



Municipality of Princeton, NJ

Mayor and Council of Princeton

Meeting Agenda

400 Witherspoon St
Princeton, NJ 08540

Monday, July 27, 2026

7:00 PM

Main Council Chambers

I. JOIN MEETING - PLEASE CLICK LINK BELOW:

<https://us02web.zoom.us/j/89407960789>
Webinar ID 894 0796 0789

II. STATEMENT CONCERNING NOTICE OF MEETING

Notice of this meeting was provided in accordance with the requirements of the Open Public Meetings Act and State regulations governing public meetings, including the time, date and location of the meeting and clear and concise instructions to the public for accessing the meeting and making comments. In addition, the agenda and all related materials were posted electronically and made available to the public on Princeton's meeting portal in advance of the meeting.

III. LAND ACKNOWLEDGEMENT

"We gather today on the land of the Leni Lenape. As members of the Princeton community, we aspire to show appreciation, respect, and concern for all peoples and our environment. We honor the Lenape and other Indigenous caretakers of these lands and waters, the elders who lived here before, the Indigenous today, and the generations to come"

IV. ROLL CALL

V. PLEDGE OF ALLEGIANCE

VI. APPROVAL OF MINUTES

1. [0118](#) Meeting of the Mayor and Council of Princeton- Closed Session- February 17, 2026
2. [0119](#) Meeting of the Mayor and Council of Princeton- Regular Meeting- February 23, 2026
3. [0120](#) Minutes of the Mayor and Council of Princeton- Closed Session- March 3, 2026

VII. ANNOUNCEMENTS/REPORTS

1. [0121](#) Chief's June 2026 Monthly Report- presented by Lt. Craven

VIII. PROCLAMATION

1. [0122](#) A Proclamation Honoring Sandra Webb on the Occasion of Her Retirement
2. [0123](#) A Proclamation Honoring Brian Maher on the Occasion of His Retirement
3. [0124](#) A Proclamation Honoring Gregory Pfaff on the Occasion of His Retirement

IX. ORDINANCE INTRODUCTION

1. [ORD
26-27](#) An Ordinance by the Municipality of Princeton Regulating Parking on Hun Road, and Amending Chapter 11 of the “Code of the Township of Princeton, New Jersey, 1968” (Public Hearing August 10, 2026)- Roll Call
2. [ORD
26-28](#) An Ordinance by the Municipality of Princeton Regulating Parking on Walnut Lane and Guyot Avenue and Amending Chapter 11 of the “Code of the Township of Princeton, New Jersey, 1968” and Amending Chapter 19 of the “Code of the Borough of Princeton, New Jersey, 1974” (Public Hearing August 10, 2026)- Roll Call
3. [ORD
26-29](#) An Ordinance by the Municipality of Princeton Updating Public Parking Fees and Regulations Related Thereto, and Amending Chapter 19 of the “Code of the Borough of Princeton, New Jersey, 1974” (Public Hearing August 10, 2026)- Roll Call

X. RESOLUTIONS

1. [R-26-213](#) Resolution of the Mayor and Council of the Municipality of Princeton Authorizing the Award of a Professional Services Agreement to Advanced Infrastructure Design, Inc. for a Pavement Condition Assessment and Management System for an Amount Not to Exceed \$150,272.18
2. [R-26-214](#) Resolution of the Mayor and Council of the Municipality of Princeton Authorizing the Award of a Professional Services Agreement to M&E Engineers, Inc. for Engineering Design Services to Design Two Replacement Steam Boilers at the Westminster Choir College Site for an Amount Not to Exceed \$49,925.00
3. [R-26-215](#) Resolution of the Mayor and Council of Princeton Authorizing the Award of a Contract with Asphalt Paving Systems for 2026 Pavement Preservation Services for an Amount Not to Exceed \$183,418.96 Utilizing New Jersey State Contract 17-GNSV2-00181

4. [R-26-216](#) Resolution of the Mayor and Council of the Municipality of Princeton Authorizing an Increase of \$8,245.00 to the Not to Exceed Amount for the Professional Services Agreement with Environmental Management Associates, Inc. for Additional Work in Connection with the Phase II Assessment of 303 John Street for a New Not to Exceed Amount of \$59,125.00
5. [R-26-217](#) Resolution of the Mayor and Council of Princeton Authorizing the Execution of a License Agreement with Soterra LLC for Permission to Install Awning which will Encroach into the Public Right of Way
6. [R-26-218](#) Resolution of the Mayor and Council Authorizing the Award of a Bid Contract to Black Rock Enterprises, LLC for Terhune Road Safe Streets to Transit Pedestrian Improvements for an Amount Not to Exceed \$3,039,948.55
7. [R-26-219](#) Resolution of the Mayor and Council of Princeton Appointing Phoenix Advisors to the Position of Temporary Chief Financial Officer and Director of the Department of Finance in Accordance with N.J.S.A. 40a:9-140.10b. and Authorizing the Award of a Professional Services Agreement to Phoenix Advisors to Serve as the Temporary Chief Financial Officer for an Amount Not to Exceed \$180,000.00

XI. CONSENT AGENDA

1. [R-26-220](#) Resolution of the Mayor and Council of Princeton Authorizing the Payment of Bills and Claims
2. [R-26-221](#) Resolution of the Mayor and Council of Princeton Authorizing Extension of Grace Period for Payment of Third Quarter, 2026 Property Taxes
3. [R-26-222](#) Resolution of the Mayor and Council of Princeton Authorizing Cancellation of Grant Receivable and Appropriated Grant \$10,622.81
4. [R-26-223](#) Resolution of the Mayor and Council of Princeton Authorizing Release of a Performance Guarantee in the Amount of \$287,234.00 and Inspection Fees in the Amount of \$14,361.65 Plus Interest to Princeton University for the Princeton University Art Museum Major Site Plan Development, Block 45.01 Lot 101
5. [R-26-224](#) Resolution of the Mayor and Council of Princeton Authorizing Release of a Performance Guarantee in the Amount of \$35,991.01, a Maintenance Guarantee in the Amount of \$179,156.84, and Inspection Fees in the Amount of \$59,718.95 plus Interest to the Institute for Advanced Study the Faculty Housing Preliminary and Final Subdivision and Site Plan, Block 10401, Lot 1, & Block 10501, Lot 1.01

6. [R-26-225](#) Resolution of the Mayor and Council of Princeton Authorizing the Arts Council of Princeton to hold Porchfest on Saturday, September 26, 2026
7. [R-26-226](#) Resolution of the Mayor and Council of Princeton Approving the Placement of a Banner Over Washington Road by Homefront, Monday, October 12, 2026 and taken down on Monday, October 19, 2026

XII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

We will now open the meeting for public comment for items not on the agenda. The Mayor and Council will take comments first from members of the public attending the meeting in person, then from members of the public attending the meeting via Zoom. Speakers will be limited to 3 minutes. The Governing Body will use this public comment period as an opportunity to listen to resident concerns, but not to debate issues or engage in a question-and-answer session. Issues raised by members of the public may require review and/or further investigation prior to responding. All comments will be considered and are always welcomed.

IN-PERSON:

Please use the sign-up sheet on the podium. After everyone who signed up has had the opportunity to speak, the Mayor will invite any additional comments from members of the public. Please line up at the podium if you plan to speak. Anyone wishing to make any comments, please state your name and the town you live in for the record.

ZOOM:

To make a comment or ask a question during the meeting via zoom, raise your hand using one of the following alternatives:

1. Windows or Mac platform: Click on “Participants” at the bottom of the screen, then click on “raise hand” (Windows shortcut: Alt+Y; Mac shortcut: Option+Y).
2. Android or iOS device: Click on “raise hand” in the bottom left corner of your screen.
3. Telephone: Press #9

XIII. ADJOURNMENT



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: 0118

Agenda Date: 7/27/2026

Agenda #: 1.

Meeting of the Mayor and Council of Princeton- Closed Session- February 17, 2026

Municipality of Princeton, NJ

*400 Witherspoon St
Princeton, NJ 08540*



Meeting Minutes - Draft

Tuesday, February 17, 2026

3:00 PM

Virtual Meeting

Mayor and Council Closed Session

I. STATEMENT CONCERNING NOTICE OF MEETING

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II. ROLL CALL

Also Present: Bernard Hvozdovic, Administrator; Jeff Grosser, Deputy Administrator/Health Officer; Deanna Stockton, Deputy Administrator; Rhodalynn Jones, Director of Human Services; Justin Lesko, Municipal Planner (joined meeting at 3:25 p.m.); Trishka W. Cecil, Municipal Attorney; and Kevin Van Hise, Assistant Municipal Attorney

Present	David Cohen, Mark Freda, Brian McDonald, Leighton Newlin, Michelle Pirone Lambros, and Mia Sacks
Absent	Leticia Fraga

III. CLOSED SESSION

1. Resolution of the Mayor and Council of Princeton to Enter Closed Session (Open Public Meetings Act Sec.3)

RESULT:	ADOPTED
MOVER:	Brian McDonald
SECONDER:	Leighton Newlin

Aye:	Cohen, McDonald, Newlin, Pirone Lambros, and Sacks
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Absent:	Fraga
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-Confidential advice of counsel regarding potential conveyance or lease of municipally owned property for affordable housing and/or supportive services purposes.

Councilman Leighton Newlin provided Council and staff an overview of the matter under consideration.

Assistant Municipal Attorney Kevin Van Hise reviewed the terms and conditions of the proposed conveyance and advised the Council regarding the applicable legal requirements and limitations.

The Council engaged in discussion regarding the matter and considered potential next steps.

IV. ADJOURNMENT

A motion to close the Closed Session portion to return to Open Session was made by Councilwoman Mia Sacks, seconded by Councilman David Cohen, and carried unanimously by all members present. Then a motion to adjourn at 3:43 p.m. was made by Councilman

David Cohen, seconded by Councilman Leighton Newlin, and carried unanimously by all members present.

Respectfully submitted,

Dawn M. Mount
Municipal Clerk



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: 0119

Agenda Date: 7/27/2026

Agenda #: 2.

Meeting of the Mayor and Council of Princeton- Regular Meeting- February 23, 2026

Municipality of Princeton, NJ

*400 Witherspoon St
Princeton, NJ 08540*



Meeting Minutes - Draft

Monday, February 23, 2026

7:00 PM

<https://us02web.zoom.us/j/87154221341>

Webinar ID 871 5422 1341

Main Council Chambers

Mayor and Council of Princeton

I. JOIN MEETING-PLEASE CLICK LINK BELOW:

<https://us02web.zoom.us/j/87154221341>

Webinar ID 871 5422 1341

II. STATEMENT CONCERNING NOTICE OF MEETING

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III. LAND ACKNOWLEDGEMENT

"We gather today on the land of the Leni Lenape. As members of the Princeton community, we aspire to show appreciation, respect, and concern for all peoples and our environment. We honor the Lenape and other Indigenous caretakers of these lands and waters, the elders who lived here before, the Indigenous today, and the generations to come".

Mayor Mark Freda read the Land Acknowledgement.

Mayor Mark Freda announced that due to the inclement weather, Bernard Hvozdevic, Administrator, would be overseeing the meeting in the absence of the Municipal Clerk. Council then took a vote to appoint Mr. Hvozdevic as the acting Clerk for the evening. Councilman Brian McDonald made a motion, seconded by Council President Michelle Pirone Lambros, and carried unanimously by all members present.

IV. ROLL CALL

Also Present: Bernard Hvozdevic, Administrator; Justin Lesko, Municipal Planner, Inga Reich, Open Space Manager; and Kevin Van Hise, Assistant Municipal Attorney

Present: Council Member Brian McDonald, Council Member David Cohen, Council Member Leighton Newlin, Mayor Mark Freda, Council Member Mia Sacks, and Council Member Michelle Pirone Lambros

Absent: Council Member Leticia Fraga

V. PLEDGE OF ALLEGIANCE

The audience participated in the Pledge of Allegiance.

VI. APPROVAL OF MINUTES

approved

RESULT: APPROVED

MOVER: Brian McDonald

SECONDER: Leighton Newlin

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

1. Mayor and Council of Princeton-Regular Meeting-October 8, 2025

RESULT: APPROVED

MOVER: Brian McDonald

SECONDER: Leighton Newlin

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

2. Mayor and Council of Princeton-Closed Session-October 21, 2025

RESULT: APPROVED

MOVER: Brian McDonald

SECONDER: David Cohen

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

VII. ANNOUNCEMENTS/REPORTS

Councilman Brian McDonald had no reports or announcements.

Councilman David Cohen had no reports or announcements.

Council President Michelle Pirone Lambros had no reports or announcements.

Councilwoman Mia Sacks had no reports or announcements.

Councilman Leighton Newlin had no reports or announcements.

Mayor Mark Freda had no reports or announcements.

Staff Reports:

Bernard Hvozdovic, Administrator, announced that the Municipality would have a delayed opening the following day. Municipal offices would open at 10:30 a.m., and the morning Municipal Court session was cancelled.

1. Princeton Police Department January 2026 Chief's Monthly Report

Capt. Tom Lagomarsino presented the January 2026 Chief's Monthly Report. He reported that the Police Department successfully managed a second major snowstorm without any significant storm-related calls for service. He noted that conducting a pre-storm coordination meeting with all relevant municipal departments proved beneficial, allowing staff to coordinate operations, identify potential issues in advance, and ensure consistent public messaging. Capt. Lagomarsino further reported that recent scheduling changes and the availability of specialty units on weekends enabled the department to maintain adequate staffing throughout the storm without incurring overtime costs.

Capt. Lagomarsino advised that, with the Community Relations Bureau now fully staffed, officers completed 107 community engagement events during January. The Bureau's five assigned officers participated in activities at nearly every school in the district, including student engagement programs and other outreach initiatives. He stated that the department continues to strengthen its relationship with the Princeton Public Schools by assisting with lockdown and fire drills and providing recommendations to enhance emergency preparedness procedures.

While conducting foot patrols in the Central Business District during January, Community Relations Bureau officers also prevented two attempted high-end retail shoplifting incidents. In addition, the Bureau responded to more than 160 reports of sidewalks that had not been properly cleared following the first snowstorm. After issuing warnings and providing information regarding the applicable municipal ordinance, officers followed up on each reported location to ensure compliance.

Capt. Lagomarsino reported that the Traffic Bureau conducted several traffic enforcement details following the reduction of the speed limit on Route 27. These enforcement efforts focused on educating motorists about the new speed limit. Prior to initiating enforcement, the department utilized variable message boards and social media to inform the public of the change. He also announced that the department had scheduled a second Vulnerable Road Users training program, to be held on April 8, 2026, at 6:00 p.m. in Witherspoon Hall. The program will be open to the public, with registration available through the Police Department's website and social media platforms. The training will address traffic laws applicable to motorists, bicyclists, pedestrians, other vulnerable road users, and recent regulations affecting e-bike users.

Council President Michelle Pirone Lambros inquired about the status of the Citizens Police Academy. Capt. Lagomarsino responded that the department is currently making arrangements to offer another session in the near future.

Councilman Brian McDonald inquired about the most effective method for reporting sidewalks that had not been cleared of snow, the number of traffic-related incidents that occurred during the recent storms, and the factors contributing to the increase in police reports reflected in the January Chief's Monthly Report.

VIII. PRESENTATION

1. Presentation of the Kiosk Design Contest Winners

Due to the inclement weather, the presentation was postponed to a future meeting date.

2. Palmer Square's Proposed 2026 Events Calendar for Council Approval

Due to the inclement weather, the presentation was postponed to a future meeting date.

3. Presentation of a Proposed Open Space Project - Improvements at Princeton Ridge East (725 Herrontown Road) - for Submittal of a Green Acres Stewardship Grant Application by Inga Reich, Open Space Manager

Inga Reich, Open Space Manager, presented an overview of the Municipality's proposed Green Acres application for the Stewardship Grant for Forest Restoration at Princeton Ridge East. She noted that the application was due on February 27, 2026, and explained that the two-year stewardship grant provides a 50 percent funding match. Princeton would apply for a total project cost of \$300,000, with \$150,000 funded through Green Acres and the remaining \$150,000 funded by the Municipality.

Ms. Reich explained that the project site is a 19-acre preserve located at Herrontown Road and Mount Lucas Road on Princeton Ridge East. The property consists primarily of deciduous forest with several wetlands that have been classified as areas of extraordinary resource value and are protected by 150-foot riparian buffer zones. She noted that all proposed restoration work would occur outside the wetlands and buffer areas; therefore, no environmental permits would be required. She also advised that the property contains three abandoned structures, consisting of one residence and two barn or shed buildings. The structures are expected to be demolished during the summer of 2026 to improve public safety and future access to the property. Because demolition activities will disturb the site, the proposed forest restoration project is intended to restore the affected areas.

The first phase of the project is anticipated to begin in late fall 2026 with the manual removal of invasive vegetation. Ms. Reich described the site's existing conditions, including extensive invasive plant species and numerous dead ash trees, which currently make the property difficult to access. Limited pathways have been established to facilitate environmental surveys and planning activities. Following the initial removal of invasive vegetation, herbicide treatments will be applied during the spring or summer of 2027 after regrowth occurs. Native trees and shrubs will then be planted in the fall, along with native grasses and wildflowers, to discourage the return of invasive species. The site would continue to be monitored in subsequent years for invasive species regrowth. As needed, additional manual removal and targeted herbicide treatments would be used to support the successful establishment of native vegetation. She noted that a high-density planting strategy would

promote rapid canopy development, creating increased shade that naturally suppresses invasive species. The restoration would also strengthen the surrounding forest by reducing wind impacts along the edge of the restored area.

Summarizing the project scope, Ms. Reich stated that approximately five acres of invasive vegetation would be removed and approximately 4,200 native trees and 1,000 native shrubs would be planted. The restoration is intended to improve wildlife habitat, provide additional food sources for native species, and increase the forest's resilience to storms, drought, and other environmental stressors. Ms. Reich also discussed the property's long-term recreational value. The site is located adjacent to Herrontown Woods and Autumn Hill. Although no trails currently exist on the property, Princeton's long-term vision is to connect the site to the existing trail network. A right-of-way to Mount Lucas Road would provide a future trail connection linking Herrontown Woods and Autumn Hill to the sidewalks leading into downtown Princeton. She noted that the project is significant not only for its ecological benefits but also for its potential to improve public access and connectivity between existing open space areas.

Ms. Reich provided an alternatives analysis, explaining that the current timing is advantageous because the site will already be disturbed by the planned demolition of the abandoned structures. If the project does not proceed, invasive species would continue to spread, making future restoration efforts significantly more difficult and costly. She also reviewed the anticipated environmental impacts of the project. With respect to vegetation, invasive plant species would be removed and replaced with native trees, shrubs, grasses, and wildflowers, allowing the site to transition from its current shrub-dominated condition back to a healthy deciduous forest. Improvements to soil quality are also anticipated as the developing root systems stabilize the soil, improve water infiltration, reduce erosion, and enhance soil fertility through the accumulation of leaf litter. Because the site is located upslope from nearby wetlands, stabilizing the soil will also reduce sediment runoff into downstream wetland areas.

Ms. Reich acknowledged that the project would result in limited short-term impacts to wildlife during the removal of invasive vegetation. To minimize these impacts, manual clearing would occur during the late fall after the nesting season, and the site would be surveyed beforehand to ensure turtles and other slow-moving wildlife were not present within the work area. She noted that the manual removal phase is expected to last only a few weeks. To protect soil resources, heavy equipment would not be used during wet conditions. Regarding herbicide treatments, Ms. Reich stated that applications would be performed only by licensed professionals and would be limited to targeted invasive vegetation during the growing season, when plant species can be accurately identified. She also noted that temporary construction-related noise, minor vibrations associated with fence installation, and

a slight increase in traffic along Herrontown Road may occur during project activities. However, because the site is located away from nearby residences, these impacts are expected to be minimal.

Ms. Reich concluded by stating that the project's medium- and long-term environmental impacts are expected to be overwhelmingly positive. Establishing native vegetation will improve wildlife habitat, suppress invasive species through increased canopy cover, enhance soil health, strengthen the forest's resilience to storms, drought, and extreme heat, and increase carbon sequestration as the forest matures. Over time, native vegetation is expected to spread naturally into surrounding areas, further improving the ecological health of the preserve. Once the site is opened to the public, visitors will experience a healthier, more resilient forest ecosystem and an improved natural resource connecting Princeton's existing open space network.

4. Public Hearing on the Proposed Open Space Project - Improvements at Princeton Ridge East (725 Herrontown Road) - for a Green Acres Stewardship Grant Application

Councilman David Cohen inquired whether any of the Municipality's standing committees or advisory groups focused on open space had expressed interest in assisting with stewardship efforts at the site.

Councilman Brian McDonald asked whether the development of trails and improvements to public accessibility would be undertaken by the Municipality or whether a nonprofit organization may assist with those efforts.

Councilman Leighton Newlin thanked Ms. Reich for providing a comprehensive presentation and inquired whether the site connects to any other open space areas beyond the Autumn Hill Preserve.

Councilwoman Mia Sacks thanked the Open Space Consortium partners who helped raise millions of dollars to assist the Municipality in acquiring the property. She stated that she was pleased the Municipality was able to preserve the land and is now taking the next steps to properly steward and maintain it. She also thanked Ms. Reich for bringing forward the restoration proposal.

Mayor Mark Freda opened the public hearing on the proposed open space project, first to members of the public attending in person and then to those participating via Zoom.

In Person:

No comments were received from members of the public attending in person.

Via "Zoom"

Lisa, a homeowner with property adjacent to Autumn Hill and Herrontown Woods, expressed her support for the proposed restoration plan for the Landwin Tract. She stated that she has walked the property many times and believes it is currently in poor condition. She offered several suggestions to help protect threatened, endangered, and species of special concern located within the area. She also noted that the wetlands map presented did not identify a critical pond located downhill and downstream from the proposed treatment area. The pond supports one of the largest populations of spotted salamanders, a New Jersey species of special concern, in the Princeton Ridge area and possibly in the State. She expressed concern that herbicide applications could impact the pond and the salamanders' seasonal migration patterns. She also noted that salamanders spend much of their lives underground and could be vulnerable to impacts from tracked machinery used on the site. Lisa encouraged the Municipality to use herbicides as sparingly as possible and to carefully consider the timing of applications. She explained that reptiles and amphibians are particularly active during the late fall and early spring, when they are moving between habitats. She recommended, to the greatest extent possible, scheduling herbicide treatments for later spring or early summer to minimize impacts on these species. She further cautioned that herbicide runoff during sensitive periods could potentially affect salamander eggs and larvae within the pond.

Steven thanked the Municipality for acquiring the 90-acre Landwin Tract, stating that the property is a valuable resource that would have been significantly impacted by future development. He noted the property's proximity to Herrontown Woods and the work performed by the Friends of Herrontown Woods to assist salamanders and wood frogs during spring migrations. He expressed appreciation for the Municipality's efforts and encouraged continued consideration of seasonal road closures during migration periods.

Steven also emphasized the importance of protecting spotted salamander habitat on the Landwin Tract and reinforced the recommendation to limit the use of heavy machinery whenever possible. He expressed disappointment that the existing residence and two barns on the property would not be preserved, noting that demolition activities, including the use of heavy equipment and removal of debris, could impact wildlife.

