COUNTY	1,320.00	1,320.00	-	-
10676920	HUNT CTY-ECON DEV GRANT-WEBSITE	4,500.00	4,500.00	-	-
10687120	SPECIAL EMERGENCY-5 YEARS	5,000.00	-	-	5,000.00
10689920	RESERVE FOR UNCOLLECTED TAXES	327,391.38	-	-	327,391.38
10690020	CAPITAL IMPROVEMENT FUND	338,000.00	238,000.00	-	100,000.00
10692020	BOND PRINCIPAL	430,000.00	25,000.00	-	405,000.00
10692520	NOTE PRINCIPAL	136,925.00	136,925.00	-	-
10693020	BOND INTEREST	268,000.00	242,277.50	-	25,722.50
10693520	NOTE INTEREST	25,000.00	23,572.09	-	1,427.91
10694020	GREEN ACRES-SPRINGSIDE-#1014-01-008	11,660.00	5,829.67	-	5,830.33
10694120	GREEN ACRES-LK SOLITUDE-#1014-95-128	86,292.00	43,145.63	-	43,146.37
10694220	NJEIT-LK SOLITUDE	60,200.00	57,031.49	-	3,168.51
10694320	DAM RESTORATION LOAN	237,200.00	237,129.60	-	70.40
10694520	CAPITAL LEASE	96,000.00	62,443.84	-	33,556.16
TOTALS		6,102,111.82	3,450,242.60	816,353.82	1,835,515.40

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
CURRENT FUND				
950 - AMERICAN WEAR, INC	PO 26550 DPW - OE - UNIFORMS - 66% OF MONTHLY TOT		229.87	
10529029	Dept. of Public Works-OE-Uniforms	229.87		229.87
2610 - ANTARES GOLF, LLC	PO 27020 GOLF - OE - MANAGEMENT FEE		4,700.00	
10537620	GOLF-OTHER EXPENSES	4,700.00		4,700.00
987 - COMCAST	PO 26540 DPW - INTERNET A/C 09574 832139-01-5 NEW		202.58	
10510120	INTERNET	109.90		
10544122	Telephone - Garage	92.68		
	PO 27058 BUILDINGS & GROUNDS - COMMONS		139.61	
10517094	Buildings & Grounds - Commons	139.61		342.19
1349 - DEER CARCASS REMOVAL SERVICE LLC	PO 26593 BUILDINGS & GROUNDS - DEER CARCASS REMO		57.00	
10517050	Buildings & Grounds - Deer Carcass Remv	57.00		57.00
2602 - EXECUTIVE CLEANING SERVICES, LLC	PO 26957 BUILDINGS & GROUNDS - JANITORIAL - PD CL		495.00	
10517059	Buildings & Grounds - Janitorial	495.00		
	PO 27019 BUILDINGS & GROUNDS - JANITORIAL - BH CL		465.00	
10517059	Buildings & Grounds - Janitorial	465.00		
	PO 27071 BUILDINGS & GROUNDS - JANITORIAL - LIBRA		200.00	
10517059	Buildings & Grounds - Janitorial	200.00		1,160.00
1097 - FRENCH & PARRELLO ASSOCIATES, P.A.	PO 26828 ENGINEERING - OE - LAKE SOLITUDE DAM		3,009.13	
10516586	Engineering Services-Lake Solitude	3,009.13		3,009.13
1097 - FRENCH & PARRELLO ASSOCIATES, P.A.	PO 27092 ENGINEERING - OE - LAKE SOLITUDE DAM		742.50	
10516586	Engineering Services-Lake Solitude	742.50		742.50
86 - GALLS LLC	PO 27081 POLICE - OE - EQUIPMENT REPAIR		45.44	
10524031	Police Department-OE-Equipment Repair	45.44		45.44
2593 - GARDEN STATE ENGINE & EQUIP	PO 27169 DPW - OE - VEHICLE REPAIR - ACCT #001262		520.00	
10529028	Dept. of Public Works-OE-Vehicle Repair	520.00		520.00
2422 - GREATAMERICA FINANCIAL SVCS.	PO 26683 BUILDINGS & GROUNDS - OFFICE EQUIPMENT -		142.00	
10517125	BUILDINGS & GROUNDS-OFFICE EQUIPMENT	142.00		142.00
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 26724 GOLF - OE - AUG		128,665.12	
10537620	GOLF-OTHER EXPENSES	128,665.12		128,665.12
90 - JCP&L	PO 26630 STREET LIGHTING - AUG 2020 - ACCT#200000		5,098.64	
10543520	STREET LIGHTING	2,740.92		
10543024	Electricity - DPW	137.58		
10543025	Electricity - Boro Hall	238.07		
10543034	Electricity - Washington Ave.	3.10		
10543022	Electricity - Fire	734.70		
10543031	Electricity - Rt 513	3.40		
10543021	Electricity - Rescue Squad	422.58		
10543032	Electricity - Boro Commons	28.68		
10543027	Electricity - Solitude Museum/Garage	14.08		
10543033	Electricity - Bridge Street	5.83		
10543023	Electricity - Police	769.70		5,098.64