Steven encouraged the Municipality to consider managing areas for a variety of habitats, including open grassy areas and shrub habitats. He stated that invasive species can be successfully controlled through proactive management and referenced his work at Smoyer Park, where native species were planted within a detention basin and he has assisted with

ongoing invasive species removal. He encouraged continued efforts to establish and maintain diverse habitats throughout Princeton.

Seeing no additional members of the public wishing to speak, Mayor Mark Freda closed the public hearing.

5. Resolution of the Mayor and Council of Princeton Approving the Submittal of a Grant Application to the New Jersey Department of Environmental Protection Green Acres for the Proposed Open Space Project - Improvements at Princeton Ridge East (725 Herrontown Road)

RESULT: ADOPTED

MOVER: Leighton Newlin

SECONDER: Michelle Pirone Lambros

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

IX. WORK SESSION

1. Work Session Regarding Beautification Efforts in the Central Business District for the United States Semiquincentennial

Due to the inclement weather, the presentation was postponed to a future meeting date.

X. ORDINANCE PUBLIC HEARING

*Anyone wishing to comment on or ask a question about an ordinance(s) listed below for public hearing and adoption can do so by either in person or Zoom. In person use the sign-up sheet on the podium. To make a spoken comment, either click on "Participants" and use the "raise hand" function, or- if attending by telephone- press *9. When it is your turn to speak the meeting host will unmute you and the Mayor will recognize you.*

To avoid any potential conflicts of interest, Mayor Mark Freda recused himself from the public hearings on the first five ordinances. Council President Michelle Pirone Lambros presided over this portion of the meeting.

1. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled "Land Use and Zoning" of the Municipality of Princeton to Create the Affordable Housing District-10 (AH-10) in Furtherance of the Fair Housing Act-Roll Call

Justin Lesko, Municipal Planner, explained the ordinance established the AH-10 zone, as

detailed in the Fourth Round Housing Plan Element and Fair Share Plan. The AH-10 allows for the development of a mixed-use inclusionary building on one lot at 245-247 Nassau Street. The Planning Board reviewed the ordinance and found it to be substantially consistent with the Princeton Master Plan and recommended approval with the following comments: the Board recommended preserving mature, healthy trees on the site and along its perimeter to the greatest extent practicable, and encouraged activating the streetscape adjacent to the required commercial space to create a more vibrant pedestrian environment. He noted that the property currently consists primarily of surface parking and two underutilized office buildings.

Council President Michelle Pirone Lambros opened the public hearing. Seeing no members of the public wishing to speak, either in person or via Zoom, she closed the public hearing.

RESULT: ADOPTED
MOVER: David Cohen
SECONDER: Mia Sacks

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, and Council Member Sacks

Nay: Council Member Pirone Lambros

Absent: Council Member Fraga

Recused: Mayor Freda

2. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled “Land Use And Zoning” of the Municipality of Princeton to Create the Affordable Housing District-8 (AH-8) In Furtherance of the Fair Housing Act- Roll Call

Council President Michelle Pirone Lambros opened the public hearing. Seeing no members of the public wishing to speak, either in person or via Zoom, she closed the public hearing.

RESULT: ADOPTED
MOVER: Leighton Newlin
SECONDER: David Cohen

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

Recused: Mayor Freda

3. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled “Land Use And Zoning” of the Municipality of Princeton to Create the Affordable Housing Overlay District-9 (AHO-9) In Furtherance of the Fair Housing Act- Roll Call

Justin Lesko, Municipal Planner, explained the ordinance established the AH-O9 Overlay Zone as detailed in the Fourth Round Housing Plan Element and Fair Share Plan. The AH-O9 permits a mixed-use inclusionary development on six (6) lots between Nassau Street and North Harrison Street. The Planning Board reviewed the ordinance and found it to be substantially consistent with the Princeton Master Plan and recommended approval. Based on comments received from a member of the public, the Board recommended encouraging direct pedestrian connections to surrounding areas, particularly Queenston Commons to the north, to the greatest extent practicable.

Council President Michelle Pirone Lambros opened the public hearing. Seeing no members of the public wishing to speak, either in person or via Zoom, she closed the public hearing.

RESULT: ADOPTED
MOVER: David Cohen
SECONDER: Mia Sacks

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

Recused: Mayor Freda

4. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled “Land Use And Zoning” of the Municipality Of Princeton to Create the Affordable Housing Overlay District-11 (AHO-11) In Furtherance of the Fair Housing Act- Roll Call

Justin Lesko, Municipal Planner, explained the ordinance established the AH-O11 Overlay District, as detailed in the Fourth Round Housing Plan Element and Fair Share Plan. The AH-O11 permits a mixed-use inclusionary development on two (2) lots located at the corner of Spring Street and North Tulane Street. The Planning Board reviewed the ordinance and found it to be substantially consistent with the Princeton Master Plan and recommended approval with no comments or other recommendations.

Council President Michelle Pirone Lambros opened the public hearing. Seeing no members of the public wishing to speak, either in person or via Zoom, she closed the public hearing.

RESULT: ADOPTED
MOVER: David Cohen
SECONDER: Leighton Newlin

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

Recused: Mayor Freda

5. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled “Land Use And Zoning” of the Municipality Of Princeton to Create the Affordable Housing District-12 (AH-12) In Furtherance of the Fair Housing Act- Roll Call

Justin Lesko, Municipal Planner, explained the ordinance established the AH-12 District, as detailed in the Fourth Round Housing Plan Element and Fair Share Plan. The AH-12 District permits for an inclusionary development on two (2) lots at 86-88 and 92-94 Spruce Street, adjacent to existing residential buildings. The Planning Board reviewed the ordinance and found it to be substantially consistent with the Princeton Master Plan and recommended approval with no comments or other recommendations.

Councilwoman Mia Sacks wanted to highlight that the site will include supportive housing. Also, the developer has also agreed to convey to the town a multi-use bike and pedestrian path that will go through the site from the center of town to the Westminster Choir College and to provide slightly more than the 20% set aside. Lastly, she noted the front of the site will include townhouses that will enable the streetscape to continue the pattern of development that is adjacent with the former Borough affordable housing townhouses. The new townhouses will be similarly situated with the bulk standards and their relationship to the street.

Council President Michelle Pirone Lambros opened the public hearing. Seeing no members of the public wishing to speak, either in person or via Zoom, she closed the public hearing.

RESULT: ADOPTED
MOVER: David Cohen
SECONDER: Mia Sacks

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

Recused: Mayor Freda

6. An Ordinance of the Municipality of Princeton Amending Chapter T10B Entitled “Land Use” of the Municipality of Princeton to Create the Affordable Housing District-15 (AH-15) in Furtherance of the Fair Housing Act- Roll Call

Mayor Mark Freda returned to the dais and resumed presiding over the meeting for the remaining public hearings.

Justin Lesko, Municipal Planner, explained the ordinance established the AH-15 District, as detailed in the Fourth Round Housing Plan Element and Fair Share Plan. The AH-15 District permits an inclusionary multi-family residential development on one lot located at 457 North Harrison Street. The Planning Board reviewed the ordinance and found it to be

substantially consistent with the Princeton Master Plan and recommended approval with no comments or other recommendations. He noted, however, that the Board expressed general support for enhanced pedestrian circulation and connections to surrounding developments, consistent with the intent of the ordinance.

Councilwoman Mia Sacks stated that the project represents the redevelopment of an underutilized property and noted that the developer has committed to providing an affordable housing set-aside exceeding the required 20 percent. She also highlighted the developer's willingness to provide a secondary means of egress from the rear of the property.

Mayor Freda opened the public hearing. Seeing no members of the public wishing to speak, either in person or via Zoom, he closed the public hearing.

RESULT: ADOPTED
MOVER: David Cohen
SECONDER: Mia Sacks

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

7. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled “Land Use And Zoning” of the Municipality Of Princeton to Create the Affordable Housing District-16 (AH-16) In Furtherance of the Fair Housing Act- Roll Call

Mayor Mark Freda noted the public hearing on the ordinance as amended will be carried to the March 9, 2026 meeting.

RESULT: CONTINUED
MOVER: Michelle Pirone Lambros
SECONDER: David Cohen

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

8. An Ordinance of the Municipality of Princeton Amending §T10B-272.146 “Affordable Housing Overlay-4 (AHO-4) Site Development Regulations” of the Code of Princeton, New Jersey, 2013- Roll Call

Justin Lesko, Municipal Planner, explained the ordinance amends the existing AHO-4 Overlay District and was detailed in the Fourth Round Housing Plan Element and Fair Share Plan as well as in the Master Plan's land use section. The AHO-4 Overlay District consists of twenty-six (26) lots located along Route 206 North /Herrontown Road near the Montgomery border. The proposed amendments increase the maximum permitted height of a

building from 45 to 50 feet and remove the existing requirement for 300 square feet of common area storage for each residential unit, which was required to be located on the first floor or below grade. The Planning Board reviewed the ordinance and found it substantially consistent with the Princeton Master Plan and recommended approval without comment or additional recommendations.

Councilman David Cohen commented that removing the storage area requirement would make this ordinance consistent with the Municipality's other affordable housing ordinances, none of which require storage areas outside of the individual dwelling units.

Mayor Mark Freda opened the public hearing, first to members of the public attending in person and then to those participating via Zoom.

In Person:

There was no public comment.

Via "Zoom":

Tom Pinneo, 33 Vandeventer Avenue, commented that the ordinances help bring shape and structure to the plan that was enthusiastically adopted the previous year. He stated that the ordinances are consistent with the Princeton Master Plan and the principles of smart growth, and expressed his support for the proposed amendments. Mr. Pinneo commended the work completed on the ordinances.

Seeing no additional members of the public wishing to speak, either in person or via Zoom, Mayor Mark Freda closed the public hearing.

RESULT: ADOPTED
MOVER: David Cohen
SECONDER: Michelle Pirone Lambros

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

9. An Ordinance of the Municipality of Princeton Amending "The Code of the Borough of Princeton, New Jersey 1974" to Add thereto a New Chapter Entitled "Filming"- Roll Call

Mayor Mark Freda noted the public hearing on the ordinance as amended will be carried to the March 9, 2026 meeting.

RESULT: CONTINUED

MOVER: Michelle Pirone Lambros

SECONDER: Leighton Newlin

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

XI. ORDINANCE INTRODUCTION

1. An Ordinance of the Municipality of Princeton Amending Chapter T10B Entitled “Land Use” of the Municipality of Princeton to Create the Affordable Housing District-13 (AH-13) in Furtherance of the Fair Housing Act- Roll Call

RESULT: INTRODUCED ON FIRST READING

MOVER: David Cohen

SECONDER: Michelle Pirone Lambros

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

2. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled “Land Use and Zoning” of the Municipality of Princeton to Create the Affordable Housing District-17 (AH-17) in Furtherance of the Fair Housing Act- Roll Call

RESULT: INTRODUCED ON FIRST READING

MOVER: David Cohen

SECONDER: Mia Sacks

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

3. An Ordinance of the Municipality of Princeton Amending Chapter T10B Entitled “Land Use” of the Municipality of Princeton to Create the Affordable Housing District-18 (AH-18) in Furtherance of the Fair Housing Act- Roll Call

RESULT: INTRODUCED ON FIRST READING

MOVER: Michelle Pirone Lambros

SECONDER: Leighton Newlin

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

4. An Ordinance of the Municipality of Princeton Amending Chapter B17A Entitled “Land Use and Zoning” of the Municipality of Princeton to Create the Affordable Housing Overlay District-19 (AHO-19) in Furtherance of the Fair Housing Act- Roll Call

RESULT: INTRODUCED ON FIRST READING

MOVER: Mia Sacks

SECONDER: David Cohen

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

5. An Ordinance of the Municipality of Princeton Amending Chapter T10B Entitled “Land Use” of the Municipality of Princeton to Address the Requirements of the Fair Housing Act and the Uniform Housing Affordability Controls (“UHAC”) Regarding Compliance with the Municipality’s Affordable Housing Obligations- Roll Call

RESULT: INTRODUCED ON FIRST READING

MOVER: David Cohen

SECONDER: Michelle Pirone Lambros

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

XII. RESOLUTIONS

1. Resolution of the Mayor and Council of the Municipality of Princeton Formally Requesting Amendments to its Recreation and Open Space Inventory (ROSI) Pursuant To N.J.A.C. 7:36-25.3

RESULT: ADOPTED

MOVER: Brian McDonald

SECONDER: Leighton Newlin

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

2. Resolution of the Mayor and Council of Princeton Authorizing the Award of a Professional Services Agreement with McManimon, Scotland and Baumann, LLC for

Bond Counsel and Redevelopment Counsel Services in 2026 for an Amount Not to Exceed \$100,000.00

RESULT: ADOPTED

MOVER: Michelle Pirone Lambros

SECONDER: Mia Sacks

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

3. Resolution of the Mayor and Council of Princeton Authorizing Execution of an Interlocal Services Agreement with Montgomery Township, Franklin Township, South Brunswick Township, Manville Borough, Hopewell Township, Hopewell Borough and Rocky Hill Borough for the Development of a Watershed Improvement Plan for the Lower Millstone River Watershed Pursuant To N.J.S.A. 40a:65-1 Et seq.

RESULT: ADOPTED

MOVER: Leighton Newlin

SECONDER: Brian McDonald

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

4. Resolution of the Mayor and Council of Princeton Supporting the Statehouse Commission Pre-Application to the New Jersey Department of Environmental Protection for the After the Fact Disposal / Diversion of a 3.044+/- Acre Portion of Princeton Community Park South (Block 6902, Lot 2 on the Princeton Tax Map)

RESULT: ADOPTED

MOVER: Mia Sacks

SECONDER: Michelle Pirone Lambros

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

5. Resolution of the Mayor and Council of Princeton Authorizing Release of a Performance Guarantee in the Amount of \$29,769.00 and Reduction in Inspection Fees to Princeton SC Residential Urban Renewal, LLC for the Preliminary and Final Major Site Plan & Minor Subdivision Plan Residential Development & Walgreens Pharmacy Relocation

RESULT: ADOPTED

- MOVER:** David Cohen
SECONDER: Leighton Newlin
- Aye:** Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros
- Absent:** Council Member Fraga
6. Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$18,038.62 to the Not to Exceed Amount for the Professional Services Agreement with Scarinci Hollenbeck, LLC for Special Environmental Legal Services in 2024 for a New Not to Exceed Amount of \$283,038.62
- RESULT:** ADOPTED
MOVER: David Cohen
SECONDER: Leighton Newlin
- Aye:** Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros
- Absent:** Council Member Fraga
7. Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$105,817.03 to the Not to Exceed Amount for the Professional Services Agreement with Scarinci Hollenbeck, LLC for Special Environmental Legal Services in 2025 for a New Not to Exceed Amount of \$205,817.03
- RESULT:** ADOPTED
MOVER: David Cohen
SECONDER: Leighton Newlin
- Aye:** Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros
- Absent:** Council Member Fraga
8. Resolution of the Mayor and Council of Princeton Renewing Lease Agreement between Princeton and Princeton Tennis Program in Connection with Community Park South Tennis Facility for Additional One-Year Term
- RESULT:** ADOPTED
MOVER: Michelle Pirone Lambros
SECONDER: David Cohen
- Aye:** Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros
- Absent:** Council Member Fraga
-

XIII. CONSENT AGENDA

1. Resolution of the Mayor and Council of Princeton Authorizing the Payment of Bills and Claims

RESULT: ADOPTED

MOVER: Michelle Pirone Lambros

SECONDER: Brian McDonald

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

2. Resolution of the Mayor and Council of Princeton Authorizing 2026 1st Quarter Refunds of \$21,408.05 Overpayments

RESULT: ADOPTED

MOVER: Michelle Pirone Lambros

SECONDER: Brian McDonald

Aye: Council Member McDonald, Council Member Cohen, Council Member Newlin, Council Member Sacks, and Council Member Pirone Lambros

Absent: Council Member Fraga

XIV. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

We will now open the meeting for public comment for items not on the agenda. The Mayor and Council will take comments first from members of the public attending the meeting in person, then from members of the public attending the meeting via Zoom. Speakers will be limited to 3 minutes. The Governing Body will use this public comment period as an opportunity to listen to resident concerns, but not to debate issues or engage in a question-and-answer session. Issues raised by members of the public may require review and/or further investigation prior to responding. All comments will be considered and are always welcomed.

IN-PERSON:

Please use the sign-up sheet on the podium. After everyone who signed up has had the opportunity to speak, the Mayor will invite any additional comments from members of the public. Please line up at the podium if you plan to speak. Anyone wishing to make any comments, please state your name and the town you live in for the record.

ZOOM:

To make a comment or ask a question during the meeting via zoom, raise your hand using one of the following alternatives:

- 1. Windows or Mac platform: Click on "Participants" at the bottom of the screen, then click on "raise hand" (Windows shortcut: Alt+Y; Mac shortcut: Option+Y).*
- 2. Android or iOS device: Click on "raise hand" in the bottom left corner of your screen.*
- 3. Telephone: Press #9*

Mayor Mark Freda opened public comment for items not listed on the agenda. Seeing no members of the public wishing to speak, either in person or via Zoom, he closed public comment.

XV. ADJOURNMENT

A motion to adjourn at 8:21 p.m. was made by Councilman David Cohen, seconded by Council President Michelle Pirone Lambros, and carried unanimously by all members present.

Respectfully submitted,

Dawn M. Mount
Municipal Clerk



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: 0120

Agenda Date: 7/27/2026

Agenda #: 3.

Minutes of the Mayor and Council of Princeton- Closed Session- March 3, 2026

Municipality of Princeton, NJ

*400 Witherspoon St
Princeton, NJ 08540*



Meeting Minutes - Draft

Tuesday, March 3, 2026

3:30 PM

Virtual Meeting

Mayor and Council Closed Session

I. STATEMENT CONCERNING NOTICE OF MEETING

Notice of this meeting was provided in accordance with the requirements of the Open Public Meetings Act and State regulations governing public meetings, including the time, date and location of the meeting and clear and concise instructions to the public for accessing the meeting and making comments. In addition, the agenda and all related materials were posted electronically and made available to the public on Princeton's meeting portal in advance of the meeting.

II. ROLL CALL

Also Present: Bernard Hvozdovic, Administrator; Jeff Grosser, Deputy Administrator/Health Officer; Deanna Stockton, Deputy Administrator; Rhodalynn Jones, Director of Human Services; Adam Kooker, Fire Chief; Trishka Cecil, Municipal Attorney; Kevin Van Hise, Assistant Municipal Attorney; Robert Merryman, Esq., Labor Attorney from Apruzzese, Mastro & Murphy; and Thomas Abbate, Esq., of DeCotiis, FitzPatrick, Cole & Giblin, LLP

Present	Leticia Fraga, Mark Freda, Brian McDonald, Leighton Newlin, Michelle Pirone Lambros, and Mia Sacks
Absent	David Cohen

III. CLOSED SESSION

1. Resolution of the Mayor and Council of Princeton to Enter Closed Session (Open Public Meetings Act Sec.3)

RESULT:	ADOPTED
MOVER:	Leticia Fraga
SECONDER:	Brian McDonald

Aye:	Fraga, McDonald, Newlin, Pirone Lambros, and Sacks
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Absent:	Cohen
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-Contract Negotiations-FMBA

Bernard Hvozdovic, Administrator, and Adam Kooker, Fire Chief, provided Council with an update regarding ongoing contract negotiations with the Firefighters' Mutual Benevolent Association (FMBA). They reviewed key terms and conditions of the proposed agreement and responded to questions from Council.

Robert Merryman, Esq. of Apruzzese, McDermott, Mastro & Murphy, provided additional explanation and legal guidance concerning the terms of the agreement. Mr. Merryman also addressed questions from Council regarding the matter. Council subsequently engaged in discussion regarding the proposed agreement.

Chief Kooker and Mr. Merryman departed the meeting at 3:48 p.m.

-Confidential advice of counsel regarding potential conveyance or lease of municipally owned property for affordable housing and/or supportive services purposes

Councilman Brian McDonald led a discussion with Council regarding the potential conveyance or lease of municipally owned property for affordable housing and/or supportive services. Mr. McDonald provided an update on the status of the process to date. Mayor Mark Freda and Councilman Leighton Newlin, who have been involved in and contributed to the process, provided additional input and participated in the discussion. Council then considered potential next steps, possible uses of the property(ies), and conditions that may be incorporated into a future agreement.

Kevin Van Hise, Assistant Municipal Attorney/Affordable Housing Counsel, responded to questions from Council and provided legal guidance as appropriate.

Mayor Mark Freda, Deanna Stockton, Deputy Administrator/Municipal Engineer, Jeff Grosser, Deputy Administrator/Health Officer; Rhodalyne Jones, Director of Human Services; and Kevin Van Hise, Assistant Municipal Attorney departed the meeting at 4:07 p.m.

Thomas Abbate, Esq. of DeCotiis, FitzPatrick, Cole and Giblin joined the meeting at 4:11 p.m.

-Update on Marcou litigation-Docket No. MER-L-2330-23

Tom Abbate, Esq., of DeCotiis, FitzPatrick, Cole & Giblin, LLP., provided Council with an update regarding the pending litigation and reviewed potential next steps in the legal process. Mr. Abbate responded to questions raised by Council and participated in further discussion, providing legal guidance and clarification as appropriate.

Mr. Abbate departed the meeting at 5:09 p.m.

IV. ADJOURNMENT

A motion to close the Closed Session portion to return to Open Session was made by Councilman Brian McDonald, seconded by Councilman Leighton Newlin, and carried unanimously by all members present. Then a motion to adjourn at 5:10 p.m. was made by Councilman Brian McDonald, seconded by Councilwoman Leticia Fraga, and carried unanimously by all members present.

Respectfully submitted,

Dawn M. Mount
Municipal Clerk



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

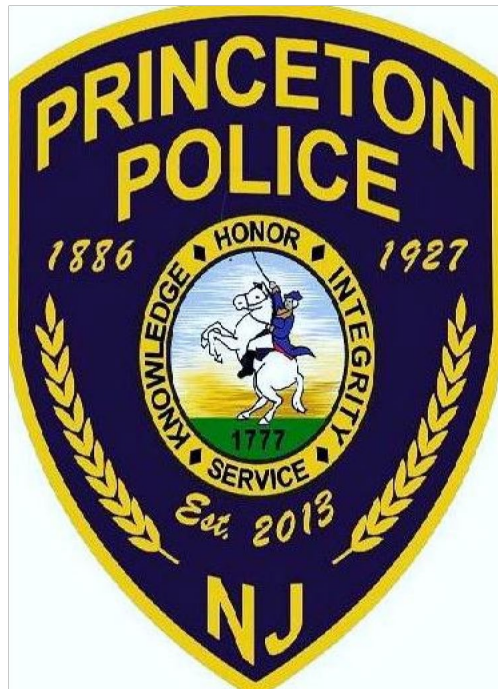
File #: 0121

Agenda Date: 7/27/2026

Agenda #: 1.

Chief's June 2026 Monthly Report- presented by Lt. Craven

PRINCETON POLICE DEPARTMENT CHIEF'S MONTHLY REPORT



**JUNE
2026**

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PRINCETON POLICE DEPARTMENT · NEW JERSEY

Community Relations Bureau

Monthly Report — June 2026

OVERVIEW

By the Numbers

63

COMMUNITY
POLICING

8

FOOT PATROL

5

BUILDING CHECKS

15

SCHOOL DETAILS

49

VACANT HOUSE
CHECKS

6

BICYCLE PATROL

HIGHLIGHTS

Community Engagement & Events



Riverside Elementary — Wheels Rodeo & K-9 / Car Presentation **JUNE 4**

A bicycle-safety “Wheels” rodeo paired with a Police K-9 and patrol-car presentation for students.



Law Enforcement Torch Run **JUNE 5**

CRB carried the Flame of Hope through Princeton in support of Special Olympics New Jersey.



Pancakes with the Princeton Police

JUNE 4

A community breakfast bringing residents and officers together over a shared meal.



Princeton Middle School — Cardboard Boat Race

JUNE 5

CRB cheered on students at the annual PMS cardboard boat race.



Community Park School — Field Day

JUNE 9

CRB joined Community Park School students for a morning of field day activities.



Princeton High School — Hot Dog Event

JUNE 11

CRB joined Princeton High School students for a cookout on campus.



Johnson Park School — 5th Grade Graduation

JUNE 12

CRB helped celebrate Johnson Park School's fifth-grade graduation.



Princeton Charter School — Summer Camp

JUNE 24

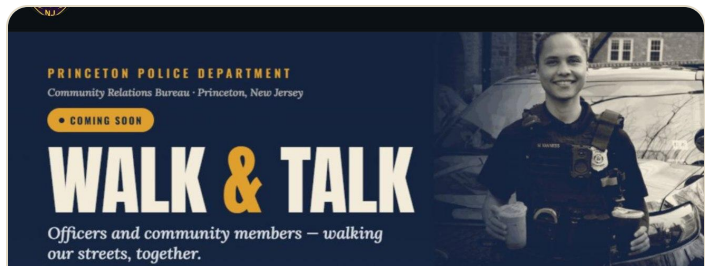
Officer Stoupas joined Hawks Game Camp to talk teamwork and engage with campers.



Princeton Farmers Market

JUNE 25

CRB returned to the market, bringing the Office of Emergency Management (OEM) to meet residents.



Walk & Talk — Program Announced

JUNE 25

Announced Walk & Talk, pairing officers and residents for neighborhood walks.



1/2

TRAFFIC-STOP AWARENESS

The Blue Envelope

A simple, voluntary tool that helps drivers on the autism spectrum communicate during a police traffic stop.

DRIVER IS ON THE AUTISM SPECTRUM

The Blue Envelope — Introduced

JUNE 29

A voluntary tool helping drivers on the autism spectrum communicate during traffic stops.



High School North (West Windsor-Plainsboro) — Community Event

JUNE 2026

Officer Martinez represented CRB at a community engagement event with students at High School North.



Citizens' Police Academy 2026

JUNE 2026

The 2026 Citizens' Police Academy came to a successful conclusion, giving residents a hands-on look at Princeton Police training.

ADDITIONAL ACTIVITY

Also This Month



New Jersey Special Olympics

JUNE 19

CRB came out to support the athletes of Special Olympics New Jersey.



Abandoned Bicycle Follow-Up

JUNE 30

Approximately 11 potentially abandoned bicycles tagged in the Witherspoon & Nassau Street area; follow-up scheduled for July 14.



Station Tour — Officer from Denmark

JUNE 30

CRB hosted a headquarters tour for a visiting law-enforcement officer from Denmark.



PRINCETON POLICE DEPARTMENT

DETECTIVE BUREAU

MONTHLY REPORT – JUNE 2026



CASES ASSIGNED
THIS MONTH

14



RUNNING OPEN
INVESTIGATIONS

26



CASES CLOSED
THIS MONTH

19

JUVENILE REPORT



JUVENILE PETITION

0



STATION HOUSE
ADJUSTMENT

0



CURB SIDE
WARNINGS

0

BACKGROUND INVESTIGATIONS

SOLICITOR
PERMIT



6

FIREARMS



6

IT



0

POLICE
OFFICER



0

MEGAN'S LAW
REGISTRATIONS



0

CROSSING
GUARDS



0



COMPARISON



CASES ASSIGNED

- June 2026: 14 cases assigned
- June 2025: 42 cases assigned
- YTD 2026: 178 cases assigned
- YTD 2025: 272 cases assigned



FIREARMS

- June 2026: 6
- June 2025: 10
- Total YTD 2026: 54
- Total YTD 2025: 55
- Permit to Carry June 2026: 0
- Permit to Carry June 2025: 0
- Permit to Carry YTD 2026: 7
- Permit to Carry YTD 2025: 7



AT A GLANCE



26

Running Open Investigations



19

Cases Closed This Month



14

Cases Assigned This Month



6

Firearms Processed
This Month



0

Juvenile Petitions



0

Station House Adjustments



0

Curb Side Warnings

ARRESTS

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>YTD</u>
<u>2026</u>	13	13	8	12	17	12							75
<u>2025</u>	12	11	10	11	14	11	20	11	15	24	14	13	166
<u>2024</u>	15	14	14	12	11	15	11	15	14	13	14	12	160
<u>2023</u>	11	11	16	16	13	15	17	17	8	8	9	9	150
<u>2022</u>	16	7	19	9	17	15	11	12	10	15	11	10	152
<u>2021</u>	5	9	4	4	4	6	8	11	11	11	17	10	100

POLICE CALLS FOR SERVICE

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>YTD</u>
<u>2026</u>	3,957	3,787	3,996	4,182	4,258	4,167							24,347
<u>2025</u>	2,971	3,135	3,116	3,688	3,401	3,311	3,285	3,130	3,302	3,182	3,114	3,228	38,863
<u>2024</u>	3,410	3,153	3,355	3,986	4,310	3,785	3,413	3,385	3,349	3,438	2,945	2,777	41,306
<u>2023</u>	3,116	2,989	3,011	2,925	3,335	2,897	2,617	2,737	2,899	2,969	2,700	2,655	34,850
<u>2022</u>	2,696	2,709	3,029	3,069	3,197	3,186	2,710	2,612	2,999	3,399	2,914	2,768	35,288
<u>2021</u>	1,772	1,760	2,193	2,301	2,582	2,569	2,658	2,865	3,048	3,133	2,770	2,494	30,145

JUNE OFFENSES

	<u>June 2021</u>	<u>June 2022</u>	<u>June 2023</u>	<u>June 2024</u>	<u>June 2025</u>	<u>June 2026</u>	<u>YTD 2026</u>
Assault/Aggravated	0	0	1	0	2	0	5
Assault/Simple	2	2	3	4	2	2	32
Burglary	2	2	1	2	0	2	4
Burglary to Vehicle	1	1	3	0	8	0	2
Criminal Mischief	8	6	5	7	4	11	37
CDS Possession – Marijuana	0	1	0	0	0	0	0
CDS Possession – Heroin	0	0	0	0	0	0	2
DUI	0	4	5	2	5	3	16
Robbery	1	0	0	2	0	0	1
Sexual Assault	0	0	0	1	0	0	4
Theft	8	14	20	16	16	8	57
TOTAL	22	30	38	34	37	26	160

JUNE NON-CRIMINAL INCIDENTS

NON-CRIMINAL INCIDENTS	June 2021	June 2022	June 2023	June 2024	June 2025	June 2026	YTD 2026
Alarms Auto	2	0	2	0	0	1	3
Alarms Burglar	0	0	0	0	2	0	1
Alarms Commercial Burglar	23	64	29	25	39	19	107
Alarms Commercial Fire	22	22	27	25	45	33	182
Alarms Fire	4	2	3	2	1	7	17
Alarms Medical	13	7	14	9	17	15	90
Alarms Other	5	3	4	7	6	9	40
Alarms Panic	2	5	2	8	4	2	19
Alarms Residential Burglar	46	33	49	50	51	28	188
Alarms Residential Fire	21	18	14	36	23	16	91
Animal Complaints	39	33	38	33	24	22	107
Emotionally Disturbed Person	6	23	25	21	11	17	86
Fire (Other) Gas, Odor of Smoke	9	7	8	20	23	14	78
Fire Commercial	1	0	0	0	1	0	4
Fire Dwelling	0	0	0	0	0	2	4
Fire Vehicle	0	1	0	0	0	1	2
Firearms Applicant	7	10	3	6	9	6	55
Foot Patrol	86	101	56	51	89	49	367
Medical Call	148	143	144	164	161	143	1142
Missing Person	0	5	4	3	6	4	15
Motor Vehicle Stop	128	471	486	520	409	980	4739
MVC Involving Injury	7	10	6	8	11	5	41
MVC No Injury	46	37	43	57	52	58	303
MVC No Report	5	4	5	4	12	5	51
MVC With Bicycle/E-Bike/E-Moto	1	0	0	2	2	1	9
MVC With Deer	3	1	2	3	4	2	12
MVC With Pedestrian	0	0	0	1	3	1	2
Noise Complaint	17	41	22	34	19	23	126
School Crossing	115	57	92	6	10	30	118
School Detail	9	107	1	35	21	30	326
Urinating in Public	0	0	2	0	0	1	3
Non-Criminal – TOTAL	765	1,205	1,081	1,130	1,055	1524	8328

JUNE SUMMONSES

<u>SUMMONS TYPE</u>	<u>June 2021</u>	<u>June 2022</u>	<u>June 2023</u>	<u>June 2024</u>	<u>June 2025</u>	<u>June 2026</u>	<u>YTD 2026</u>
All Other (ordinances/moving)	30	92	106	108	80	211	904
Careless Driving	28	28	25	31	37	36	211
Cell Phone	1	7	4	4	1	6	14
Driving While Intoxicated	0	4	5	2	5	3	17
Driving While Suspended	2	7	11	12	14	16	84
Failure to Exhibit Documents	0	11	16	6	9	10	60
Failure to Inspect	0	7	13	12	6	29	96
Failure to Wear Seatbelt	2	0	4	2	0	1	14
Failure to Yield to Pedestrian in Crosswalk	0	5	0	2	1	8	28
Maintenance of Lamps	0	2	1	6	3	12	51
Speeding	27	29	48	57	20	139	570
Uninsured Motorist	0	12	6	6	4	6	28
Unlicensed Driver	7	6	3	10	5	9	47
Unregistered Vehicle	5	43	32	54	41	64	338
Total Summonses	100	253	274	312	226	550	2462

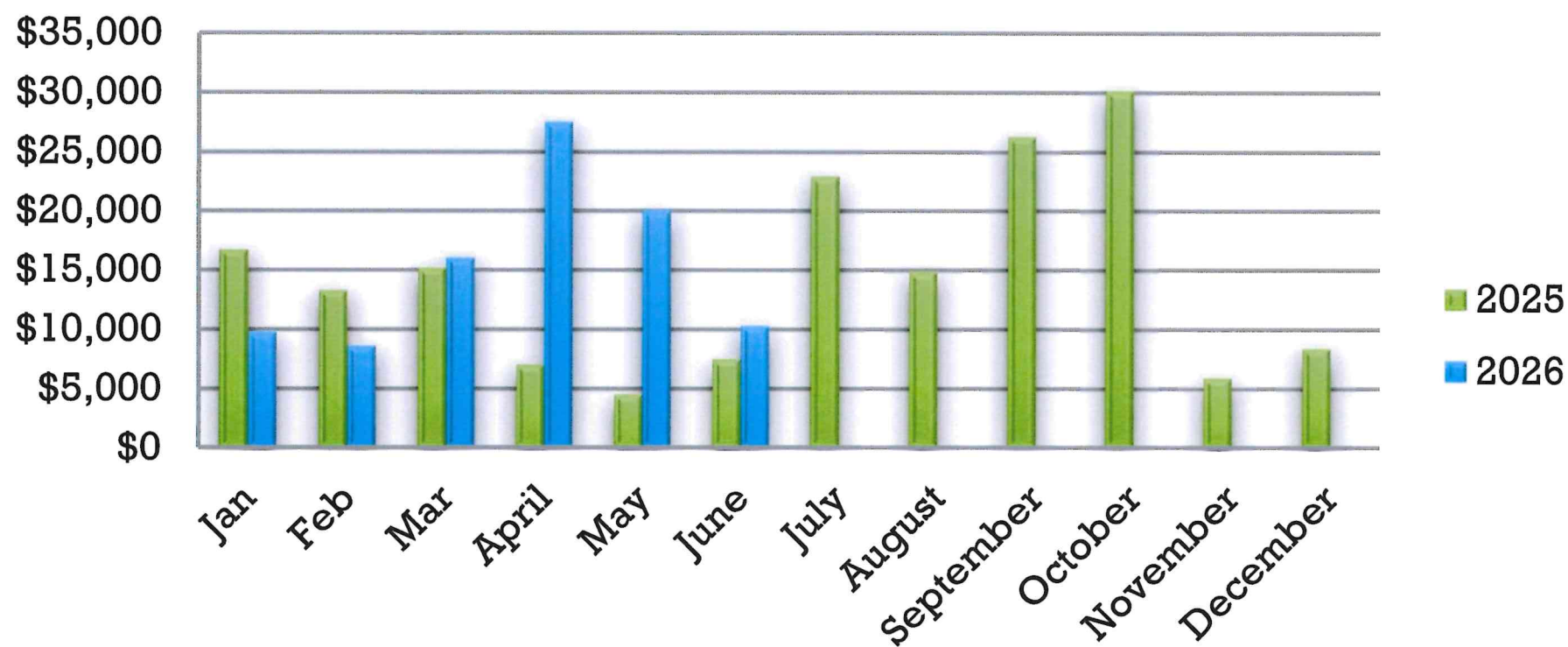
JUNE PARKING VIOLATIONS

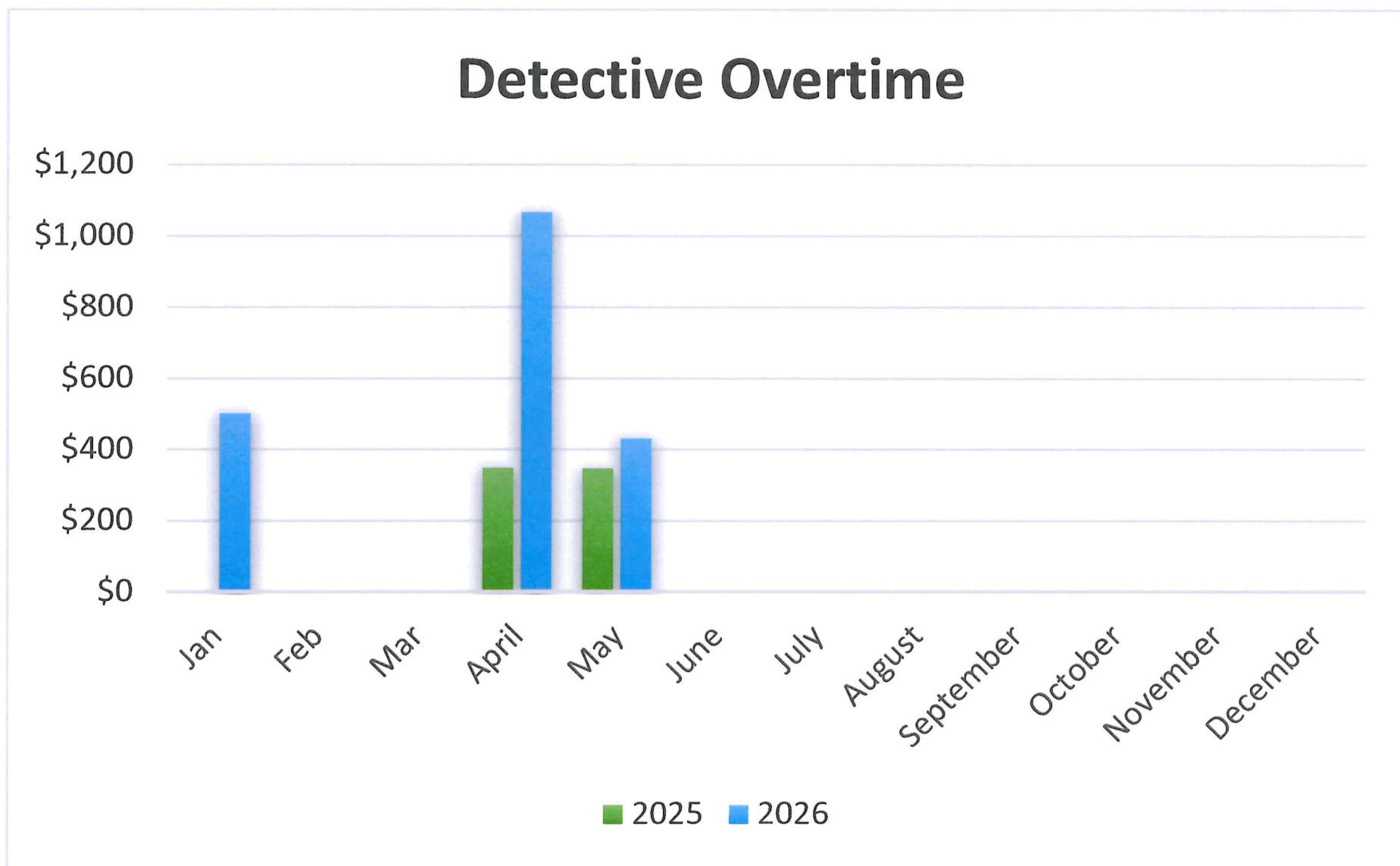
<u>PARKING ORDINANCE</u>	<u>June 2021</u>	<u>June 2022</u>	<u>June 2023</u>	<u>June 2024</u>	<u>June 2025</u>	<u>June 2026</u>	<u>YTD 2026</u>
Bus Zone	1	0	0	3	0	0	1
Loading Zone	76	72	89	84	83	73	504
Parking Within Designated Parking Stalls	4	20	13	11	16	11	166
No Parking Zones/Anytime	33	41	41	39	73	37	420
Park Between 2AM & 6AM 1hr Limit	0	0	277	169	86	114	686
Parking Limit 2 hrs. Between 8AM & 6PM	116	56	11	72	2	26	301
Park Between 2AM & 6AM in Municipal Yard	0	0	0	2	0	0	0
Meters	835	1856	1211	314	1434	670	6089
Meter Feeding	0	3	0	3	0	0	1
Parking in Handicap Space	3	2	2	0	2	0	12
All Others	101	85	43	100	98	200	768
Total - Parking Violations	1169	2135	1687	797	1794	1131	8948

JUNE ORDINANCE VIOLATIONS

<u>ORDINANCE VIOLATION</u>	<u>June 2021</u>	<u>June 2022</u>	<u>June 2023</u>	<u>June 2024</u>	<u>June 2025</u>	<u>June 2026</u>	<u>YTD 2026</u>
Bicycles/Skateboards Prohibited	0	0	0	0	5	0	
Consumption of Alcohol in Park	0	0	0	0	0	0	
Construction After Hours	0	0	0	0	0	0	
Disorderly Conduct	0	0	0	0	0	0	
Disregard of Road Closure	0	0	0	0	0	0	
Dog Without a Leash	0	0	0	0	0	0	
False Alarm – 2 nd Offense	4	1	1	0	0	1	
False Alarm – 3 rd Offense	2	0	0	0	0	0	
False Alarm – 4 th Offense	0	0	0	0	0	0	
Failure to Register Alarm	2	4	1	1	1	6	
Failure to Remove Snow	0	0	0	0	0	0	
Idling Vehicle	0	0	0	0	0	0	
In Park After Hours	1	0	0	0	0	0	
Left Turn Prohibited	0	0	0	0	0	0	
Littering	0	0	0	0	0	1	
Noise Complaint	0	0	0	0	0	0	
No U-turn	0	0	0	0	0	0	
Open Container	0	0	2	0	3	4	
Other	0	0	0	0	0	0	
Overweight Vehicle	1	3	0	2	0	2	
Urinating in Public	0	0	0	0	0	1	
TOTAL	10	8	4	3	9	15	