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
2625 - LAYR 10524099	Police Department-OE-Misc.	PO 27174 POLICE - OE - MISCELLANEOUS	1,008.00	1,008.00
1398 - MASER CONSULTING PA 10516560	Engineering Services-Municipal Issues	PO 26783 ENGINEERING - OE	2,596.25	2,596.25
2624 - MCKIM, KEVIN 101310	TAX OVERPAYMENTS	PO 27161 TAXES - REFUND BY RESOLUTION	2,108.28	2,108.28
214 - NJ ADVANCE MEDIA 10511032	ADVERTISING	PO 26542 ADVERTISING - ACCT #1160892 / 1164892	310.73	310.73
157 - NJ STATE LEAGUE OF MUNICIPALITIES 10529038	Dept. of Public Works--OE- Employee Exp	PO 26816 DPW - OE - ADVERTISEMENT FOR DPW - FT -	115.00	115.00
2493 - P3 GENERATOR SERVICES 10517092 10517091	Buildings & Grounds - DPW Buildings & Grounds - Police Bldg	PO 26809 B&G -GENERATOR MAINT - FIRE HOUSE & POLI	200.00 200.00	400.00 400.00
2607 - PORT-A-BOWL RESTROOM CO. 10537099	Special Events-Misc.	PO 27010 SPECIAL EVENTS - PORTABLE TOILETS -JULY	604.43	604.43
171 - POWERCO, INC. 10529036	Dept. of Public Works-OE-Vehicle Maintee	PO 26873 DPW - OE - VEHICLE MAINT	968.00	968.00
2595 - PRIMEPOINT LLC 10517133	BUILDINGS & GROUNDS-DATA PROCES/SOFTWARE	PO 26833 BUILDINGS & GROUNDS - OFFICE - DATA	731.35	731.35
2583 - PRINCIPAL LIFE INSURANCE CO 10522072	Employee Group Insurance:Dental	PO 26699 GROUP INSURANCE - DENTAL - POLICY #11121	1,669.85	1,669.85
2335 - RICK ALLEN'S AUTO REPAIR, INC. 10529028	Dept. of Public Works-OE-Vehicle Repair	PO 27168 DPW - OE - VEHICLE REPAIR	43.07	43.07
2218 - RIVER NET COMPUTERS, LLC 10524031	Police Department-OE-Equipment Repair	PO 27144 POLICE - OE - EQUIPMENT REPAIR	99.00	99.00
559 - SHAMMY SHINE CAR WASHES INC. 10524026	Police Department-OE-Maintenance Contras	PO 27145 POLICE - OE - MAINTENANCE CONTRACTS	60.00	60.00
2438 - STANDARD INSURANCE CO 10522073	Employee Group Insurance:Life Ins	PO 26703 GROUP INSURANCE - LIFE - POLICY #00-1641	409.44	409.44
686 - STATE OF NEW JERSEY 10517092	Buildings & Grounds - DPW	PO 27137 BUILDINGS & GROUNDS - AIR QUALITY PERMIT	1,370.00	1,370.00
169 - STATE OF NJ-DIV PENSIONS&BENE 10522071 101408	Employee Group Insurance:Health RESERVE - HEALTH BENEFITS	PO 26510 INSURANCE - GROUP HEALTH - SEPT 2020 ID	9,069.94 5,818.54	14,888.48 14,888.48