Patrol Overtime







Princeton Police Department

1 Valley Road, Princeton, NJ 08540

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

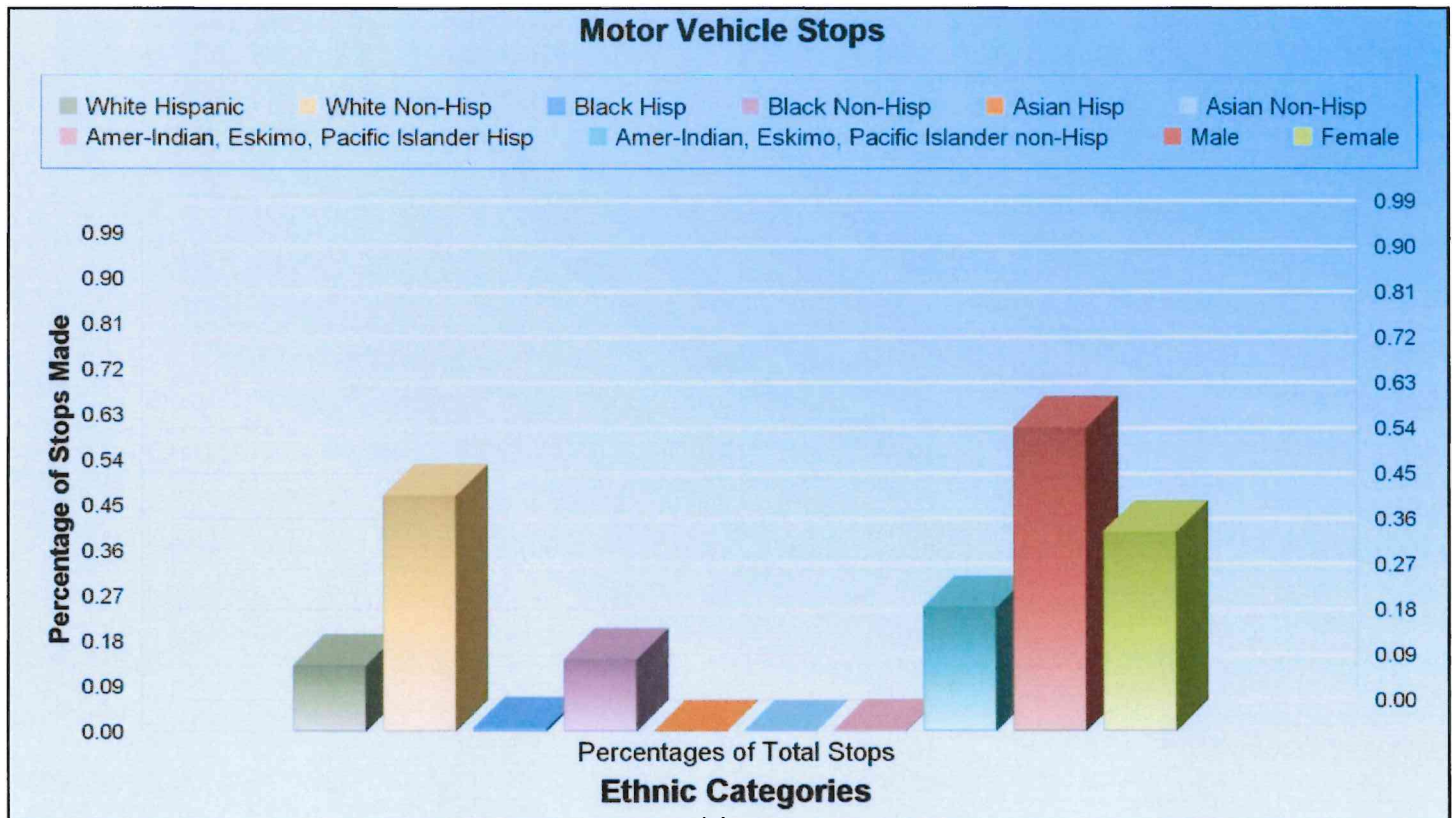
Gender & Ethnicity Report - MV Stops

Total MV Stops: 980

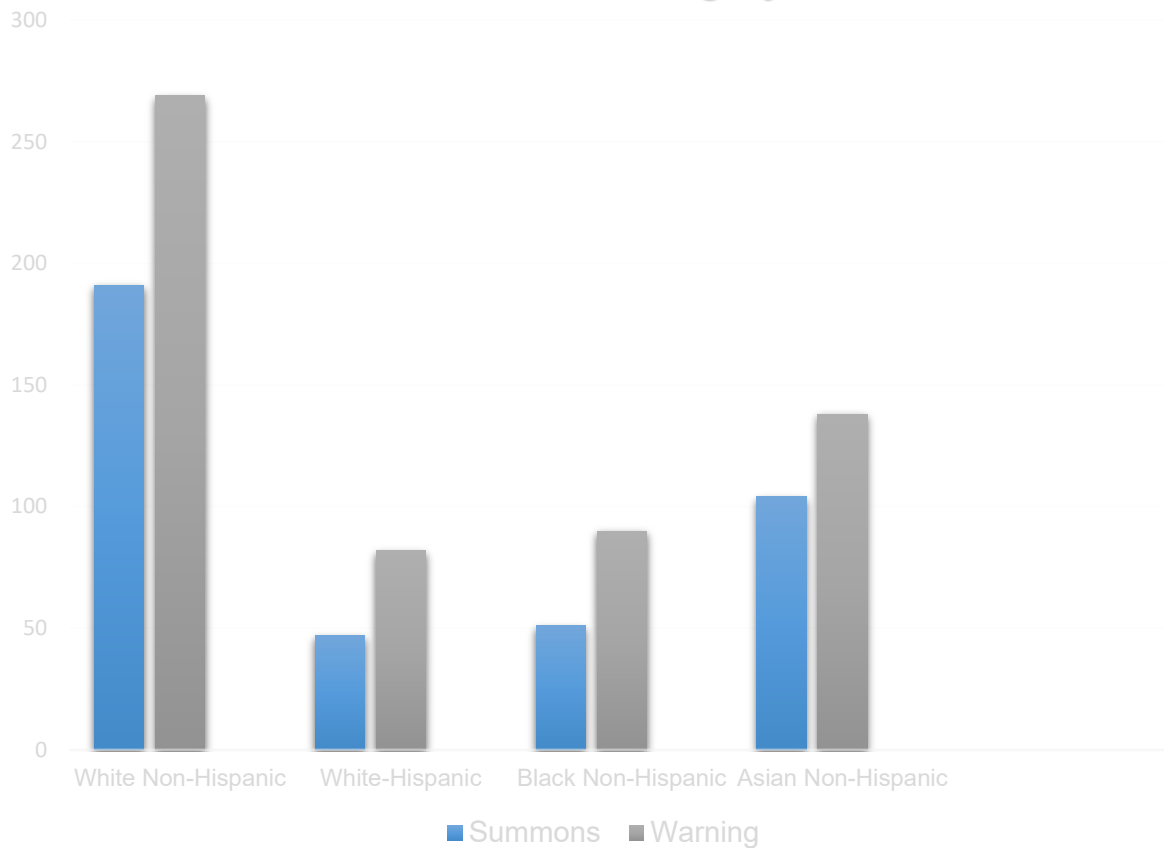


Gender / Ethnic breakdown shown in percentages of overall number of MV Stops

Race Code	Total #	Percentage
White Hisp.	129	13.16%
White Non Hisp.	460	46.94%
Black Hisp.	6	0.61%
Black Non-Hisp.	141	14.39%
Native Amer/Eskimo Hisp.	0	0.00%
Native Amer/Eskimo Non-Hisp.	0	0.00%
Asian Hisp.	2	0.20%
Asian Non-Hisp	242	24.69%
Male	591	60.31%
Female	389	39.69%



JUNE 2026 Summons vs. Warning by Race



Native American or Eskimo – a person having origins in any of the original peoples of the Americas and maintaining cultural identification through tribal affiliations or community recognition.

Asian or Pacific Islander – a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent or the Pacific Islands.

Black – a person having origins in any of the black racial groups of Africa

White – a person having origins in any of the original peoples of Europe, North Africa, or Middle East

PRINCETON POLICE DEPARTMENT
JUNE YEAR-TO-DATE (2021 to 2026) MVC Report

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<u>VEHICLES INVOLVED</u>	461	505	625	638	640	622	<u>ROAD CONDITIONS</u>						
							Dry:	220	236	292	286	292	288
<u>INJURIES INVOLVED</u>	44	39	62	51	60	45	Wet:	24	38	45	49	37	20
							Snow:	14	4	0	11	14	27
<u>CRASHES WITH INJURIES</u>	37	35	45	43	54	41	Ice:	1	8	1	4	3	7
							Other:	0	1	0	0	0	2
<u>PROPERTY DAMAGE CRASHES</u>	35	36	46	25	31	24	<u>TOTAL:</u>	259	287	338	350	346	344
							<u>CRASHES INVOLVING DEER</u>	15	12	9	14	12	12
							<u>SUMMONS ISSUED</u>	192	292	21	300	318	301
<u>DAYLIGHT/DARKNESS</u>													
Daylight:	213	220	280	298	282	292	<u>CRASHES INVOLVING PEDESTRIANS</u>						
Darkness:	46	67	58	52	64	52	Injury:	9	5	2	9	13	2
Unknown:	0	0	0	0	0	0	Non-Injury:	0	0	1	0	1	0
<u>TOTAL:</u>	259	287	338	350	346	344	Fatal:	0	0	0	0	0	0
							Other:	0	0	0	0	0	1
<u>NUMBER OF CRASHES BY DAY</u>													
Unknown:	0	0	0	0	0	0	<u>CRASHES INVOLVING BICYCLISTS</u>						
Monday:	35	33	55	38	61	42	Injury:	1	2	6	5	6	6
Tuesday:	50	51	57	63	64	49	Non-Injury:	0	0	0	2	0	0
Wednesday:	35	49	42	61	46	43	Fatal:	0	0	0	0	0	0
Thursday:	34	47	69	71	49	55	E-Bike -Injury	0	0	0	0	0	1
Friday:	42	51	67	54	69	57	E-Bike - No Injury	0	0	0	0	0	1
Saturday:	38	35	18	34	38	53							
Sunday:	25	21	30	29	19	45							
<u>TOTAL:</u>	259	287	338	350	346	344	<u>CRASHES INVOLVING MOTORCYCLES</u>						
							Injury:	0	1	2	0	3	2
<u>TIMES OF DAY</u>							Non-Injury:	0	0	0	0	0	0
0001 - 0100:	0	4	1	6	1	4	E-Moto - Injury	0	0	0	0	0	1
0101 - 0200:	3	3	0	2	2	3	E-Moto -No Injury	0	0	0	0	0	0
0201 - 0300:	0	5	2	2	1	3	<u>E-Moto - Fatal 26-15259</u>	0	0	0	0	0	1
0301- 0400:	0	0	0	1	0	0							
0401 - 0500:	0	0	1	1	2	2							
0501 - 0600	0	2	3	4	4	2							
0601 - 0700:	1	4	6	5	3	5							
0701 - 0800:	11	16	13	17	14	18	<u>FATAL CRASHES</u>	0	0	0	0	1	1
0801 -0900:	10	17	24	27	23	28							
0901 - 1000:	15	12	18	24	15	22							
1001 - 1100:	14	20	13	26	15	18							
1101 - 1200:	25	17	19	20	20	19							
1201 - 1300:	25	16	24	22	33	30							
1301 - 1400:	28	20	23	30	32	20	<u>PRIVATE PROPERTY LOCATIONS</u>	29	51	26	26	35	44
1401 - 1500:	26	19	32	27	24	25							
1501 - 1600:	19	37	32	34	33	32	<u>WEATHER CONDITIONS</u>						
1601 - 1700:	19	18	36	30	30	26	Overcast:	38	3	0	2	1	0
1701 - 1800:	20	23	32	21	35	25	Snow:	13	10	2	13	14	26
1801 - 1900:	14	13	14	15	21	16	Rain:	12	21	30	30	23	13
1901 - 2000:	9	17	21	13	14	15	Clear:	196	253	306	305	308	305
2001 - 2100:	9	8	9	10	9	11	<u>TOTAL:</u>	259	287	338	350	346	344
2101 - 2200:	4	8	5	6	8	10							
2201 - 2300:	5	5	5	5	6	4							
2301 - 2400:	2	3	5	2	1	6							
Unknown:	0	0	0	0	0	0							
<u>TOTAL:</u>	259	287	338	350	346	344							

USE OF FORCE

2026

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

January	26-03182 (SOF)
February	-
March	-
April	-
May	-
June	-
July	
August	
September	
October	
November	
December	

(These totals do not reflect the NJSP NIBRS criteria, totals are Princeton Police policy totals only.)



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: 0122

Agenda Date: 7/27/2026

Agenda #: 1.

A Proclamation Honoring Sandra Webb on the Occasion of Her Retirement



Proclamation

Office of the Mayor
Municipality of Princeton

A PROCLAMATION HONORING SANDRA WEBB ON THE OCCASION OF HER RETIREMENT

WHEREAS, the Municipality of Princeton is proud to recognize Sandra Webb, Chief Financial Officer for the Municipality of Princeton, for her dedication to public service on the occasion of her retirement; and

WHEREAS, Sandy began her career with the former Borough of Princeton on February 7, 2000 in the role of Assistant Administrator; and

WHEREAS, throughout her distinguished career, Sandy was appointed as Chief Financial Officer on February 1, 2008, and Tax Collector in March of 2012, notably holding all three positions simultaneously during 2012, before being appointed Chief Financial Officer for the newly consolidated Municipality of Princeton on January 1, 2013; and

WHEREAS, among her many contributions to the Municipality, Sandy played an instrumental role in the historic consolidation of the former Borough and Township of Princeton, guiding the successful integration of financial systems, budgets, and operations, and exemplifying the dedication and professionalism that have defined her career in public service; and

WHEREAS, Sandy's retirement from the Municipality of Princeton will be effective August 1st, 2026; and

WHEREAS, Sandy has dedicated over 26 years to serving the Municipality of Princeton; and

WHEREAS, Sandra Webb has served the community of Princeton with pride, and upon the occasion of her retirement, is deserving of recognition and the highest commendation.

NOW, THEREFORE, BE IT RESOLVED, I, Mark Freda, Mayor of Princeton and the Council of Princeton, County of Mercer, State of New Jersey, extend the Municipality's humble expression of appreciation and sincerest congratulations, to Sandra Webb. We offer our best wishes for a long, happy, and healthy retirement.

GIVEN UNDER MY HAND AND SEAL
THIS 27th DAY OF JULY 2026

MARK FREDA
Mayor



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: 0123

Agenda Date: 7/27/2026

Agenda #: 2.

A Proclamation Honoring Brian Maher on the Occasion of His Retirement



Proclamation

Office of the Mayor
Municipality of Princeton

A PROCLAMATION HONORING BRIAN MAHER ON THE OCCASION OF HIS RETIREMENT

WHEREAS, the Municipality of Princeton is proud to recognize Brian Maher, Foreman in the Department of Public Works, for his dedication to public service on the occasion of his retirement; and

WHEREAS, Brian began his career with the former Borough of Princeton on August 19th, 1996 in the role of Temporary Maintenance in the Department of Public Works; and

WHEREAS, Brian advanced through the ranks of the Department of Public Works, serving in multiple maintenance positions before being promoted to Foreman on May 4th, 2015; and

WHEREAS, Brian's commitment to service extended beyond the Municipality through volunteer humanitarian efforts in Peru, Africa, and Ecuador, where he generously volunteered his time and talents to community construction projects and efforts to improve access to clean water;

WHEREAS, Brian's retirement from the Municipality of Princeton will be effective August 1st, 2026; and

WHEREAS, Brian has dedicated over 29 years to serving the Municipality of Princeton; and

WHEREAS, Brian Maher has served the community of Princeton with pride, and upon the occasion of his retirement, is deserving of recognition and the highest commendation.

NOW, THEREFORE, BE IT RESOLVED, I, Mark Freda, Mayor of Princeton and the Council of Princeton, County of Mercer, State of New Jersey, extend the Municipality's humble expression of appreciation and sincerest congratulations, to Brian Maher. We offer our best wishes for a long, happy, and healthy retirement.

GIVEN UNDER MY HAND AND SEAL
THIS 27th DAY OF JULY 2026

MARK FREDA
Mayor



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: 0124

Agenda Date: 7/27/2026

Agenda #: 3.

A Proclamation Honoring Gregory Pfaff on the Occasion of His Retirement



Proclamation

Office of the Mayor
Municipality of Princeton

A PROCLAMATION HONORING GREGORY PFAFF ON THE OCCASION OF HIS RETIREMENT

WHEREAS, the Municipality of Princeton is proud to recognize Gregory Pfaff, Maintenance III in the Department of Public Works, for his dedication to public service on the occasion of his retirement; and

WHEREAS, Greg began his career with the former Borough of Princeton April 30th, 2001 in the role of Maintenance I in the Department of Public Works; and

WHEREAS, through his work in the Department of Public Works, Greg played an important behind-the-scenes role in maintaining the operations that enable municipal government to serve the Princeton community; and

WHEREAS, Greg's work supported the Municipality through periods of significant organizational change, including the historical consolidation of the former Borough and Township by helping departments transition into unified facilities; and

WHEREAS, Greg's retirement from the Municipality of Princeton will be effective August 1st, 2026; and

WHEREAS, Greg has dedicated 25 years to serving the Municipality of Princeton; and

WHEREAS, Gregory Pfaff has served the community of Princeton with pride, and upon the occasion of his retirement, is deserving of recognition and the highest commendation.

NOW, THEREFORE, BE IT RESOLVED, I, Mark Freda, Mayor of Princeton and the Council of Princeton, County of Mercer, State of New Jersey, extend the Municipality's humble expression of appreciation and sincerest congratulations, to Gregory Pfaff. We offer our best wishes for a long, happy, and healthy retirement.

GIVEN UNDER MY HAND AND SEAL
THIS 27th DAY OF JULY 2026

MARK FREDA
Mayor



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: ORD 26-27

Agenda Date: 7/27/2026

Agenda #: 1.

An Ordinance by the Municipality of Princeton Regulating Parking on Hun Road, and Amending Chapter 11 of the “Code of the Township of Princeton, New Jersey, 1968” (Public Hearing August 10, 2026)- Roll Call



MUNICIPALITY ^{of} PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council
From: James J. Purcell, PE, *Assistant Municipal Engineer*
Subject: Hun Road Parking Restrictions – Ordinance Amendment
Date: July 22, 2026

Attached for introduction at the July 27, 2026 Council meeting is an ordinance to amend parking regulations on Hun Road.

The Hun School of Princeton requested assistance in managing student parking on Hun Road in proximity to the school, as Hun Road currently has no parking restrictions. Despite the school's efforts in educating students to be respectful of the neighborhood and park safely, students were parking on both sides of the road. Hun Road is narrow and has a maximum width of 24 feet. When vehicles are parked on both sides of the road, the travel width is reduced to eight to ten feet, making passage by most vehicles difficult if not impossible. In response to this, the Police Department temporarily banned parking on Hun Road under an emergency order at the end of the 2025-2026 school year.

The ordinance for introduction prohibits parking on one side of Hun Road, similar to the restriction on the adjacent Russell Road. This proposal was considered by the Traffic Safety Committee and the Infrastructure & Operations Committee after the Engineering Department consulted with the Police Department and the Fire Department. In determining where this restriction would be effective, the width of the roadway was evaluated for safe emergency vehicle passage, and the primary direction of travel was considered. The consensus was that parking would continue to be allowed on one side of the road with vehicles parking on the right-hand side when traveling from south to north (the even numbered property side).

Please contact me with any questions regarding this matter.

ORDINANCE #2026-27

**An Ordinance by the Municipality of Princeton
Regulating Parking on Hun Road, and Amending
Chapter 11 of the “Code of the Township of
Princeton, New Jersey, 1968”**

WHEREAS, Hun Road is a two-way residential street that is less than twenty-four feet wide; and

WHEREAS, currently motor vehicles can park on both sides of Hun Road, restricting the width of the street available for through traffic; and

WHEREAS, accordingly, there is insufficient width when motor vehicles are parked on both sides of Hun Road to allow for passage of most vehicles; and

WHEREAS, in order to ensure the health, safety, and welfare of the public, parking restrictions on Hun Road are necessary.

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

Section 1. No parking zones amended. Chapter 11, “Motor Vehicles and Traffic,” of the “Code of the Township of Princeton, New Jersey, 1968,” is amended by adding the existing list of streets in the former Township of Princeton on which parking is prohibited at any time one side of Hun Road, and as follows (new text is underlined thus; deleted text is in brackets [thus]).

Sec. T11-12 At any time.

No person shall park any vehicle on any of the following streets or parts of streets at any time:

Hun Road, odd-numbered side, entire length

Section 2. Signage. The appropriate signs shall be posted to implement the requirements of this ordinance.

Section 3. Repealer. All ordinances or resolutions or parts thereof inconsistent with this ordinance are repealed to the extent of such inconsistency.

Section 4. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

Section 5. Effective date. This ordinance shall take effect on August 24, 2026.

Dawn M. Mount, Clerk

Hon. Mark Freda, Mayor

STATEMENT OF PURPOSE: The purpose of this ordinance is to amend Princeton's traffic regulations in the "Code of the Township of Princeton, New Jersey, 1968" by prohibiting parking on one side of the entire length of Hun Road.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: ORD 26-28

Agenda Date: 7/27/2026

Agenda #: 2.

An Ordinance by the Municipality of Princeton Regulating Parking on Walnut Lane and Guyot Avenue and Amending Chapter 11 of the “Code of the Township of Princeton, New Jersey, 1968” and Amending Chapter 19 of the “Code of the Borough of Princeton, New Jersey, 1974” (Public Hearing August 10, 2026)- Roll Call



MUNICIPALITY OF PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council
From: James J. Purcell, PE, *Assistant Municipal Engineer*
Subject: Walnut Lane and Guyot Avenue Parking – Ordinance Amendment
Date: July 22, 2026

Attached for introduction at the July 27, 2026 Council meeting is an ordinance to modify on-street parking for faculty and staff, school bus pick-up and drop-off zone, and parent pick-up and drop-off zone for the Princeton Middle School along Walnut Lane and Guyot Avenue.

The construction of the improvements at Princeton Middle School will result in disruption of the parking for teachers and staff and student drop-off and pick-up, and a future need for additional teacher and staff parking. The current faculty and staff parking area will be utilized for construction, and school administration has rearranged the entrances and exits to the school in order to avoid conflicts between the construction activities and academic activities. This rearrangement necessitates the requested change of the student arrivals and departures logistics.

The Princeton Planning Board, as a condition of approval of the improvements at Princeton Middle School, directed Princeton Public Schools (PPS) to work with municipal staff to implement traffic safety improvements associated with the improvements. Engineering staff met with the PPS business administrator, PMS principal, the project construction manager, and other PPS staff to discuss the operational changes during construction and proposed modifications that would lead to safe access to the school. Following that discussion, PPS submitted a formal request for permanent changes to the parking and drop-off / pick-up locations.

The plan for staff and faculty parking and student drop-off and pick-up was reviewed by municipal staff, by the Traffic Safety Committee, and by the Infrastructure & Operations Committee. Parking on Guyot Avenue for a distance west of Walnut Lane and in front of PMS will be restricted to faculty and staff and buses in specific areas. The student drop-off and pick-up area along Walnut Lane adjacent to PMS will be rearranged to facilitate safer student circulation and access to the school building wings.

Proposed changes are:

- Designation of a portion (70 feet) of Guyot Avenue west of Walnut Lane for PMS faculty and staff parking during school hours
- Designation of a portion (291 feet) of Guyot Avenue east of Walnut Lane for PMS faculty and staff parking during school hours
- Designation of a portion (60 feet) of Guyot Avenue east of Walnut Lane and east of the faculty and staff parking for school bus only parking to accommodate after-school athletic programs
- Designation of a portion (120 feet) of the current school bus only zone as a student drop-off and pick-up zone during school hours
- Designation of the current student drop-off and pick-up zone as a school bus only zone in addition

to a portion of the current school bus only zone (490 feet)

- Designation of two accessible parking spaces on Guyot Avenue adjacent to but 25 feet from the mid-block crosswalk between the school northerly entrance and the north school parking lot to replace the current accessible spaces within the restricted crosswalk clear zone

The proposed parking and drop-off / pick-up zones are shown in the following graphic, where green represents faculty and staff parking, light blue is student drop-off / pick-up zone, orange is bus zone, and dark blue is accessible parking:



Please feel free to contact me if you have any questions.

ORDINANCE #2026-28

**An Ordinance by the Municipality of Princeton
Regulating Parking on Walnut Lane and Guyot
Avenue, and Amending Chapter 11 of the “Code
of the Township of Princeton, New Jersey, 1968”
and Chapter 19 of the “Code of the Borough of
Princeton, New Jersey, 1974”**

WHEREAS, Princeton Public Schools has adopted a capital improvement program involving several schools, including Princeton Middle School; and

WHEREAS, due to improvements at Princeton Middle School, Princeton Public Schools requested modifications to parking for teachers and staff and student drop off and pick up on Guyot Avenue and Walnut Lane; and

WHEREAS, municipal staff, the Traffic Safety Committee and the Infrastructure & Operations Committee recommend that the requested modifications be adopted by ordinance at this time.

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

Section 1. Restricted parking spaces amended. Chapter 11, “Motor Vehicles and Traffic,” of the “Code of the Township of Princeton, New Jersey, 1968” (“Township Code”), is hereby amended by revising subsection T11-11.1(a) as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. T11-11.1 Restricted parking spaces.

- (a) No person shall park a vehicle in the following designated restricted parking spaces, unless said person has been issued a special vehicle identification card, pursuant to N.J.S.A. 39:4-205, by the New Jersey Motor Vehicle Commission and unless said person is either the driver or a passenger in that vehicle:

Community Park North. Two spaces, one in the northeast corner of said lot, closest to the existing pedestrian path and one in the northwest corner of said lot closest to the existing restrooms.

Community Park South. Two spaces located on the north side, one space located at the westerly most end of said lot and one space located at the easterly most end of said lot.

Franklin Avenue. One space located on the southern side abutting property known as 391 Franklin Avenue starting at a point 645 feet west from the westerly curblane of Leavitt Lane and extending a distance of 20 feet therefrom.

Guyot Avenue. South side, two spaces, from a point 236 feet of the easterly curblane of Walnut Lane, extending 18 feet east and from a point 312 feet of the easterly curblane of Walnut Lane, extending 18 feet east.

Jefferson Road. Jefferson Road, east side, two spaces directly in front of house numbers 77 and 79.

Leigh Avenue, south side, one space beginning at a point 106 feet west of the westerly curblane of Witherspoon Street.

Princeton Municipal Complex Parking Lots. Four spaces located in north parking lot closest to police building entrance, four spaces located in south parking lot closest to the Community Room building entrance, and three spaces closest to the Community Park Pool entrance.

Valley Road Building front parking lot. Three spaces utilizing entire lot.