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
1978 - STAVOLA	PO 26524 DPW - OE - BLACKTOP		200.79	
10529039	Dept. of Public Works-OE-Blacktop	200.79		200.79
2209 - SUPERIOR TOWING & TRANSPORT, LLC	PO 27141 DPW - OE - VEHICLE		145.00	
10529028	Dept. of Public Works-OE-Vehicle Repair	145.00		145.00
416 - THE DOCTOR IS IN	PO 26974 DPW - OE - MISCELLANEOUS		123.00	
10529038	Dept. of Public Works--OE- Employee Exp	123.00		123.00
2397 - UNUM	PO 26707 GROUP INSURANCE - LTD - POLICY #0658658		167.83	
10522073	Employee Group Insurance:Life Ins	167.83		167.83
199 - VAN DOREN OIL COMPANY	PO 26563 HEATING FUEL - SOLITUDE HOUSE - ACCT # 0		729.50	
10544726	Heating - Solitude House	729.50		729.50
2141 - VSP VISION CARE	PO 26711 GROUP INSURANCE - VISION - ACCOUNT #30 0		220.78	
10522074	Employee Group Insurance:Vision	220.78		220.78
1606 - W.B. MASON COMPANY	PO 26596 OFFICE SUPPLIES		1,000.77	
10517121	BUILDINGS & GROUNDS-OFFICE SUPPLIES	952.57		
10529021	Dept. of Public Works-OE-Office supplies	48.20		1,000.77
1606 - W.B. MASON COMPANY	PO 27009 BUILDINGS & GROUNDS - SUPPLIES & JANITOR		501.87	
10517059	Buildings & Grounds - Janitorial	501.87		501.87
1777 - WESTERN PEST SERVICES	PO 26570 BUILDINGS & GROUNDS - BORO HALL - ACCT #		46.00	
10517040	Buildings & Grounds - New Boro Hall	46.00		
	PO 26571 BUILDINGS & GROUNDS - RESCUE - RAT - ACC		102.00	
10517098	Buildings & Grounds - Rescue Squad	102.00		
	PO 26572 BUILDINGS & GROUNDS - POLICE - RAT - ACC		102.00	
10517091	Buildings & Grounds - Police Bldg	102.00		250.00
GENERAL CAPITAL FUND				
1398 - MASER CONSULTING PA	PO 27016 CAPITAL - RIVER ROAD - ENGINEERING - HIB		362.50	
30982602	SECT 20 COSTS-ARCH/ENG/LLEGAL	362.50		362.50
1398 - MASER CONSULTING PA	PO 27018 CAPITAL - STREETSCAPE PHASE 2 ENGINEERIN		3,953.00	
30920302	ENG/LLEGAL SECTION 20 COSTS	3,953.00		3,953.00
WATER UTILITY FUND				
33 - ALLIED OIL LLC	PO 26546 WATER/SEWER - GASOLINE ACCT #45007-02		714.40	
60510061	WATER - OE - GAS	714.40		714.40
950 - AMERICAN WEAR, INC	PO 26551 WATER - OE - UNIFORMS - 22% OF MONTHLY T		76.62	
60510034	WATER - OE - UNIFORMS/CLOTHING	76.62		76.62
1148 - BUCKMAN'S INC.	PO 26594 WATER - OE - CHEMICALS		494.46	
60510053	WATER - OE - CHEMICALS	494.46		494.46