Valley Road Building parking lot. One space in visitors' lot closest to Witherspoon Street.

Witherspoon Street. East side, two spaces opposite intersection with Birch Avenue.

Section 2. Section T11-11.2 Repealed. Chapter 11 of the Township Code is amended by repealing section T11-11.2 thereof, entitled “Handicapped drop-off zones.”

Section 3. School pick up/drop off area amended. Chapter 11 of the Township Code is hereby amended by revising section T11-17.2 as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. T11-17.2 School days — Pick up/drop off area.

No person shall park any vehicle nor allow any vehicle to be unattended on any of the following streets or parts of streets on any day when public schools are in session between the hours of 8:00 a.m. and 4:00 p.m. other than to pick up or drop off a student.

Magnolia Lane. East side, in front of the Littlebrook School.

[Walnut Lane. East side, from a point 350 feet south of the intersection of Walnut Lane and Guyot Avenue extending south to the intersection of Walnut Lane and Franklin Avenue.]

Walnut Lane. East side from a point 50 feet south of the southerly curblin of Guyot Avenue extending 120 feet south therefrom.

Section 4. Parking in school bus zone amended. Chapter 11 of the Township Code is hereby amended by revising section T11-17.3 as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. T11-17.3 School days — School bus zone.

No person shall park any vehicle or leave any vehicle unattended on any of the following streets or parts of streets on any day when public schools are in session, between the hours of 8:00 a.m. and 4:00 p.m., except for school buses.

[Walnut Lane. East side from a point 50 feet from the intersection of Walnut Lane and Guyot Avenue extending 350 feet south therefrom.]

Walnut Lane. East side, from a point 170 feet south of the southerly curblin of Guyot Avenue extending 660 feet south therefrom.

Section 5. Parking in school bus zone amended. Chapter 11 of the Township Code is hereby amended by revising section T11-17.4 as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. T11-17.4 School days — Additional school bus zone.

No person shall park any vehicle or leave any vehicle unattended on any of the following streets or parts of streets on any day when public schools are in session, between the hours of 8:00 a.m. and 7:00 p.m., except for school buses.

Guyot Avenue. South side from a point 420 feet of the easterly curblin of Walnut Lane, extending 60 feet east therefrom. [the handicapped parking area adjacent to the John Witherspoon School to said school's driveway entrance onto Guyot Avenue.]

Section 6. Parking during school hours amended. Chapter 11 of the Township Code is hereby amended by revising section T11-18 as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. T11-18 School days — 8:00 a.m. to 3:15 p.m.

No person shall park any vehicle except school buses on any of the following streets or parts of streets, on any day during which public schools are in session, between the hours of 8:00 a.m. and 3:15 p.m.

[Guyot Avenue. Southerly side, between a point 400 feet west of the westerly line of Linden Lane and a point 40.5 feet westerly of such first mentioned point.]

Prospect Avenue. Northerly side, between the corner of Riverside Drive West to a point 550 feet easterly therefrom.

Section 7. Parking during school drop off/pick up amended. Chapter 11 of the Township Code is hereby amended by revising section T11-19 as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. T11-19 School days — 8:00 a.m. to 9:00 a.m. and 2:15 p.m. to 3:15 p.m.

No person shall park any vehicle on any of the following streets or parts of streets, on any day when public schools are in session, between the hours of 8:00 a.m. and 9:00 a.m. or between the hours of 2:15 p.m. and 3:15 p.m.:

Grover Avenue. Both sides, between Clearview Avenue and Terhune Road.

[Guyot Avenue. Southerly side, between the westerly line of Linden Lane and a point 400 feet west of such line of Linden Lane, and between a point 440.5 feet west of such line of Linden Lane and the easterly curb line of Walnut Lane.]

Section 8. Princeton High School/Westminster Choir College Neighborhood Permit Parking District – restrictions amended. Chapter 19, “Motor Vehicles and Traffic,” of the “Code of the Borough of Princeton, New Jersey, 1974” (“Borough Code”), is hereby amended by revising subsections B19-37(e) and (g) as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. B19-37 Princeton High School/Westminster Choir College Neighborhood Permit Parking District.

- (e) Designation of permitted parking areas for high school parking. From September 1 to June 30 of each year, excepting Saturdays, Sundays and legal holidays, parking on the streets or parts of streets, and parking yards, below shall be prohibited, except to vehicles which display decals issued pursuant to this ordinance:

Name of Street	Hours	Sides	Location
Franklin Avenue	7:00 a.m. to 3:00 p.m.	South	From the east curb line of Walnut Lane to a point 400 feet east
Guyot Avenue	7:00 a.m. to 3:00 p.m.	South	[Between Moore Street and Walnut Lane] <u>From the east curblane of Moore Street to a point 400 feet east</u>
Westminster Parking Yard	7:00 a.m. to 4:00 p.m.		Pursuant to § B19-37C

- (g) High school faculty, staff/guest parking. In addition to the permits authorized above, Princeton High School administration may issue special placards to permit parking for faculty, staff and guests on the streets or parts of streets listed below.

Guyot Avenue, south side, from a point 70 feet west of the westerly curblane of Walnut Lane to a point 140 feet west

Guyot Avenue, south side, from a point 35 feet east of the easterly curblane of Walnut Lane to a point 236 feet east, and from a point 330 feet east of the easterly curblane of Walnut Lane to a point 90 feet east

Houghton Road, south side, between Moore Street and Walnut Lane

Franklin Avenue, south side, between Moore Street and a point 40 feet easterly of the extension of the easterly curb line of Harris Road

Moore Street, west side, from a point 55 feet north of the extended north curb line of Houghton Road to a point 68 feet south of the south curb line of Franklin Avenue

Walnut Lane, east side, between Houghton Road and Franklin Avenue, 9:00 a.m. to 1:30 p.m. only

Section 9. Signage. The appropriate signs shall be posted to implement the requirements of this ordinance.

Section 10. Repealer. All ordinances or resolutions or parts thereof inconsistent with this ordinance are repealed to the extent of such inconsistency.

Section 11. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

Section 12. Effective date. This ordinance shall take effect on August 24, 2026.

Dawn M. Mount, Clerk

Hon. Mark Freda, Mayor

STATEMENT OF PURPOSE: The purpose of this ordinance is to amend Princeton's traffic regulations in the "Code of the Township of Princeton, New Jersey, 1968" and "Code of the Borough of Princeton, New Jersey, 1974" by amending the parking and drop off / pick up regulations in the vicinity of the Princeton Middle School, and specifically on Walnut Lane and Guyot Avenue.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: ORD 26-29

Agenda Date: 7/27/2026

Agenda #: 3.

An Ordinance by the Municipality of Princeton Updating Public Parking Fees and Regulations Related Thereto, and Amending Chapter 19 of the “Code of the Borough of Princeton, New Jersey, 1974” (Public Hearing August 10, 2026)- Roll Call



MUNICIPALITY OF PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council
From: Deanna Stockton, *Deputy Administrator*
Subject: Ordinance to Amend Parking Rates
Date: July 22, 2026

Attached for introduction at Council's July 27, 2026 meeting is an ordinance to amend parking rates and related provisions for metered parking and Spring Street Garage. Presentations regarding this proposed ordinance were given at the June 8, 2026 Council meeting and at the July 15, 2026 Experience Princeton meeting.

Princeton's parking regulations and associated fees were updated by ordinance in October 2018 upon the installation of the new parking meter infrastructure. In May 2019, the regulations and fees were modified. Notably, a 2-hour parking time limited zone was deleted, the rates for 30-minute and 3-hour meters decreased, and all-day and Princeton Station rates were increased. In January 2024, the 90-minute time limited parking zone was created. While the majority of the parking rates in Princeton have been unchanged since 2019, the municipal cost of operating a parking system continue to increase. For the period of 2021 – 2025, parking expenditures have increased sixteen percent. Parking demand over this period has also increased significantly based upon revenue reporting, public comments that there is not enough parking available in the heavily visited central business district (CBD) near Nassau Street and Palmer Square, and tourism data.

Since the parking overhaul in 2018, Princeton has generally followed the following parking principles espoused by Dr. Donald Shoup (author of *The High Cost of Free Parking*):

- Cities should charge fair market prices for metered parking.
- Cities should spend the revenue to improve services in the metered area.

Parking revenues provide funding for the Princeton Loop buses, municipal public trash collection in the CBD, street sweeping, stormwater management, landscaping, tax relief, and the staff and equipment costs dedicated to the parking utility. To remain consistent with these principles, Princeton must periodically review its parking rates and regulations and make adjustments.

Over the last year, Princeton's Infrastructure and Operations Committee and Finance Committee has been conducting this review. Provided below is an overview of the modifications included in the attached ordinance:

- Combine the provisions of B19-20(e) and B19-21(m) as they both relate to holiday parking regulations. B19-20(e) refers to the time limits being inoperable in general on nine holidays. B19-21(m) refers to parking meter time limits and fees on those nine holidays. The existing list of nine parking holidays is proposed to remain unchanged.
- Remove the reference to garage parking permits from B19-31 and place it instead in B19-32(c). Later this year when the former Borough and Township motor vehicle codes (B19 and T11, respectively) are combined in a new ordinance, it is anticipated that additional reorganization of the code will be completed to put like sections together and separate unlike sections.
- Increase metered parking rates for 30-minute, 90-minute, 3-hour, all-day, Princeton Station, and Omnibus parking zones.
- Create a higher rate 3-hour time-limited parking zone.
- Increase the Spring Street Garage hourly rate fee to \$2 per hour for the denoted daytime period;

replace the overnight rate to a \$5 flat rate; and clean up the code text by replacing a table with a paragraph. Remove the Spring Street Garage holiday parking rate.

- Increase the Spring Street Garage permit rate to \$225 per month.

The proposed effective date of the ordinance amendment is September 14, 2026. Princeton Parking Staff, with assistance from Public Works, will replace parking meter decals and associated signage.

If you have any questions or require further information, please contact me.

ORDINANCE #2026-29

**An Ordinance by the Municipality of Princeton
Updating Public Parking Fees and Regulations
Related Thereto, and Amending Chapter 19 of
the “Code of the Borough of Princeton, New
Jersey, 1974”.**

BE IT ORDAINED by the Mayor and Council of Princeton as follows:

Section 1. Suspension of parking fees provision amended. Subsection B19-20(e), “Parking Time Limits Inoperative,” within the general parking provisions in Chapter 19, “Motor Vehicles and Traffic,” of the “Code of the Borough of Princeton, New Jersey, 1974” (“Borough Code”), is hereby amended as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. B19-20. General Provisions.

- (e) Reserved.[Parking Time Limits Inoperative on Certain Holidays. Except as otherwise provided in this article or in the "Code of the Township of Princeton, New Jersey (1968)", the parking time limits provisions in this division shall not be operative on New Year's Day, Martin Luther King Jr. Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. The Council may from time to time designate by resolution additional days or portions thereof in a given year on which the parking time limit provisions shall not be operative.]

Section 2. Suspension of parking meter requirements on certain holidays. Subsection B19-21(m), which suspends parking meter fees and time limits on certain holidays, within the general parking provisions in Chapter 19, “Motor Vehicles and Traffic,” of the Borough Code, is hereby amended as follows (new text is underlined thus; deleted text is in brackets [thus]):

(m) The payment of [P]parking meter fees shall not be required and time limit provisions shall be inoperative [on certain holidays.]

[(1) Except in the Spring Street Municipal Parking Garage or as otherwise indicated herein, the payment of parking meter fees shall not be required] on New Year's Day, Martin Luther King Jr. Day, President[']s Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. The Council may from time to time designate by resolution additional days or portions thereof in a given year on which the payment of parking meter fees shall not be required and parking time limit provisions shall be inoperative.

Section 3. Parking permit regulations amended. Subsections B19-31(b)(3)(b) and (c), which regulate parking permits in municipal parking yards and garages, in Chapter 19, "Motor Vehicles and Traffic," of the Borough Code, are hereby amended as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. B19-31 Parking Permits.

(b) For municipal parking yards [and garages].

(3) Issuance of permit; term; fee; transferability; issuance limited.

b. The permit shall be effective for a calendar month or part thereof remaining at the time of issuance. The application shall be accompanied by payment of a fee [to the borough] of \$30 for a daytime parking yard permit. For any vehicle owned by a resident who lives within 400 yards of a [borough] municipal parking yard, an unlimited parking permit application may be filed and shall be

accompanied by payment [to the borough] of a fee of \$25.
[Application for a monthly parking permit for the Spring Street
Municipal Parking Garage shall be accompanied by payment of a
monthly fee to the borough of \$180.] Students living on campus
shall not be eligible for issuance of parking permits.

- c. The permit shall not be transferable; and not more than one permit,
regardless of kind, shall be issued for the same vehicle or the same
owner for periods that are concurrent in whole or in part.

[The borough clerk shall have the right to limit the number of
monthly permits issued for the Spring Street Municipal Parking
Garage.]

Section 4. Parking fee regulations (metered areas) amended. Subsection B19-32(a),
which regulates parking rates for metered parking areas, in Chapter 19, “Motor Vehicles and
Traffic,” of the Borough Code, is hereby amended as follows (new text is underlined thus; deleted
text is in brackets [thus]):

Sec. B19-32 Parking Fees.

(a) Metered Areas.

- (1) The rates for parking in metered parking spaces and zones shall be as
follows:

Area	Rate
15 Minute Metered Spaces	\$0.55 for 15 minutes
30 Minute Metered Spaces	[\$1.00] <u>\$1.25</u> for 30 minutes
90 Minute Parking Zones	[\$3.00] <u>\$3.50</u> for 90 minutes
Three Hour Parking Zone <u>6091</u>	[\$1.75] <u>\$2.00</u> per hour

Area	Rate
Three Hour Parking Zone 6090	<u>\$2.50 per hour</u>
All Day Parking Zones	[\$1.00] <u>\$1.25</u> per hour
Princeton Station	[\$5.00] <u>\$10.00</u> per 24 hours. A maximum of seven days (168 hours) can be purchased at a time
Omnibus Parking Zone	[\$20.00] <u>\$30.00</u> per hour

- [(b) Beginning on November 6, 2019 and ending on May 31, 2020 or when the Alexander Street bridge reopens, whichever is sooner, a maximum of 48 hours can be purchased at a time in the Princeton Station metered parking yard. This subsection 19-32(a)(2) shall automatically terminate and cease to be in effect as of June 1, 2020.]

Section 5. Parking fee regulations (Spring Street Parking Garage) amended.

Subsections B19-32(b)(1) and (2), which regulate the regular parking rates for parking in the Spring Street Parking Garage, in Chapter 19, “Motor Vehicles and Traffic,” of the Borough Code, are hereby amended as follows (new text is underlined thus; deleted text is in brackets [thus]):

Sec. B19-32 Parking Fees.

- (b) Spring Street Municipal Parking Garage.
- (1) [The following rates shall apply to the Spring Street Municipal Parking Garage, seven days per week, unless otherwise indicated below:

	9:00 a.m. to 9:00 p.m.	9:00 p.m. to 9:00 a.m.
0-30 min	\$0.00	\$0.25
30-1 hour	\$1.25	

	9:00 a.m. to 9:00 p.m.	9:00 p.m. to 9:00 a.m.
1-2 hours	\$2.50	\$0.50
2-3 hours	\$3.75	\$0.75
3-4 hours	\$5.00	\$1.00
4-5 hours	\$6.50	\$1.25
5-6 hours	\$8.00	\$1.50
6-7 hours	\$10.00	\$1.75
7-8 hours	\$12.00	\$2.00
8-9 hours	\$14.00	\$2.25
9-10 hours	\$16.00	\$2.50
10-11 hours	\$18.00	\$2.75
11-12 hours	\$20.00	\$3.00]

The parking rate for the Spring Street Garage shall be \$2.00 per hour between the hours of 8:00 a.m. and 10:00 p.m. and a flat fee of \$5.00 for any period of time between the hours of 10:00 p.m. and 8:00 a.m., except that there will be no charge for vehicles entering and leaving within 30 minutes of entrance. These rates shall apply seven days per week.

- (2) In lieu of paying the hourly and daily fees set forth in subsection B19-32(b)(1) above, a person may purchase a monthly permit to pay for parking at the Spring Street Municipal Garage for a fee of \$225. The permit shall be effective for a calendar month or part thereof remaining at the time of issuance. Students living on a university campus shall not be eligible for issuance of parking permits. The permit shall not be transferable; and not

more than one permit, regardless of kind, shall be issued for the same vehicle or the same owner for periods that are concurrent in whole or in part. Princeton shall have the right to limit the number of monthly permits issued for the Spring Street Municipal Parking Garage. [The following rates shall apply to the Spring Street Municipal Parking Garage on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas day unless otherwise indicated below:

- a. Every hour or any part thereof shall be \$0.25.]

Section 6. Signage. The appropriate signs shall be posted to implement the requirements of this ordinance.

Section 7. Repealer. All ordinances or resolutions or parts thereof inconsistent with this ordinance are repealed to the extent of such inconsistency.

Section 8. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

Section 9. Effective date. This ordinance shall take effect on September 14, 2026.

Dawn Mount, Clerk

Hon. Mark Freda, Mayor

STATEMENT OF PURPOSE: The purpose of this ordinance is to amend Princeton's traffic regulations and specifically various parking fees and rates for metered parking spaces and metered parking zones, and parking in the Spring Street Municipal Garage.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-213

Agenda Date: 7/27/2026

Agenda #: 1.

Resolution of the Mayor and Council of the Municipality of Princeton Authorizing the Award of a Professional Services Agreement to Advanced Infrastructure Design, Inc. for a Pavement Condition Assessment and Management System for an Amount Not to Exceed \$150,272.18

WHEREAS, the Municipality of Princeton has a need for a Pavement Condition Assessment and Management System; and

WHEREAS, it has been determined that the value of the contract will exceed \$53,000; and

WHEREAS, Advanced Infrastructure Design, Inc. (“AID”) provided a proposal for these services for an amount not to exceed \$150,272.18; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law, Princeton may award a contract for professional services without public advertising for bids; and

WHEREAS, this contract is not being awarded as a “fair and open” contract as defined in N.J.S.A. 19:44A-20.7; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.5., the Municipality of Princeton may award a non-fair and open contract to a business entity if, during the preceding one-year period, that business entity has not made a contribution that is reportable by the recipient under P.L. 1973, c.83, N.J.S.A. 19:44A-1 et seq. to any municipal committee of a political party in that municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded or to any candidate committee of any person serving in an elective public office of that municipality when the contract is awarded; and

WHEREAS, AID has completed and submitted the required pay-to-play forms which certify that AID has not made any reportable contributions to a candidate committee in the Municipality of Princeton in the previous year, and that the contract will prohibit AID from making any reportable contributions through the term of the contract; and

WHEREAS, the Certified Financial Officer has certified that the Municipality of Princeton has appropriated sufficient funds for these services in the following accounts:

04-215-24-014-075-322	\$16,238.29
04-215-24-014-076-339	\$32,685.14
04-215-21-021-075-321	\$8,284.38
04-215-22-019-075-332	\$93,064.37; and

WHEREAS, the term of this contract shall be twelve months.

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

1. The Mayor and Council, or their designee, are hereby authorized and directed to enter into an agreement with Advanced Infrastructure Design, Inc. for a Pavement Condition Assessment and Management System for an amount not to exceed \$150,272.18 without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5(1)(a)(i).
2. The Term of this contract shall be twelve months.
3. A copy of this Resolution, Pay-to-Play Forms, and contract will be kept on file in the Office of the Clerk.



MUNICIPALITY ^{of} PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

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MEMORANDUM

To: Mayor and Council
From: James J. Purcell, PE, *Assistant Municipal Engineer*
Subject: Professional Services Agreement with Advanced Infrastructure Design for Pavement Condition Assessment and Management System
Date: July 22, 2026

Attached for Council's authorization at its July 27, 2026 meeting is a professional services agreement with Advanced Infrastructure Design, Inc. (AID) to perform a municipality-wide inventory and assessment of roadway infrastructure utilizing an integrated testing vehicle, to assess our current asset management system and provide recommendations for a pavement improvement program. In addition, an evaluation of selected curb ramps for ADA compliance and an inventory of roadway signage will be provided.

AID performed a similar inventory in 2022 and their assessment of the roadway conditions was used to develop a pavement management approach to prioritize the annual resurfacing and pavement preservation efforts. Using an industry standard called Surface Distress Index (SDI), the 2022 assessment showed that 0.5% of Princeton roads were in poor or fair condition; 25% were in good condition; and 74% were in excellent condition. Using this data, along with other factors such as type of roadway, volume of traffic, and budget constraints, the pavement resurfacing and preservation program for each of the subsequent years prioritized the roads in the worst condition for treatment. The annual resurfacing program has targeted an average of 3.5 miles per year for resurfacing. Coupled with other capital improvement projects, micro-surfacing for pavement preservation, and utility resurfacing, a majority of the roads identified in 2022 as being in poor, fair, or good condition have been or are being addressed.

Roadway inventory and assessment should be performed periodically to both evaluate the improvements achieved and assess the condition of those assets that have not been improved. Industry standard is to perform this evaluation every three to four years. Furthermore, technological advances allow for additional data collection to aid in the assessment, which will be taken advantage of.

Under this proposed professional services agreement, AID will digitally scan the municipal right of way to gather location-based data on roadways, sidewalks, curb ramps, signs and other roadside items. Deliverables will be roadway pavement condition assessment (SDI), pavement treatment recommendations, asphalt pavement thicknesses, ADA curb ramp evaluations, and a traffic sign inventory. The form of contract deliverables include geographic information system (GIS) data that will be added to the Engineering Department's GIS database and video for use in future analyses.

The data captured through this contract will enhance Princeton's efforts to create a comprehensive asset database of Princeton's physical infrastructure which currently includes street trees, storm sewers, sanitary sewers, and roadway rights of way. This database assists us in providing data-driven justification to support the Mayor and Council in its prioritization and allocation of municipal funding.

Please feel free to contact me if you have any questions.

**PROFESSIONAL SERVICES AGREEMENT FOR A PAVEMENT CONDITION
ASSESSMENT AND MANAGEMENT SYSTEM**

THIS AGREEMENT (“Agreement” or “agreement”) is by and between THE MUNICIPALITY OF PRINCETON (“PRINCETON”), a municipal corporation of the state of New Jersey, 400 Witherspoon Street, Princeton, New Jersey, 08540 (hereinafter referred to as "PRINCETON") and ADVANCED INFRASTRUCTURE DESIGN, INC., 1 Crossroads Drive, Hamilton, New Jersey 08691-3389 (hereinafter referred to as "CONSULTANT").

WITNESS

WHEREAS, PRINCETON desires to obtain a Pavement Condition Assessment and Management System; and

WHEREAS, on June 9, 2026, CONSULTANT provided a written proposal to PRINCETON for purposes of performing the sought-after professional services to PRINCETON, a copy of which is attached as Exhibit B hereto; and

WHEREAS, by resolution, the Council awarded an agreement for professional services to CONSULTANT without public bidding as authorized by law, in accordance with the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

NOW THEREFORE, IT IS AGREED by and between PRINCETON and CONSULTANT as follows:

1. **Scope of Services.**

- a. In consideration for payment of the cost set forth in Section 3 below, CONSULTANT shall use its best efforts to perform professional services and other related duties as set forth in the CONSULTANT’S proposal, a copy of which is attached hereto as Exhibit B and incorporated herein as if fully restated. Should there be any conflict between the terms of CONSULTANT’S proposal and this Agreement, the terms of this Agreement shall control.