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
176 - EUROFINS QC, INC 60510045	PO 26616 WATER - OE - ANALYSIS WATER - OE - WATER ANALYSIS	2,960.00	2,960.00	2,960.00
100 - HESCO, INC 60510051	PO 27139 WATER - OE - REPAIRS - LIGHTS WATER - OE - REPAIRS/CONTRACTS	324.42	324.42	324.42
90 - JCP&L 60510098	PO 26642 WATER- STREET LIGHT - AUG 2020 - ACCT 20 WATER - OE - ELECTRIC	2,957.28	2,957.28	2,957.28
1694 - ONE CALL CONCEPTS, INC 60510099	PO 26561 WATER - OE - MISC - ONE CALL MESSAGES - WATER - OE - MISCELLANEOUS	42.90	42.90	42.90
2583 - PRINCIPAL LIFE INSURANCE CO 60510040	PO 26700 WATER - GROUP INSURANCE - DENTAL - POLIC WATER - OE - INSURANCE - GROUP	321.53	321.53	321.53
2438 - STANDARD INSURANCE CO 60510040	PO 26704 WATER - GROUP INSURANCE - LIFE - POLICY WATER - OE - INSURANCE - GROUP	83.68	83.68	83.68
169 - STATE OF NJ-DIV PENSIONS&BENE 60510040	PO 26510 INSURANCE - GROUP HEALTH - SEPT 2020 ID WATER - OE - INSURANCE - GROUP	4,051.29	4,051.29	4,051.29
2397 - UNUM 60510040	PO 26708 WATER - GROUP INSURANCE - LTD - POLICY # WATER - OE - INSURANCE - GROUP	22.35	22.35	22.35
2141 - VSP VISION CARE 60510040	PO 26712 WATER - GROUP INSURANCE - VISION -ACCOUN WATER - OE - INSURANCE - GROUP	53.42	53.42	53.42
WATER CAPITAL FUND				
1398 - MASER CONSULTING PA 61533301	PO 26992 WATER SYSTEM IMP - BUNNVALE - HIB103 BUNNVALE UPGRADES	2,145.75	2,145.75	2,145.75
1398 - MASER CONSULTING PA 61533304	PO 27017 WATER CAPITAL - WEST MAIN - ENGINEERING WATER MAIN UPGRADES	569.75	569.75	569.75
1398 - MASER CONSULTING PA 615335	PO 27074 WATER CAPITAL - McDONALD ST IMPROVEMENTS MCDONALD ST-WATER MAIN #2020-15-\$37,500	886.25	886.25	886.25
SEWER UTILITY FUND				
33 - ALLIED OIL LLC 62510061	PO 26546 WATER/SEWER - GASOLINE ACCT #45007-02 SEWER - OE - GAS	714.40	714.40	714.40
950 - AMERICAN WEAR, INC 62510034	PO 26552 SEWER - OE - UNIFORMS - 12% OF MONTHLY T SEWER - OE - UNIFORMS/CLOTHING	41.80	41.80	41.80
90 - JCP&L 62510098	PO 26654 SEWER- STREET LIGHTING - AUG 2020 -20000 SEWER - OE - ELECTRIC	1,119.31	1,119.31	1,119.31
1398 - MASER CONSULTING PA	PO 26785 SEWER - ENGINEERING - OE - HIB018 / HIB0	797.50	797.50	

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
62510042	SEWER - OE - ENG/LEGAL/PROF FEES	797.50		797.50
1398 - MASER CONSULTING PA	PO 26993 HIGHLANDS GRANT - SEWER PUMP STATION - H		750.50	
625302A	(2019) HIGHLANDS GRANT-SEWER PUMP STATIO	750.50		750.50
2499 - MCGOWAN LLC	PO 26780 WATER / SEWER - OE - CONTRACTS - BACKUP		910.00	
62510051	SEWER - OE - REPAIRS/CONTRACTS	910.00		910.00
2493 - P3 GENERATOR SERVICES	PO 26809 B&G -GENERATOR MAINT - FIRE HOUSE & POLI		200.00	
62510051	SEWER - OE - REPAIRS/CONTRACTS	200.00		200.00
2583 - PRINCIPAL LIFE INSURANCE CO	PO 26701 SEWER - GROUP INSURANCE - DENTAL - POLIC		272.34	
62510040	SEWER - OE - INSURANCE - GROUP	272.34		272.34
2438 - STANDARD INSURANCE CO	PO 26705 SEWER - GROUP INSURANCE - LIFE - POLICY		61.21	
62510040	SEWER - OE - INSURANCE - GROUP	61.21		61.21
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 26510 INSURANCE - GROUP HEALTH - SEPT 2020 ID		2,278.88	
62510040	SEWER - OE - INSURANCE - GROUP	2,278.88		2,278.88
2397 - UNUM	PO 26709 SEWER - GROUP INSURANCE - LTD - POLICY #		18.41	
62510040	SEWER - OE - INSURANCE - GROUP	18.41		18.41
2141 - VSP VISION CARE	PO 26713 SEWER - GROUP INSURANCE - VISION -ACCOUN		35.61	
62510040	SEWER - OE - INSURANCE - GROUP	35.61		35.61
SOLID WASTE UTILITY FUND				
2583 - PRINCIPAL LIFE INSURANCE CO	PO 26702 SOLID WASTE - GROUP INSURANCE - DENTAL -		160.27	
64510040	SOLID WASTE-OE-GROUP INSURANCE	160.27		160.27
2438 - STANDARD INSURANCE CO	PO 26706 SOLID WASTE - GROUP INSURANCE - LIFE - P		36.13	
64510040	SOLID WASTE-OE-GROUP INSURANCE	36.13		36.13
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 26510 INSURANCE - GROUP HEALTH - SEPT 2020 ID		1,780.10	
64510040	SOLID WASTE-OE-GROUP INSURANCE	1,780.10		1,780.10
2397 - UNUM	PO 26710 SOLID WASTE - GROUP INSURANCE - LTD - PO		9.78	
64510040	SOLID WASTE-OE-GROUP INSURANCE	9.78		9.78
2141 - VSP VISION CARE	PO 26714 SOLID WASTE - GROUP INSURANCE - VISION -		22.55	
64510040	SOLID WASTE-OE-GROUP INSURANCE	22.55		22.55
DEVELOPER ESCROW TRUST FUND				
1398 - MASER CONSULTING PA	PO 27165 ESCROW - ELIZABETHTOWN GAS - 69 CHURCH S		717.50	
7118593	E'TOWN-69 CHURCH	717.50		717.50
1398 - MASER CONSULTING PA	PO 27166 ESCROW - ERB - 28 JERRICHO RD - HIB108		187.50	
711320	PERC TESTS	187.50		187.50