2. **Contract Term.**

- a. This Agreement shall become effective upon the date of the final signature below.
- b. This Agreement shall expire twelve months from the effective date, unless terminated sooner pursuant to the termination provisions set forth in subsection 2c. below.
- c. The Agreement may be terminated by either party, by giving thirty (30) days advanced written notice to the other, to the address as set forth on page 1 above.

3. **Compensation; Manner of Payment.**

- a. The anticipated cost of CONSULTANT’S services as described herein shall not exceed one hundred fifty thousand, two hundred seventy-two dollars and eighteen cents (\$150,272.18), subject to annual budgetary appropriations.

- b. CONSULTANT shall bill PRINCETON monthly on municipal vouchers for services rendered and reimbursement for such expenses incurred during the prior month, based on the hourly rates and fees set forth in Exhibit B. CONSULTANT shall give written notice to PRINCETON when the CONSULTANT has billed eighty percent (80%) of the compensation set forth in paragraph 3a.
- c. PRINCETON agrees to pay CONSULTANT within thirty (30) days of receipt of invoice and an audited and approved signed voucher.

4. Terms and Conditions.

- a. CONSULTANT shall take note of and comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 regarding Affirmative Action/ Equal Employment Opportunity and the Americans with Disabilities Act. The parties hereby incorporate into this Agreement the Affirmative Action/Non-Discrimination addendum per the attached Exhibit A.
- b. CONSULTANT shall take note of and comply with the requirements of P.L. 2004, c.57 (N.J.S.A. 52:32-44 et seq.) regarding Business Registration and Sales and Use Tax. The parties hereby incorporate into this Agreement the Business Registration and Sales and Use Tax addendum per the attached Exhibit C.
- c. The Terms and Conditions printed on the purchase order issued by PRINCETON to CONSULTANT shall be incorporated into this agreement per the attached Exhibit D.

5. Political Contributions.

- a. This Agreement has been awarded to CONSULTANT based on the merits and abilities of CONSULTANT to provide the services as described herein. This Agreement was not awarded through a “fair and open process” as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CONSULTANT hereby certifies that CONSULTANT (including persons and other business entities having an interest in CONSULTANT, as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution that is reportable by the recipient under P.L. 1973, c.83, N.J.S.A. 19:44A-1 et seq. (i.e., in excess of \$200.00), in the one (1) year period preceding the award of this Agreement nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded.
- b. CONSULTANT is advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if CONSULTANT receives in a calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity. It is CONSULTANT’S responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at (888) 313-3532 or www.elec.state.nj.us.

6. Insurance; Hold Harmless.

- a. Prior to commencing work, CONSULTANT shall furnish PRINCETON with a Certificate of Insurance as evidence that it has procured such commercial, automobile, workers' compensation, employer's and professional liability insurance coverage as is customary for the type and scope of services to be rendered under this Agreement. PRINCETON, and its officers, employees, agents and consultants, shall be listed as additional insured and as the certificate holder on such policies.
- b. CONSULTANT shall defend, indemnify and hold harmless PRINCETON, its officers, employees, agents and consultants from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, arising out of or in any way connected with the CONSULTANT'S acts or omissions, or those of its officers, employees, agents and consultants, in connection with this Agreement.
- c. It is also agreed that the acceptance of the final payment by the CONSULTANT shall be considered as a release in full of all claims against PRINCETON arising out of or by reason of performance or non-performance of the CONSULTANT'S obligations under this contract.

7. Complete Agreement.

- a. This Agreement and any attachments hereto or incorporated by reference represents the entire contract between the parties and shall take precedence over all other prior or existing understandings or agreements, if any, whether oral or written.

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

ATTEST:

THE MUNICIPALITY OF PRINCETON

By: _____
Dawn M. Mount, Municipal Clerk

By: _____
Mark Freda, Mayor

Date: _____

Date: _____

WITNESS:

**ADVANCED INFRASTRUCTURE
DESIGN, INC.**

By: _____

By: _____
Authorized Representative

Date: _____

Date: _____

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, c. 127)

N.J.A.C. 17:27 et seq.

GOODS, GENERAL SERVICE AND PROFESSIONAL SERVICES CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

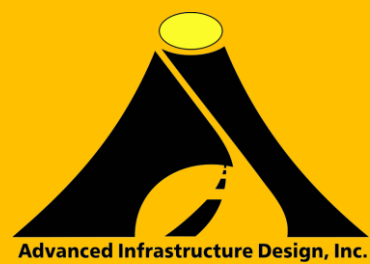
The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval;

Certificate of Employee Information Report; or

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at http://www.state.nj.us/treasury/contract_compliance).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase and Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase and Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **N.J.A.C. 17:27-1 et seq.**



**Professional Services for a Pavement Condition Assessment and
Management System (2026) – Municipality of Princeton, New Jersey**

Technical Proposal

06/09/26

James J. Purcell, PE

Assistant Municipal Engineer / Acting Land Use Engineer
Department of Infrastructure & Operations
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540

**Re: Municipality of Princeton, New Jersey - Pavement Condition Assessment and
Management System**

Dear Mr. Purcell:

As per your request, Advanced Infrastructure Design, Inc. (AID) is pleased to present you with this proposal, which highlights our proposed scope of services, deliverables and cost.

We trust that the enclosed package is satisfactory; however, should you require any additional information, please do not hesitate to contact us.

Sincerely yours,

Manuel Celaya

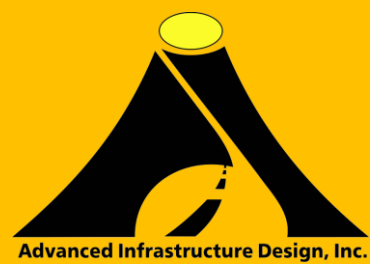
Manuel Celaya, Ph.D., P.E.

Practice Lead, NDT/NDE

mcelaya@aidpe.com

609-838-2216 x208





Professional Services for a Pavement Condition Assessment and Management System (2026) – Municipality of Princeton, New Jersey

Technical Proposal

Advanced Infrastructure Design (AID)

The go-to expert in pavement engineering for NJDOT over the past decade and beyond, Advanced Infrastructure Design, Inc. (AID) is a consulting engineering firm located in Mercer County New Jersey that specializes in pavement testing, evaluation, design, and management. Working under the Municipal Engineer, AID looks forward to the potential opportunity to serve the Municipality of Princeton through this project. Similar to the pavement condition data collected in 2022-2023, the objective of this follow-up investigation is to continue to provide a low-cost automated pavement data collection method as a way to provide the Municipality with the data needed to continue making informed pavement management decisions.

AID, a certified WBE, SBE and DBE/ESBE firm, is staffed with a diversified, strong team of pavement engineers and owns and operates all equipment required for data collection on this project, including a state-of-the-art "Integrated Testing Vehicle" that collects all data necessary for this project. As demonstrated by its past performance on similar projects, AID will commit the required resources, including staff and equipment, to deliver the pertinent data on time, within budget, and meeting or exceeding quality standards. As such, AID will lead all data collection, analysis, and reporting efforts. Manuel Celaya, Ph.D., P.E., will serve as the AID Team's Project Manager and lead the project from AID's Hamilton, NJ office. Dr. Celaya will also be the point of contact and can be reached as follows:

Advanced Infrastructure Design, Inc.

1 Crossroads Drive

Hamilton, NJ 08691-3389

(609)-838-2216, ext. 208

mcelaya@aidpe.com



Project Understanding

In an effort to continue assisting the Princeton Municipality's Engineering Department to maintain a roadway maintenance program, AID proposes to collect pavement condition data as per the Highway Performance Monitoring System (HPMS) Field Manual. HPMS is a national program that houses inventory information for all of the Nation's public road mileage, as certified by State Governments and updated on an annual basis. All roads open to public travel are reported in HPMS, regardless of ownership, including Federal, State, County, City, and privately-owned roads such as toll roads. NJDOT and other MPOs are required to annually furnish all data per the reporting requirements specified in the HPMS Field Manual. HPMS data is used to categorize the performance measures in terms of "Good" or "Bad" condition, independent of whether or not the roadway under consideration is classified as an interstate or non-interstate system. As noted in the HPMS Field Manual, pavement data that needs to be collected and reported includes: International Roughness Index (IRI), Present Serviceability Rating (PSR), Rutting, Faulting (for concrete pavements), and Cracking Percent.

Princeton's Engineering Department has requested a follow-up assessment of **100% of their network** for total of about **one hundred seventeen (117) lane miles** of municipal roadway. It should be noted that in 2022-2023 the entire network (also 117 lane miles) was investigated. To allocate funding in the most effective manner and prioritize resurfacing projects and to perform preventative maintenance, pavement condition analysis as a data-driven method is highly recommended by the Federal Highway Administration (FHWA). Pavement condition data is a valuable resource when developing work programs. This project will also provide the necessary groundwork to implement FHWA's Every Day Counts "Pavement Preservation" initiative. The goal of incorporating a Pavement Preservation approach is to improve or maintain the condition of transportation assets in a state of good repair. Preservation activities generally do not add capacity or structural value but do restore the asset's overall condition. A "mix of fixes" approach, utilizing various treatments and construction methods, helps infrastructure owners to cost-effectively achieve and sustain the desired state of good repair.

In addition, as an optional task (Task 3 in the RFP), AID will obtain ancillary data from our data collection efforts. As requested by Municipality staff, a high-definition LIDAR system will be used to evaluate selected ADA Ramps. As requested, a total of one hundred (100) ADA Ramps (locations to be determined) will be extracted and further analyzed. Moreover, LIDAR data will be used to catalog a selected number (anticipated 200) of traffic signs (Optional).

AID, possessing expertise and experience in these tasks, welcomes the opportunity to assist the Municipality with this effort. As demonstrated by previous similar project experience, AID is committed to fulfilling the project objectives in a timely manner. Samples of AID's similar projects include:

- Pavement Condition Assessment and Management System – Jackson Township, New Jersey (2023)
- Pavement Condition Assessment and Management System – Municipality of Princeton, New Jersey (2023)

Technical Proposal

- New Jersey Turnpike and Garden State Parkway Pavement Asset Data Collection, OPS No. A3352 (2013-2015) and A3384 (2016-2020) and A3795 (2021-2025)
- Atlantic City Expressway Pavement Data Collection & Support (2009, 2014, 2019 and 2025)
- South Jersey Transportation Planning Organization (SJTPO), Regional Pavement Condition Data Collection Project on 4 counties – Atlantic, Cape May, Cumberland & Salem (2018 – 2019)
- Development of a Pavement Management Initiative, Burlington County (2017-2018)
- Development of a Pavement Evaluation, Management, and Design for County Roads, Middlesex County (2015-2016)
- Sign Inventory and Roadway Assessment Program, Union County (2012)

Project Approach

Beyond its experienced team of pavement engineers, AID brings a unique asset to complete the objectives for this project – dedicated equipment, locally housed at our company headquarters in Hamilton Township, Mercer County, and ready for use at a moment's notice. AID proposes to collect all pavement condition data simultaneously at posted roadway speeds without interruption to traffic using our Integrated Testing Vehicle (ITV), which is an all-encompassing pavement data collection van. AID will complement the ITV with an experienced group of pavement engineers to collect and report pavement condition as well as provide pavement treatment techniques if desired, for the Municipality of Princeton.

Our approach will fully satisfy data gathering requirements with regard to FHWA's HPMS reporting and help the Municipality of Princeton in optimizing the condition of its pavement network. Please note that about 10% of the network will be excluded (i.e., newly resurfaced roads). Our efforts will enable the Municipality to develop optimized roadway improvement programs that consider the needs of the pavement network and current or anticipated funding levels, similar to the previously completed project in 2023. Optimization involves maximizing the long-term performance of the pavement network within the forecasted budget by selecting a mix of fixes for a prioritized listing of project segments. AID will identify appropriate pavement treatment types based on the collected pavement condition data and other pertinent factors. As an option, AID can also provide a physical inventory and evaluation of selected assets (i.e., 100 ADA Ramps and 200 Signs) within the Municipality network limits. To achieve this objective, AID's LIDAR and asset extraction software package will be applied to the geo-referenced LIDAR database obtained during pavement condition data collection. Additionally, AID could extract all traffic signs within the Municipality network, also using data collected with the LIDAR system. However, only the cost to extract a selected number of signs (i.e., 200) is included.

The pavement condition and pavement treatment database will be delivered in an ESRI ArcGIS 10 format that will contain the condition and treatment data mapped to the pavement segments. The resulting database will be developed in such a manner to allow easy access and use by Municipality staff, officials, and other stakeholders. Quality assurance/Quality control (QA/QC) will be incorporated into all facets of the project from project planning to data collection to analysis and compilation through data delivery. The final task will be to provide training and technical support on all software and hardware developed to ensure comfortable understanding and use of the new system by all prospective users.

Similarly, ADA Ramps and traffic signs will be delivered in an ESRI ArcGIS 10 format (latest release version 10.8.2).

Task 1: Pavement Condition Assessment

Project Setup

AID will initiate the project by coordinating a kick-off meeting and follow-up meetings as necessary to gather the project requirements and ensure that all stakeholder concerns and interests are fully understood. AID will use this information to develop and fine-tune an appropriate plan for collection, processing, QA/QC, and delivery of the desired data. Under the project setup task, the following one-time work efforts will be undertaken before data collection:

1. Obtain LRS (Linear Referencing System) and Municipality map and geodatabase files with the street network for the Municipality.

The existing LRS and geodatabase files related to the road network will be reviewed, enabling AID to fully understand the design, and if applicable, connecting attributes between systems. AID will also determine the beginning and end points of all Municipality roads to be inspected by comparing maps to GIS and other available sources. It is anticipated that similar to the 2022-2023 investigation, AID will use the same roadway segments (same beginning and end points). On that project, roadway segments were designated at 0.05-mile increments.

2. Assess the Municipality's existing Asset Management System.

The Municipality's existing asset management system will be reviewed to better understand the current use of GIS and asset management applications and study the feasibility of proposing new options for implementing a PMS.

3. Create data tables and develop data fields for each traveled lane divided into segments.

AID will outline the design of the pavement database. The geodatabase model will be set up with standard domains, tracking pavement attributes to describe pavement condition, index ratings, and positional information. A template will be developed and its format will be provided to Municipality staff for approval. Attributes will include: route number (i.e., street name), route type, functional class, length, divided/undivided route section, pavement type, number of lanes and width, shoulder type and width, municipality, IRI, rut depth, distresses (percentages by type and severity) and corresponding Surface Distress Index (SDI), and cracking percent for every roadway segment (anticipated 0.05-mile long) of lanes tested, referenced in terms of both the Municipality's LRS and GPS coordinates (start and end of each segment). Video links will also be generated to allow access to video files for every segment.

4. Develop plan for data collection.

AID will generate route mapping from the data received from the Municipality. These maps will be used as an informative scheduling visual aid that will outline weekly routes of travel and peak traffic times. A test plan will be developed by AID in close coordination with Municipality staff. If heavy traffic, construction, or other impediments are anticipated for specific roads, these issues will be discussed with Municipality Engineering staff. Weather constraints such as snow coverage and rain (wet roadways) will impede data collection, thus forecasted weather will be factored into the test plan.

Technical Proposal

5. Establish data collection and formatting protocols.

Data will be collected and delivered to the Municipality in an agreed upon electronic format. The following data will be collected and reported for each selected segments (0.05-mile increments, other) : IRI per *ASTM E950-09* and *E1926-08* and *AASHTO M 328-10-UL* and *R 057-10-UL* with reporting of left and right wheel paths and the average; SDI per NJDOT's New Jersey Pavement Management System Pavement Condition Indices & Analysis; distresses, cracking percent, rut depths (all wheel paths and the average) and average cross-slope. GPS coordinates to sub-meter accuracy, including Latitude and Longitude, will be reported along with locations per the Municipality's LRS.

6. Establish Quality Management Plan for project.

AID recognizes the importance of QA/QC at every step of a successful project. The Quality Management Plan will be prepared and submitted to the Municipality at the outset of the project. This plan will be distributed and reviewed with all members of AID to ensure an understanding of the required procedures to be followed. QA/QC will occur at each stage of the project – field data collection, processing of field data, analysis of field data, data compilation, and reporting. QA/QC will include the following standards and operations to control quality as well as carrying out random inspections to assure quality.

7. Obtain from the Municipality, where available, and populate data tables with activity type and date of last pavement treatment.

Where available, existing data outlining pavement treatment activities and dates of last pavement treatment will be obtained from the Municipality and organized into a database that will be used as reference data for the pavement treatment program. Because AID conducted a similar investigation in 2022-2023, the same database and corresponding updates will be used.

Data Collection – Pavement Functional Adequacy

All the roads within the Municipality network will be tested with AID's ITV. It is anticipated that **all roads** will be collected in both directions of travel. Therefore, approximately **234 lane-miles** will be collected using AID's testing vehicle. AID's ITV, shown below, integrates linear distance measurement and GPS, 3 high-resolution forward-facing video cameras, a Laser Crack Measurement System (LCMS), and Ground Penetrating Radar (GPR) antennas, such that video, 3D distress mapping, IRI, SDI, rut depth, cross-slope, and asphalt pavement thickness data are simultaneously collected at normal roadway speeds. AID's ITV is also equipped with an Applanix POS LV 420 unit to enhance its GPS capabilities to provide sub-centimeter accuracy.



AID's ITV Equipped with LCMS, HD Cameras, GPR, and GPS w/Applanix

The LCMS system utilizes single-pass 3D sensors for pavement inspection. This technology is able to automatically detect, measure, and quantify all key functional pavement parameters within a lane in a single pass, including but not limited to: rutting, cracking (longitudinal, transverse, and alligator), roughness (IRI), and lane/shoulder drop off and faulting (for concrete pavements).

The automated distress analysis system will be used to convert identified distresses (including their severity and extent) to NJDOT's SDI. Additional distresses will be captured through semi-automated methods (raters reviewing automated images in the office). These include bleeding, block cracking, bumps and sags, corrugation, depressions, edge cracking, joint reflection cracking, patching and utility cuts, polished aggregate, potholes, railroad crossings, and weathering and raveling. For concrete pavements (if they exist), additional distresses include buckling, joint seal damage, patching, and utility cuts, polished aggregate, pumping, punch-outs, railroad crossings, shrinkage cracking, and spalling (corner and joint).

A typical visual output from the LCMS system, showing the integrated 3D surface laser images (with superimposed distresses) and video images from the center camera, is shown below for reference (from the previously completed project in 2023). In addition, the LCMS is able to collect and report longitudinal profile and roughness (IRI) with the precision and bias of an *ASTM E950* Class 1 profiler across the entire lane width. Continuous bound pavement thickness is also be collected simultaneously with the ITV via GPR testing per *ASTM D4748*. Although pavement thickness data is not required, it will be available for analysis at an additional cost if requested.



Integrated Camera and LCMS Images

A route mapping plan will be generated from the data received from the Municipality, which will act as the visual management component to describe the mission planning of our field collection. These maps will outline weekly routes of travel and peak traffic times. AID will meet with the Municipality to outline the locations and/or days where route travel may be inaccessible due to construction, weather constraints or other obstructions. These areas will be noted prior to the project data collection efforts. Data collection with AID's ITV will be performed by two people, a driver/technician and an experienced engineer who will set up and supervise the data collection.

Roadway video log data collection will be simultaneously performed to enable a cost-efficient method to provide a back-up for QA and a tool to identify additional pavement distress data. AID will conduct QA of the distress data by simultaneously reviewing video and LCMS images at a sampling rate of ~10% on a random basis within each tenth mile of road. For QA of the video log images, the AID Team will examine the images to identify and catalog abnormalities, including distortion, sun overexposure, darkness, occasions when parts of the collection vehicle are visible in the image, and others. 10% of the images will be randomly selected and reviewed initially for QA purposes. AID's Quality Management Plan will detail action plans for correcting all errors, both random and systematic. No Maintenance and Protection of Traffic (MPT) is required for data collection efforts.

Video will be collected with 3 high-resolution cameras affixed to the roof of the ITV. The video cameras are arranged to provide diagonally left, straight, and diagonally right angle views of the roadway pavement and are capable of recording high-quality images at a rate of 5 images per second on each camera. The

system in use includes Lumenera LT425C cameras with USB 3.0, Gigabit (GigE) and Ethernet capabilities, which provide 4.2 Megapixel images. AID has developed an in-house post-processing system that allows stitching 3 images to obtain a panoramic image (see sample below). All images will be accessible via hyperlinks in spreadsheets and geo-referenced with other information of interest (date/time of testing, speed, etc.).

Image File	LaneDes	Milepost	Latitude	Longitude	Veh. Speed (mph)	Date of Testing	Time of Testing
2018 TPK HWE CL 0.023138.jpg	2	0.023	40.70808	-74.15607	23.8	5/21/2018	1:10:53 PM
2018 TPK HWE CL 0.027026.jpg	2	0.027	40.70805	-74.15600	24.6	5/21/2018	1:10:54 PM
2018 TPK HWE CL 0.030834.jpg	2	0.031	40.70803	-74.15594	24.4	5/21/2018	1:10:54 PM
2018 TPK HWE CL 0.036032.jpg	2	0.036	40.70799	-74.15585	25.2	5/21/2018	1:10:55 PM
2018 TPK HWE CL 0.039945.jpg	2						
2018 TPK HWE CL 0.043725.jpg	2						
2018 TPK HWE CL 0.047662.jpg	2						
2018 TPK HWE CL 0.051591.jpg	2						
2018 TPK HWE CL 0.055538.jpg	2						
2018 TPK HWE CL 0.059695.jpg	2						
2018 TPK HWE CL 0.063292.jpg	2						
2018 TPK HWE CL 0.067181.jpg	2						
2018 TPK HWE CL 0.071062.jpg	2						
2018 TPK HWE CL 0.075139.jpg	2						
2018 TPK HWE CL 0.078909.jpg	2						
2018 TPK HWE CL 0.082816.jpg	2						
2018 TPK HWE CL 0.086658.jpg	2						



Typical Summary Spreadsheet (and Stitched Panoramic Image Link) for Video Images

Task 2: Pavement Treatment Program (Optional)

Developing the pavement management platform is a critical task that transforms the data collected and compiled from the previous tasks into an effective management tool. During the 2022–2023 PMS efforts, the platform was established for the Municipality, including completion of the distress survey, segmentation based on pavement conditions and attributes, and development of treatment recommendations.

For the current iteration of the PMS work, this task will build directly upon that established PMS framework. The focus will be on refining and enhancing the existing system based on lessons learned, incorporating new PCI data and treatment adjustments, and generating an updated, prioritized list of projects with appropriate treatment strategies. This approach ensures continuity with the previous work while avoiding duplication of effort and associated costs. The proposed subtasks are described in more detail below.

Selection of Treatment Types

As part of 2022-2023 PMS, AID met with the Municipality officials to determine the pavement treatment strategies to be incorporated into the PMS. Five treatment alternatives were identified, representing a range of approaches from no action to full reconstruction. These include Do Nothing, Preservation Treatments (excluding thin overlay), Thin Overlay, Mill and Pave, and Road Reconstruction.