List of Bills - (All Funds)

Vendor Description Account PO Payment Check Total

1398 - MASER CONSULTING PA	PO 27167 ESCROW - CONROY - 99 MINE RD - HIB109		187.50	
711320 PERC TESTS		187.50		187.50
130 - MOTT MACDONALD	PO 27117 ESCROW - 145 WEST MAIN - OHL		244.50	
7118591 OHL-PL BD 02-2020		244.50		244.50
130 - MOTT MACDONALD	PO 27162 ESCROW - 71 MAIN ST - YU		306.00	
7118584 YU-71 MAIN ST-PLBD#02-2019		306.00		306.00

TOTAL 206,304.70

Total to be paid from Fund 10 CURRENT FUND	175,433.31
Total to be paid from Fund 30 GENERAL CAPITAL FUND	4,315.50
Total to be paid from Fund 60 WATER UTILITY FUND	12,102.35
Total to be paid from Fund 61 WATER CAPITAL FUND	3,601.75
Total to be paid from Fund 62 SEWER UTILITY FUND	7,199.96
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND	2,008.83
Total to be paid from Fund 71 DEVELOPER ESCROW TRUST FUND	1,643.00

	206,304.70

Checks Previously Disbursed

92520 HIGH BRIDGE BOROUGH-PAYROLL	CASH	643.75	9/25/2020
92520 HIGH BRIDGE BOROUGH-PAYROLL	CASH	2,869.88	9/25/2020
92520 HIGH BRIDGE BOROUGH-PAYROLL	CASH	5,692.06	9/25/2020
92520 HIGH BRIDGE BOROUGH-PAYROLL	CASH	6,948.65	9/25/2020
92520 HIGH BRIDGE BOROUGH-PAYROLL	CASH	64,306.65	9/25/2020
91020 HIGH BRIDGE BOROUGH-PAYROLL	CASH	6,920.27	9/10/2020
91020 HIGH BRIDGE BOROUGH-PAYROLL	CASH	11,610.25	9/10/2020
91020 HIGH BRIDGE BOROUGH-PAYROLL	CASH	6,693.91	9/10/2020
91020 HIGH BRIDGE BOROUGH-PAYROLL	CASH	82,096.49	9/10/2020
912020 INVESTORS BANK	CASH	7,805.48	9/01/2020
817200201 CHASE MANHATTAN BANK	CASH - TREASURER	171,281.25	8/17/2020
8012020 INVESTORS BANK	CASH	7,805.48	8/01/2020
18649 THE DOCTOR IS IN	PO# 26974 DPW - OE - MISCELLANEOUS	123.00	6/26/2020
18649 THE DOCTOR IS IN	NEVER CASHED	-123.00	9/18/2020 *VOID*

		374,797.12	
		-123.00	*VOIDED

		374,674.12	

Totals by fund	Previous Checks/Voids	Current Payments	Total

Fund 10 CURRENT FUND	333,295.35	175,433.31	508,728.66
Fund 30 GENERAL CAPITAL FUND		4,315.50	4,315.50
Fund 60 WATER UTILITY FUND	13,642.56	12,102.35	25,744.91
Fund 61 WATER CAPITAL FUND		3,601.75	3,601.75
Fund 62 SEWER UTILITY FUND	17,302.31	7,199.96	24,502.27
Fund 64 SOLID WASTE UTILITY FUND	9,790.15	2,008.83	11,798.98
Fund 71 DEVELOPER ESCROW TRUST FUND		1,643.00	1,643.00
Fund 77 RECREATION TRUST FUND-2015	643.75		643.75

BILLS LIST TOTALS	374,674.12	206,304.70	580,978.82
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List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
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