These categories provide a structured framework to address varying pavement conditions. Emphasis is placed on utilizing pavement preservation treatments where appropriate, as they offer a cost-effective means of extending pavement life when distress is still minimal. More intensive measures, such as rehabilitation or reconstruction, are reserved for roadways exhibiting advanced deterioration.

With AID’s expertise in designing pavement solutions for hundreds of NJDOT and New Jersey county projects over the past two decades, AID is well-positioned to develop an appropriate menu of options. Communication with the Municipality will still be critical for this step to incorporate the Municipality’s lessons learned and experience with various treatment methods. It is envisioned that the ultimate mix of fixes to be considered will include those favored by the Municipality supplemented by additional options that hold promise for the successful use and cost savings. With such options available, the Municipality can be proactive in its pavement program, maintaining smooth-riding roads by making data-driven decisions that employ a “best first” approach rather than a “worst first” mentality that chases poor pavements in a vicious cycle of fiscal futility.

Development of Data-Driven Logic for Treatment Selection

This subtask will involve re-visiting the logic and associated decision matrix/tree that was developed during the 2022-2023 PMS work relating the data collected under the previous tasks to the optimal pavement treatment type. The decision tree developed under the previous work considered NJDOT’s Surface Distress Index (SDI) along with select individual distresses (including Fatigue Cracking and Rutting) and aging/oxidation of the surface to give a composite picture of the overall condition of the pavement and therefore enable selection of appropriate treatments to address the pavement needs.

Treatment Selection and Prioritization

Under this subtask, treatment types will be assigned to the same Municipality roadway segments evaluated in the 2022–2023 project, using the decision matrix developed in the previous subtask. Once treatments are assigned, the segments will be ranked for prioritization. The prioritization approach will build on the methodology established during the 2022–2023 effort, which was developed collaboratively with the Municipality and informed by both AID’s pavement engineering expertise and the Municipality’s experience and preferences. Segments were ranked based on the anticipated benefit of each project, primarily in terms of condition improvement. A similar approach is anticipated for this effort, with continued coordination with the Municipality. Additional factors—such as traffic volumes, operational considerations, or geographic priorities—can also be incorporated, as appropriate, to ensure the final prioritization reflects the Municipality’s needs and objectives.

Deliverables

The pavement condition and inventory data will be provided in MS Excel format for every 0.05-mile (same as in 2023) of each road, allowing for easy syncing back into the Municipality’s geodatabases and/or Pavement Management System (see sample below). In addition, stitched LCMS and video image files and links via MS Excel will be provided every 20 ft., similar to that shown below. A prioritized listing of constructable road segments with corresponding pavement treatments will also be provided.

Rte	Dir	MPFrom	MPTo	GPSFrom	GPSTo	LaneDes	ProfilerDate	URI	RIRI	AIRI	PSR	Crack %	Faulting	LRut	RRut	ARut	MRut	ACThick	Treatment Type			
Blair Rd	NB	0.7	0.8	40.57042	-74.25901	40.57180	-74.25849	1	7/3/2017	618.6	730.3	674.4	3.1	0%	N/A	0.58	0.24	0.41	1.66	11.0	Microsurface	
Blair Rd	NB	0.8	0.9	40.57180	-74.25849	40.57318	-74.25789	1	7/3/2017	711.8	608.2	660.0	0.8	0%	N/A	0.37	0.47	0.42	2.13	11.0	Microsurface	
Blair Rd	NB	0.9	1.0	40.57318	-74.25789	40.57456	-74.25728	1	7/3/2017	466.2	371.3	418.7	3.3	0%	N/A	0.30	0.13	0.22	1.80	11.0	Microsurface	
Blair Rd	NB	1.0	1.1	40.57456	-74.25728	40.57592	-74.25664	1	7/3/2017	531.8	449.3	490.6	2.1	0%	N/A	0.22	0.12	0.17	1.38	11.0	Microsurface	
Blair Rd	NB	1.1	1.2	40.57592	-74.25664	40.57729	-74.25599	1	7/3/2017	538.2	506.8	522.5	2.2	60%	N/A	0.31	0.13	0.22	1.00	11.0	Microsurface	
Blair Rd	NB	1.2	1.3	40.57729	-74.25599	40.57865	-74.25536	1	7/3/2017	500.8	433.5	467.2	2.3	0%	N/A	0.39	0.12	0.26	2.09	11.0	Crack seal	
Blair Rd	NB	1.3	1.4	40.57865	-74.25536	40.58002	-74.25478	1	7/3/2017	487.6	548.5	518.0	1.6	0%	N/A	0.40	0.30	0.35	2.73	8.0	Microsurface	
Blair Rd	NB	1.4	1.5	40.58002	-74.25478	40.58142	-74.25419	1	7/3/2017	324.3	358.8	341.5	2.4	0%	N/A	0.51	0.29	0.40	0.99	11.5	Microsurface	
Blair Rd	NB	1.5	1.6	40.58142	-74.25419	40.58281	-74.25368	1	7/3/2017	226.6	280.3	253.4	3.6	0%	N/A	0.23	0.19	0.21	1.61	11.5	Microsurface	
Blair Rd	NB	1.6	1.7	40.58281	-74.25368	40.58419	-74.25335	1	7/3/2017	376.9	450.2	413.5	3.9	0%	N/A	0.20	0.20	0.20	1.73	11.5	Microsurface	
Blair Rd	NB	1.7	1.8	40.58419	-74.25335	40.58566	-74.25302	1	7/3/2017	255.7	378.4	317.0	3.5	0%	N/A	0.30	0.27	0.29	1.18	11.5	Microsurface	
Blair Rd	NB	1.8	1.9	40.58566	-74.25302	40.58707	-74.25271	1	7/3/2017	383.5	368.3	375.9	3.8	0%	N/A	0.21	0.22	0.22	1.99	11.5	Microm III & HPTO	
Blair Rd	NB	1.9	2.0	40.58707	-74.25271	40.58854	-74.25274	1	7/3/2017	189.8	195.0	192.4	3.7	0%	N/A	0.30	0.27	0.29	0.66	11.5	Microm III & HPTO	
Blair Rd	NB	2.0	2.1	40.58854	-74.25274	40.58996	-74.25304	1	7/3/2017	231.3	310.2	270.8	3.6	0%	N/A	0.23	0.25	0.24	2.61	11.5	Microm III & HPTO	
Blair Rd	NB	2.1	2.2	40.58996	-74.25304	40.59136	-74.25264	1	7/3/2017	168.2	216.6	192.4	3.9	0%	N/A	0.22	0.20	0.21	0.62	11.5	Microm III & HPTO	
Blair Rd	NB	2.2	2.3	40.59136	-74.25264	40.59271	-74.25213	1	7/3/2017	142.9	196.6	169.8	3.5	0%	N/A	0.26	0.25	0.26	0.50	11.5	Microm III & HPTO	
Blair Rd	NB	2.3	2.4	40.59271	-74.25213	40.59417	-74.25213	1	7/3/2017	142.9	196.6	169.8	3.8	0%	N/A	0.23	0.24	0.24	0.56	11.5	Microm III & HPTO	
Blair Rd	NB	2.4	2.5	40.59417	-74.25213	40.59555	-74.25230	1	7/3/2017	130.3	166.1	148.2	3.6	0%	N/A	0.23	0.42	0.33	2.10	11.5	Microm III & HPTO	
		Milepost		GPS Coordinates							IRI		PSR		Cracking Percent		Faulting		Rutting		Treatment	
													↑						↑			
													Faulting						Thickness (Optional)			

Milepost

GPS Coordinates

IRI

PSR Cracking Percent

Faulting

Rutting

Thickness (Optional)

Typical Summary Spreadsheet Showing Pavement Condition Data and Recommended Treatment

Geo-Coded Pavement Images

Roadway video log data from the center camera will be stitched with the LCMS-laser images. All images will be accessible via hyperlinks in spreadsheets and geo-referenced with other information of interest (date/time of testing, speed, etc.), as shown in the sample below. Images will be provided for each street/roadway on separate folders for easy access. These spreadsheets are easily converted to an ESRI supported GIS format as well.

Image File	LaneDes	Milepost	Latitude	Longitude	Date of Testing
Battle Rd 2022 NB MP 0.1186.jpg	1	0.119	40.33658	-74.66965	5/5/2022
Battle Rd 2022 NB MP 0.1207.jpg	1	0.121	40.33660	-74.66962	5/5/2022
Battle Rd 2022 NB MP 0.1246.jpg					
Battle Rd 2022 NB MP 0.1284.jpg					
Battle Rd 2022 NB MP 0.1322.jpg					
Battle Rd 2022 NB MP 0.136.jpg					
Battle Rd 2022 NB MP 0.1399.jpg					
Battle Rd 2022 NB MP 0.1438.jpg					
Battle Rd 2022 NB MP 0.1476.jpg					
Battle Rd 2022 NB MP 0.1514.jpg					
Battle Rd 2022 NB MP 0.1552.jpg					
Battle Rd 2022 NB MP 0.159.jpg					
Battle Rd 2022 NB MP 0.1628.jpg					
Battle Rd 2022 NB MP 0.1666.jpg					
Battle Rd 2022 NB MP 0.1705.jpg					



Typical Summary Spreadsheet That Links Geocoded Pavement Images

Task 3: Physical Inventory of Assets of Interest: ADA Ramps and Traffic Signs using LIDAR (Optional)

Provided as an option, AID can record assets of interest (pavement markings, traffic signs, utility assets, street lighting, sidewalks, curbs, etc.) using its newly acquired high-definition LIDAR (Trimble MX 60). As indicated by Municipality staff, there is a need to identify and evaluate a total of 100 ADA Ramps. Additionally, there could be a need to identify all traffic signs within the Municipality network. On this proposal AID is assuming that 200 signs will be extracted and reported.

AID) will utilize a state-of-the-art mobile LiDAR mapping system (Trimble MX60) to perform high-speed and high-accuracy geospatial data collection in support of corridor-level inspection and inventory of ADA ramps and roadway traffic signage. The proposed approach enables efficient documentation of transportation infrastructure along the Municipality's roadway network. The Trimble MX60 is an integrated mobile mapping platform that combines dual laser scanning sensors, synchronized 360-degree panoramic imaging, and advanced GNSS/IMU positioning technology to enable simultaneous acquisition of dense three-dimensional spatial data and high-resolution imagery at normal traffic speeds. The dual-sensor configuration improves roadside visibility and reduces shadowing effects, allowing reliable capture of vertical infrastructure such as traffic signs, pedestrian facilities, guardrails, and utility features. Panoramic imagery supports visual condition review and enables engineering staff to virtually revisit the corridor environment during post-processing activities.



AID testing vehicle equipped with mobile LiDAR system

The mobile mapping system is capable of collecting high-density spatial measurements suitable for engineering evaluation of roadway geometry, roadside infrastructure placement, and asset inventory development. The synchronized LiDAR and imagery datasets provide a scalable framework for corridor screening, digital documentation, and long-term asset management initiatives. A Sample LiDAR and imagery datasets are shown below.



Sample mobile LiDAR point cloud dataset (left) and sample synchronized panoramic imagery (right)

Mobile LiDAR Data Collection Methodology

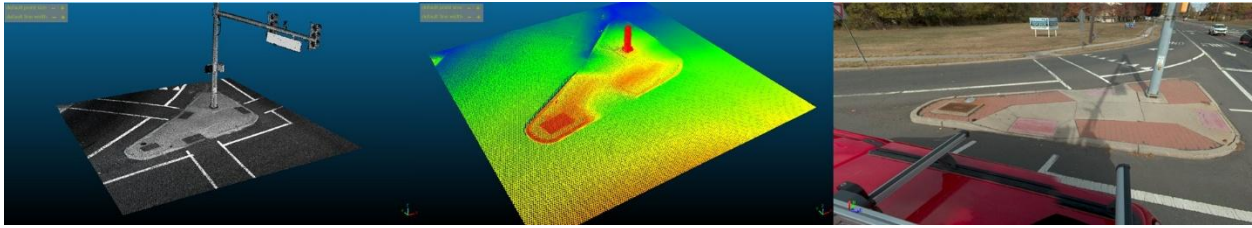
AID will implement a structured mobile LiDAR data collection methodology designed to ensure complete coverage, reliable positioning, and consistent data quality. Mobile LiDAR data will be collected by operating AID's survey vehicle within the Municipality's roadway network at posted speeds. One or two passes per street/road will be needed to achieve full coverage.

Accurate positioning will be achieved through integration of GNSS observations, inertial measurements, and vehicle distance measurement data. Where required, surveyed control points may be incorporated to enhance absolute positional accuracy and support quality validation of the mobile mapping dataset. Data collection will be performed by two experienced AID engineers. One engineer will operate the survey vehicle while the second monitors real-time system performance indicators including positioning solution quality, sensor functionality, and preliminary data coverage.

Mobile LiDAR Data Processing and Asset Inspection

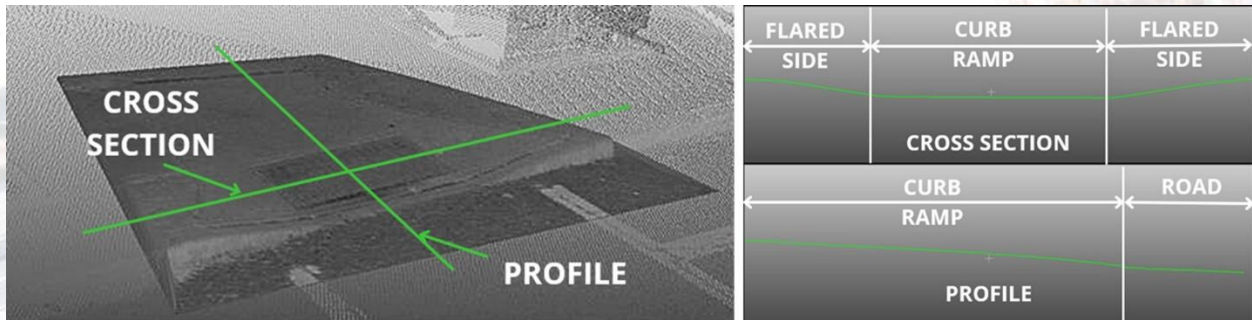
Following completion of field activities, mobile LiDAR and imagery datasets will be processed using Trimble Business Center (TBC) mobile mapping software. Navigation data will be post-processed to improve vehicle trajectory and positioning. LiDAR measurements will then be georeferenced to generate a dense three-dimensional point cloud representing roadway geometry and surrounding infrastructure. Strip alignment procedures may be performed to improve spatial consistency between multiple passes. Panoramic imagery will be synchronized with the LiDAR dataset to support engineering review, condition assessment, and optional point cloud colorization. AID will perform internal quality control procedures to verify dataset completeness, positional consistency, and trajectory stability prior to asset extraction.

On this project asset inspection activities will be limited to ADA ramps and roadway traffic signage including associated sign supports. Selected ADA ramps will be identified and evaluated using the processed point cloud dataset and synchronized imagery in accordance with NJDOT specifications and ADA compliance guidance (see Figure below). Engineering review will include evaluation of ramp geometry such as running slope, cross-slope, ramp width, landing configuration, and elevation transitions. Additional observable characteristics such as curb reveal, sidewalk interface conditions, surface deterioration, and potential accessibility obstructions may also be documented.



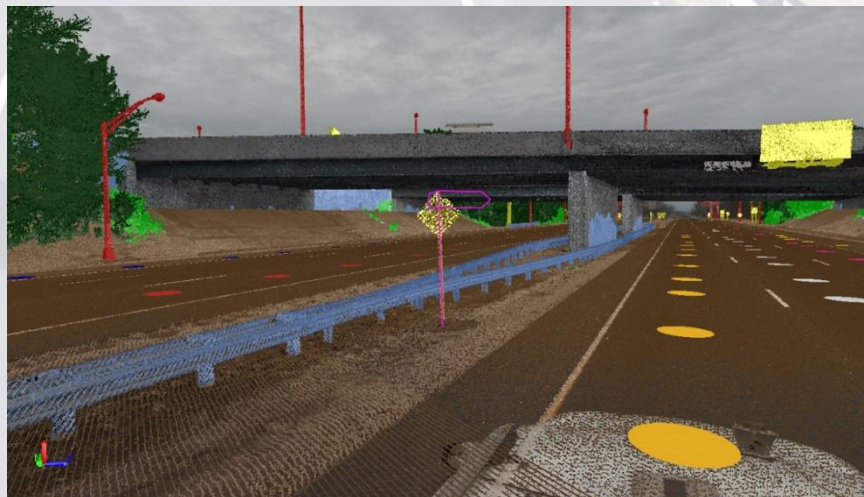
Example of ADA ramp captured using mobile LiDAR and imagery

Geometric measurements derived from the LiDAR dataset will support preliminary assessment of ramp compliance and prioritization of locations requiring field verification. An example of geometric evaluation derived from point cloud data is shown below.



Example of ADA ramp geometric evaluation derived from point cloud data

Traffic signage will be identified and reviewed using synchronized panoramic imagery consistent with MUTCD guidance. Observable deficiencies such as damage, fading, obstruction, misalignment, or improper placement will be documented. The LiDAR dataset will be used to extract spatial measurements including mounting height, lateral offset from roadway edge, and relative position within the roadway corridor (see Figure below). All inspected assets will be geospatially referenced and compiled within a structured inventory dataset suitable for GIS integration or asset management applications.



Example of traffic signage captured using mobile LiDAR and panoramic imagery

Although inspection under this task is limited to ADA ramps and traffic signage, the mobile LiDAR survey will inherently capture a wide range of additional roadway and roadside infrastructure assets including guardrails, utility poles, drainage structures, pavement markings, bridge elements, intelligent transportation system components, and general roadway geometry features. AID will retain the collected datasets; however, processing and engineering evaluation of assets beyond the defined inspection scope will not be performed unless authorized by the Municipality under a future scope modification.

As previously indicated, detailed inspection will be limited to up to 100 ADA ramps and up to 200 traffic signs and associated sign supports. Should additional assets require inspection beyond these quantities, such services may be performed under future task authorization.

While mobile LiDAR provides an efficient and scalable framework for network-level inspection screening, certain limitations are inherent to remote sensing methodologies. Vegetation, parked vehicles, construction activities, lighting conditions, or surface material characteristics may affect visibility of specific features at the time of survey. Measurement of properties such as retro-reflectivity or confirmation of concealed structural deficiencies cannot be performed using mobile LiDAR data alone. Where detailed verification is required, supplemental field investigation may be recommended.

Technical Proposal

COST PROPOSAL

The cost for performing the Pavement Condition Assessment, Pavement Treatment Program, Asphalt Thickness (Optional) and Physical Inventory of Assets of Interest (Optional) is as follows:

Requested Items:

- Pavement Condition Assessment (234 Lane Miles, data collection and SDI analysis): **\$54,252.44**
- Pavement Treatment Recommendations: **\$27,519.71**

Optional Items:

- Asphalt Thickness **\$19,576.60**
- Physical Inventory of Additional Assets of Interest: 100 ADA Ramps extraction and evaluation **\$32,685.14**
- Physical Inventory of Additional Assets of Interest: Traffic Sign Inventory **\$16,238.29**

A detailed cost breakdown is shown below for reference and for all Options.

ADVANCED INFRASTRUCTURE DESIGN, INC.								
Municipality of Princeton								
Proposal: Princeton, New Jersey - Pavement Management/Assessment Program (2026)								
Tasks	Senior Manager ASCE VIII	Senior Project Manager ASCE VII	Project Manager ASCE VI	Project Manager ASCE V	Senior Engineer ASCE III	Engineer ASCE I	Senior NDT Specialist	Total Hrs.
Task 1: Pavement Condition Assessment								
Project Setup	1		4		4			
Data Collection, 10 days (100% Network)			2			80	80	
Data Processing & Reporting (100% Network)	1		16		40	80	100	
Asphalt Thickness (Optional)								
Task 2: Pavement Treatment Program (Optional)								
Selection of Treatment Types								
Development of Data-Driven Logic for Treatment Selection								
Project Segmentation, Treatment Selection, and Prioritization								
Task 3: LIDAR and ADA Ramps								
Project Setup								
Data Collection, 4 days (100% Network)								
Data Processing & Reporting (100 ADA ramps)								
Data Processing & Reporting (200 signages)								
Task 4: Project Management and Administration	1	2	4					
Total Staff Hrs.	3	2	26	0	44	160	180	415
Hourly Rate	\$111.45	\$86.88	\$76.27	\$65.65	\$47.76	\$38.50	\$37.60	
Direct Labor Cost	\$334.35	\$173.76	\$1,983.02	\$0.00	\$2,101.44	\$6,160.00	\$6,768.00	
Total Direct Labor Cost				\$17,520.57				
Overhead (184.65%)				\$32,351.73				
Fixed Fee (25% of Labor)				\$4,380.14				
TOTAL AID				\$54,252.44				
Direct Expenses								
Print Reports & Data Storage	\$0.00							
Total Direct Expense	\$0.00							
GRAND TOTAL				\$54,252.44				

Detailed Cost Breakdown: Pavement Condition Assessment

Professional Services for a Pavement Condition Assessment and Management System (2026) – Municipality of Princeton, New Jersey

Technical Proposal

ADVANCED INFRASTRUCTURE DESIGN, INC.								
Municipality of Princeton								
Proposal: Princeton, New Jersey - Pavement Management/Assessment Program (2026)								
Tasks	Senior Manager ASCE VIII	Senior Project Manager ASCE VII	Project Manager ASCE VI	Project Manager ASCE V	Senior Engineer ASCE III	Engineer ASCE I	Senior NDT Specialist	Total Hrs.
Task 1: Pavement Condition Assessment								
Project Setup								
Data Collection, 10 days (100% Network)								
Data Processing & Reporting (100% Network)								
Asphalt Thickness (Optional)								
Task 2: Pavement Treatment Program (Optional)								
Selection of Treatment Types		2	4	8				
Development of Data-Driven Logic for Treatment Selection		2	4	16				
Project Segmentation, Treatment Selection, and Prioritization		4	8	24	80			
Task 3: LIDAR and ADA Ramps								
Project Setup								
Data Collection, 4 days (100% Network)								
Data Processing & Reporting (100 ADA ramps)								
Data Processing & Reporting (200 signages)								
Task 4: Project Management and Administration								
Total Staff Hrs.	0	8	16	48	80	0	0	152
Hourly Rate	\$111.45	\$86.88	\$76.27	\$65.65	\$47.76	\$38.50	\$37.60	
Direct Labor Cost	\$0.00	\$695.04	\$1,220.32	\$3,151.20	\$3,820.80	\$0.00	\$0.00	
Total Direct Labor Cost				\$8,887.36				
Overhead (184.65%)				\$16,410.51				
Fixed Fee (25% of Labor)				\$2,221.84				
TOTAL AID				\$27,519.71				
Direct Expenses								
Print Reports & Data Storage	\$0.00							
Total Direct Expense	\$0.00							
GRAND TOTAL		\$27,519.71						

Detailed Cost Breakdown: Pavement Treatment Recommendations

ADVANCED INFRASTRUCTURE DESIGN, INC.								
Municipality of Princeton								
Proposal: Princeton, New Jersey - Pavement Management/Assessment Program (2026)								
Tasks	Senior Manager ASCE VIII	Senior Project Manager ASCE VII	Project Manager ASCE VI	Project Manager ASCE V	Senior Engineer ASCE III	Engineer ASCE I	Senior NDT Specialist	Total Hrs.
Task 1: Pavement Condition Assessment								
Project Setup								
Data Collection, 10 days (100% Network)								
Data Processing & Reporting (100% Network)								
Asphalt Thickness (Optional)	1		16		40	80		
Task 2: Pavement Treatment Program (Optional)								
Selection of Treatment Types								
Development of Data-Driven Logic for Treatment Selection								
Project Segmentation, Treatment Selection, and Prioritization								
Task 3: LIDAR and ADA Ramps								
Project Setup								
Data Collection, 4 days (100% Network)								
Data Processing & Reporting (100 ADA ramps)								
Data Processing & Reporting (200 signages)								
Task 4: Project Management and Administration								
Total Staff Hrs.	1	0	16	0	40	80	0	137
Hourly Rate	\$111.45	\$86.88	\$76.27	\$65.65	\$47.76	\$38.50	\$37.60	
Direct Labor Cost	\$111.45	\$0.00	\$1,220.32	\$0.00	\$1,910.40	\$3,080.00	\$0.00	
Total Direct Labor Cost				\$6,322.17				
Overhead (184.65%)				\$11,673.89				
Fixed Fee (25% of Labor)				\$1,580.54				
TOTAL AID				\$19,576.60				
Direct Expenses								
Print Reports & Data Storage	\$0.00							
Total Direct Expense	\$0.00							
GRAND TOTAL		\$19,576.60						

Detailed Cost Breakdown: Asphalt Thickness

Professional Services for a Pavement Condition Assessment and Management System (2026) – Municipality of Princeton, New Jersey

Technical Proposal

ADVANCED INFRASTRUCTURE DESIGN, INC.								
Municipality of Princeton								
Proposal: Princeton, New Jersey - Pavement Management/Assessment Program (2026)								
Tasks	Senior Manager ASCE VIII	Senior Project Manager ASCE VII	Project Manager ASCE VI	Project Manager ASCE V	Senior Engineer ASCE III	Engineer ASCE I	Senior NDT Specialist	Total Hrs.
Task 1: Pavement Condition Assessment								
Project Setup								
Data Collection, 10 days (100% Network)								
Data Processing & Reporting (100% Network)								
Asphalt Thickness (Optional)								
Task 2: Pavement Treatment Program (Optional)								
Selection of Treatment Types								
Development of Data-Driven Logic for Treatment Selection								
Project Segmentation, Treatment Selection, and Prioritization								
Task 3: LIDAR and ADA Ramps								
Project Setup	1		8			4		
Data Collection, 4 days (100% Network)	1		8				40	
Data Processing & Reporting (100 ADA ramps)	1	4	16			150		
Data Processing & Reporting (200 signages)								
Task 4: Project Management and Administration								
Total Staff Hrs.	3	4	32	0	0	154	40	233
Hourly Rate	\$111.45	\$86.88	\$76.27	\$65.65	\$47.76	\$38.50	\$37.60	
Direct Labor Cost	\$334.35	\$347.52	\$2,440.64	\$0.00	\$0.00	\$5,929.00	\$1,504.00	
Total Direct Labor Cost				\$10,555.51				
Overhead (184.65%)				\$19,490.75				
Fixed Fee (25% of Labor)				\$2,638.88				
TOTAL AID				\$32,685.14				
Direct Expenses								
Print Reports & Data Storage	\$0.00							
Total Direct Expense	\$0.00							
GRAND TOTAL	\$32,685.14							

Detailed Cost Breakdown: Physical Inventory of Additional Assets of Interest (ADA Ramps)

ADVANCED INFRASTRUCTURE DESIGN, INC.								
Municipality of Princeton								
Proposal: Princeton, New Jersey - Pavement Management/Assessment Program (2026)								
Tasks	Senior Manager ASCE VIII	Senior Project Manager ASCE VII	Project Manager ASCE VI	Project Manager ASCE V	Senior Engineer ASCE III	Engineer ASCE I	Senior NDT Specialist	Total Hrs.
Task 1: Pavement Condition Assessment								
Project Setup								
Data Collection, 10 days (100% Network)								
Data Processing & Reporting (100% Network)								
Asphalt Thickness (Optional)								
Task 2: Pavement Treatment Program (Optional)								
Selection of Treatment Types								
Development of Data-Driven Logic for Treatment Selection								
Project Segmentation, Treatment Selection, and Prioritization								
Task 3: LIDAR and ADA Ramps								
Project Setup								
Data Collection, 4 days (100% Network)								
Data Processing & Reporting (100 ADA ramps)								
Data Processing & Reporting (200 signages)		2	16			100		
Task 4: Project Management and Administration								
Total Staff Hrs.	0	2	16	0	0	100	0	118
Hourly Rate	\$111.45	\$86.88	\$76.27	\$65.65	\$47.76	\$38.50	\$37.60	
Direct Labor Cost	\$0.00	\$173.76	\$1,220.32	\$0.00	\$0.00	\$3,850.00	\$0.00	
Total Direct Labor Cost				\$5,244.08				
Overhead (184.65%)				\$9,683.19				
Fixed Fee (25% of Labor)				\$1,311.02				
TOTAL AID				\$16,238.29				
Direct Expenses								
Print Reports & Data Storage	\$0.00							
Total Direct Expense	\$0.00							
GRAND TOTAL	\$16,238.29							

Detailed Cost Breakdown: Physical Inventory of Additional Assets of Interest (Traffic Signs)

EXHIBIT C

BUSINESS REGISTRATION AND SALES AND USE TAX REQUIREMENTS

A. Business Registration

P.L. 2004, c.57, as amended by P.L. 2009, C.315 (N.J.S.A. 52:32-44) requires VENDOR (also "CONTRACTOR") to provide PRINCETON with its business registration and that of any named subcontractors prior to the time this Agreement is awarded. In addition:

1. A Subcontractor named in the proposal made by CONTRACTOR shall provide a copy of its business registration to CONTRACTOR who shall provide it to PRINCETON as provided above. No Contract with a subcontractor shall be entered into by CONTRACTOR under this Agreement with PRINCETON unless the subcontractor first provides CONTRACTOR with proof of a valid business registration.
2. PRINCETON will retain the proof of business registration in an alphabetical file.
3. CONTRACTOR shall maintain and submit to PRINCETON a list of subcontractors and their addresses that may be updated from time to time during the course of the contract performance. A complete and accurate list shall be submitted before final payment is made for goods provided or services rendered under the Agreement.

B. Sales and Use Tax

1. For the term of this Agreement, CONTRACTOR and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.
2. CONTRACTOR shall include within its subcontracts the requirement that, for the term of this Agreement, the subcontractor and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.

Information on the law and its requirements is available by calling (609) 292-9292.

TERMS & CONDITIONS**EXEMPTION**

Princeton is exempted by statute from payment of all Federal, State, and Municipal excise, sales and other taxes.
FEDERAL I.D. 30-0746654

LEGAL REQUIREMENTS

The vendor agrees to comply with all statutes, rules and regulations and orders set forth by the State of New Jersey, Federal Government, and ordinances of Princeton.

STATE REQUIREMENT (BUSINESS REGISTRATION REQUIREMENT)

N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

- 1) the contractor shall provide written notice to its subcontractors to submit proof of business registration to the contractor;
- 2) prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used;
- 3) during the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State. A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25.00 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609)292-9292

AUTHORIZATION TO PROCEED

Princeton shall not be responsible for materials delivered or services performed delivered without authority of its written order and properly signed and executed by authorized Princeton official (s).

QUALITY & QUANTITY

All materials or services furnished on this order must be as specified, and subject to Princeton officials' inspection and approval within a reasonable time after delivery at destination. Materials other than specified will be returned at the order must not be substituted without the review and approval of authorized Princeton official(s). Materials rejected will be returned at the vendor's risk and expense. Quantities and unit prices specified must be adhered to. In case of a change, it first requires Princeton approval or it will be paid at the quoted price and quantity.

ASSIGNMENT

Neither party shall assign or transfer this order or any interest therein or monies payable thereunder without the written consent of the other party and any assignment made without such consent shall be null and void, except that Princeton may assign this order and its interest therein to any affiliated corporation or to any corporation succeeding to Princeton's business without consent of vendor.

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

During the performance of this contract the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to **N.J.S.A. 10:5-31 et seq.** as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with **N.J.A.C. 17:27-5.2** or a binding determination of the applicable county employment goals determined by the Division, pursuant to **N.J.A.C. 17:27-5.2**.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report
- Employee Information Report Form AA302

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C.17:27**.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-214

Agenda Date: 7/27/2026

Agenda #: 2.

Resolution of the Mayor and Council of the Municipality of Princeton Authorizing the Award of a Professional Services Agreement to M&E Engineers, Inc. for Engineering Design Services to Design Two Replacement Steam Boilers at the Westminster Choir College Site for an Amount Not to Exceed \$49,925.00

WHEREAS, the Municipality of Princeton has a need for engineering design services to design two replacement steam boilers at the Westminster Choir College Site; and

WHEREAS, M&E Engineers, Inc. has provided a proposal for these services for an amount not to exceed \$49,925.00; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law, Princeton may award a contract for professional services without public advertising for bids; and

WHEREAS, this contract is not being awarded as a “fair and open” contract as defined in N.J.S.A. 19:44A-20.7; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.5., the Municipality of Princeton may award a non-fair and open contract to a business entity if, during the preceding one-year period, that business entity has not made a contribution that is reportable by the recipient under P.L. 1973, c.83, N.J.S.A. 19:44A-1 et seq. to any municipal committee of a political party in that municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded or to any candidate committee of any person serving in an elective public office of that municipality when the contract is awarded; and

WHEREAS, M&E Engineers, Inc. has completed and submitted the required pay-to-play forms which certify that M&E Engineers, Inc. has not made any reportable contributions to a candidate committee in the Municipality of Princeton in the previous year, and that the contract will prohibit M&E Engineers, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the Certified Financial Officer has certified that the Municipality of Princeton has appropriated sufficient funds for these services in account 01-201-20-111-298; and

WHEREAS, the term of this contract shall be twelve months.

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

1. The Mayor and Council, or their designee, are hereby authorized and directed to enter into an agreement

with M&E Engineers, Inc. for design services to design two replacement steam boilers at the Westminster Choir College Site for an amount not to exceed \$49,925.00 without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5(1)(a)(i).

2. The Term of this contract shall be twelve months.
3. A copy of this Resolution, Pay-to-Play Forms, and contract will be kept on file in the Office of the Clerk.



MUNICIPALITY ^{of} PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council
From: Deanna Stockton, *Municipal Engineer*
Subject: Professional Services Agreement with M&E Engineers, Inc. for the Design of a Replacement Boiler System Serving Various Buildings on the Westminster Campus
Date: July 22, 2026

Attached for Council's authorization at its July 27, 2026 meeting is a professional services contract with M&E Engineers, Inc. for the replacement of two failed steam boilers serving Williamson Hall, Erdman Hall, Taylor Hall, and Bristol Chapel through an underground steam distribution system on the Campus.

M&E Engineers, Inc. has submitted a proposal to design the replacement boilers and related ancillary equipment and piping sized to adequately supply heat to the four structures. Taylor Hall has been offline from the heating system since before Princeton purchased the property from Rider University due to an underground steam pipe failure; the proposed boiler will be capable of serving this building in the future if it is brought back into service and the steam distribution line repaired. While we understand that Bristol Chapel may come under the ownership of McCarter Theater in the future, M&E Engineers has advised that Princeton could assign and invoice a portion of Princeton's cost of operating the system if the transaction does occur.

The proposed scope includes reviewing existing documentation, conducting site visits, coordinating with the architect and planning consultants, preparing design layouts, plans, construction documents, and specifications, and providing bidding support. The proposal also includes design of an automatic safety control system intended to comply with applicable New Jersey boiler requirements and ASME CSD-1 standards. M&E would also attend a bidder site visit, review bids, recommend an award, and provide construction administration services such as submittal review, responses to reasonable RFIs, progress meetings, final inspection, and punch list preparation. The proposed not to exceed fee is \$49,925.00.

Several items are excluded from the consultant's scope, including structural review and design, hazardous materials identification and abatement, permit applications, commissioning, hidden-condition investigation beyond visual observation, and site utility location services. The proposal also notes that M&E cannot guarantee approval of the boiler exemption by the State Board, and that certain exemption-related duties must be completed by the Operating Engineer and/or Boiler Operator in charge.

Given the failed boiler condition, the importance of maintaining heat to the Williamson Hall, Erdman Hall, and Bristol Chapel, and the need for code-compliant engineering documents to support bidding, permitting, and construction, authorization of the consultant proposal is recommended.

Please contact me if you have any questions.

**PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING DESIGN SERVICES
TO DESIGN TWO REPLACEMENT STEAM BOILERS AT THE WESTMINSTER CHOIR
COLLEGE SITE**

THIS AGREEMENT (“Agreement” or “agreement”) is by and between THE MUNICIPALITY OF PRINCETON (“PRINCETON”), a municipal corporation of the state of New Jersey, 400 Witherspoon Street, Princeton, New Jersey, 08540 (hereinafter referred to as "PRINCETON") and M&E ENGINEERS, INC., 26 West High Street, Somerville, New Jersey 08876 (hereinafter referred to as "CONSULTANT".)

WITNESS

WHEREAS, PRINCETON desires to obtain engineering design services to design two replacement steam boilers at the Westminster Choir College Site; and

WHEREAS, on July 20, 2026, CONSULTANT provided a written proposal to PRINCETON for purposes of performing the sought-after professional services to PRINCETON, a copy of which is attached as Exhibit B hereto; and

WHEREAS, by resolution, the Council awarded an agreement for professional services to CONSULTANT without public bidding as authorized by law, in accordance with the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

NOW THEREFORE, IT IS AGREED by and between PRINCETON and CONSULTANT as follows:

1. **Scope of Services.**

- a. In consideration for payment of the cost set forth in Section 3 below, CONSULTANT shall use its best efforts to perform professional services and other related duties as set forth in the CONSULTANT’S proposal, a copy of which is attached hereto as Exhibit B and incorporated herein as if fully restated. Should there be any conflict between the terms of CONSULTANT’S proposal and this Agreement, the terms of this Agreement shall control.

2. **Contract Term.**

- a. This Agreement shall become effective upon the date of the final signature below.
- b. This Agreement shall expire twelve months from the effective date, unless terminated sooner pursuant to the termination provisions set forth in subsection 2c. below.
- c. The Agreement may be terminated by either party, by giving thirty (30) days advanced written notice to the other, to the address as set forth on page 1 above.

3. **Compensation; Manner of Payment.**

- a. The anticipated cost of CONSULTANT’S services as described herein shall not exceed forty-nine thousand, nine hundred twenty-five dollars and zero cents (\$49,925.00), subject

to annual budgetary appropriations.

- b. CONSULTANT shall bill PRINCETON monthly on municipal vouchers for services rendered and reimbursement for such expenses incurred during the prior month, based on the hourly rates and fees set forth in Exhibit B. CONSULTANT shall give written notice to PRINCETON when the CONSULTANT has billed eighty percent (80%) of the compensation set forth in paragraph 3a.
- c. PRINCETON agrees to pay CONSULTANT within thirty (30) days of receipt of invoice and an audited and approved signed voucher.

4. Terms and Conditions.

- a. CONSULTANT shall take note of and comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 regarding Affirmative Action/ Equal Employment Opportunity and the Americans with Disabilities Act. The parties hereby incorporate into this Agreement the Affirmative Action/Non-Discrimination addendum per the attached Exhibit A.
- b. CONSULTANT shall take note of and comply with the requirements of P.L. 2004, c.57 (N.J.S.A. 52:32-44 et seq.) regarding Business Registration and Sales and Use Tax. The parties hereby incorporate into this Agreement the Business Registration and Sales and Use Tax addendum per the attached Exhibit C.
- c. The Terms and Conditions printed on the purchase order issued by PRINCETON to CONSULTANT shall be incorporated into this agreement per the attached Exhibit D.

5. Political Contributions.

- a. This Agreement has been awarded to CONSULTANT based on the merits and abilities of CONSULTANT to provide the services as described herein. This Agreement was not awarded through a "fair and open process" as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CONSULTANT hereby certifies that CONSULTANT (including persons and other business entities having an interest in CONSULTANT, as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution that is reportable by the recipient under P.L. 1973, c.83, N.J.S.A. 19:44A-1 et seq. (i.e., in excess of \$200.00), in the one (1) year period preceding the award of this Agreement nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded.
- b. CONSULTANT is advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if CONSULTANT receives in a calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity. It is CONSULTANT'S responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at (888) 313-3532 or

6. Insurance; Hold Harmless.

- a. Prior to commencing work, CONSULTANT shall furnish PRINCETON with a Certificate of Insurance as evidence that it has procured such commercial, automobile, workers' compensation, employer's and professional liability insurance coverage as is customary for the type and scope of services to be rendered under this Agreement. PRINCETON, and its officers, employees, agents and consultants, shall be listed as additional insured and as the certificate holder on such policies.
- b. CONSULTANT shall defend, indemnify and hold harmless PRINCETON, its officers, employees, agents and consultants from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, arising out of or in any way connected with the CONSULTANT'S acts or omissions, or those of its officers, employees, agents and consultants, in connection with this Agreement.
- c. It is also agreed that the acceptance of the final payment by the CONSULTANT shall be considered as a release in full of all claims against PRINCETON arising out of or by reason of performance or non-performance of the CONSULTANT'S obligations under this contract.

7. Complete Agreement.

- a. This Agreement and any attachments hereto or incorporated by reference represents the entire contract between the parties and shall take precedence over all other prior or existing understandings or agreements, if any, whether oral or written.

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

ATTEST:

THE MUNICIPALITY OF PRINCETON

By: _____
Dawn M. Mount, Municipal Clerk

By: _____
Mark Freda, Mayor

Date: _____

Date: _____

WITNESS:

M&E ENGINEERS, INC.

By: _____

By: _____
Authorized Representative

Date: _____

Date: _____

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, c. 127)

N.J.A.C. 17:27 et seq.

GOODS, GENERAL SERVICE AND PROFESSIONAL SERVICES CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval;

Certificate of Employee Information Report; or

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at http://www.state.nj.us/treasury/contract_compliance).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase and Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase and Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **N.J.A.C. 17:27-1 et seq.**



M&E Engineers, Inc.
Integrated Engineering Solutions
26 West High Street, Somerville, NJ 08876
908 - 526 - 5700 • www.MEngineers.com

July 21, 2026

Deanna Stockton
Municipal Engineer
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540
dstockton@princetonnj.gov

Re: Engineering Fee Proposal (Rev.)
Westminster Choir College
Boiler Replacements

Dear Ms. Stockton,

M&E Engineers, Inc. (M&E) is pleased to submit this proposal to provide engineering services to design two new steam boilers to replace those that have failed at the above-referenced facility. This central steam plant provides heat for Williamson Hall, Erdman Hall, Taylor Hall and Bristol Chapel, through an underground steam distribution system.

As discussed, steam boilers over 100 Horsepower (Hp) require the supervision of a Black Seal Engineer at all times that the building is occupied. However, the New Jersey Department of Labor requirements for Boilers, Pressure Vessels and Refrigerating Plants N.J.S.A. 34:7-1(6) and NJAC 12:90 Exception 6 alleviates this strict requirement by adding an automatic safety control system. We propose to include the design of a safety control system with the boiler replacement design package.

SCOPE OF SERVICES

- M&E will utilize the existing documentation, particularly the boiler replacement project from 2005 to establish existing conditions and equipment sizing.
- M&E will conduct site visits to document the existing conditions.
- M&E will meet with the architect and planning consultants involved with the campus.
- M&E will provide a design layout and plans for the replacement boilers and associated ancillary equipment and piping.
- M&E will design an automatic safety control system that complies with ASME CSD-1 (Controls and Safety Devices for Automatically Fired Boilers).
- M&E will prepare construction documents and specifications for bidding, permit application and construction.
- M&E will attend a site visit with bidders, review bids and make a recommendation for award.
- M&E will provide construction administration services, including review of submittals, responding to reasonable RFI's, attend periodic progress meetings, perform a final inspection and issue a punch list.

STIPULATIONS

- M&E will verify existing conditions by visual observations only and have not included demolition to expose hidden conditions, any testing or site utility location services.
- M&E shall have no control or charge and/or responsibility for construction means, methods, techniques, sequences, or procedures, for safety precautions and programs in connection with the work, for acts or omissions of the contractors, subcontractors or other persons performing any of the work, or for failure of any of them to carry out the work in accordance with construction documents.
- The scope of services is limited to those specifically expressed herein. M&E will provide the services described in this proposal in accordance with the generally accepted standards of the profession. Work shall be performed under the supervision of a licensed Professional Engineer. No warranty is expressed nor implied.
- Electrical work is limited to reconnecting new burners and controls to the existing electrical distribution system.
- Some of the requirements for approval under Exemption 6 must be completed by the Operating Engineer and/or Boiler Operator in charge. M&E is not performing any of their respective duties.
- M&E cannot guarantee approval of the Exemption by the State Board.
- Structural review and design are NOT included.
- Hazardous Materials identification and abatement are NOT included.
- Permit applications are NOT included.
- Commissioning is NOT included.

FEES & PAYMENTS

We propose to perform the services as described above for a lump sum fee of **Forty-Nine Thousand Nine Hundred Twenty-Five Dollars (\$49,925.00)** for services as listed herein. The fee is based on the following estimate based on the tasks describe above:

Title	Hours	Rate	Total
Senior Principal	65	\$245.00	\$ 15,925.00
Associate Principal	40	\$230.00	\$ 9,200.00
Senior Engineer	0	\$200.00	\$ 0
Project Engineer	160	\$155.00	\$ 24,800.00
Staff Engineer	0	\$135.00	\$ 0
TOTAL	265		\$ 49,925.00

Expenses such as travel and reproduction of documents are included in the fee. Invoices will be issued monthly according to the progress of the work and are due within net 30 days.

CONTRACT FORM

Services shall be performed in accordance with the terms of the 'Agreement for Professional Services' document provided by Princeton under our previous contract. M&E Engineers maintains General Liability, Excess Umbrella, and Professional Services Insurance coverage, and will issue certificates upon request.

We thank you for the opportunity to present this proposal and look forward to being of service.

Very Truly Yours,



William Amann, P.E., DCEP, LEED Fellow
President

WA/ml



EXHIBIT C

BUSINESS REGISTRATION AND SALES AND USE TAX REQUIREMENTS

A. Business Registration

P.L. 2004, c.57, as amended by P.L. 2009, C.315 (N.J.S.A. 52:32-44) requires VENDOR (also "CONTRACTOR") to provide PRINCETON with its business registration and that of any named subcontractors prior to the time this Agreement is awarded. In addition:

1. A Subcontractor named in the proposal made by CONTRACTOR shall provide a copy of its business registration to CONTRACTOR who shall provide it to PRINCETON as provided above. No Contract with a subcontractor shall be entered into by CONTRACTOR under this Agreement with PRINCETON unless the subcontractor first provides CONTRACTOR with proof of a valid business registration.
2. PRINCETON will retain the proof of business registration in an alphabetical file.
3. CONTRACTOR shall maintain and submit to PRINCETON a list of subcontractors and their addresses that may be updated from time to time during the course of the contract performance. A complete and accurate list shall be submitted before final payment is made for goods provided or services rendered under the Agreement.

B. Sales and Use Tax

1. For the term of this Agreement, CONTRACTOR and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.
2. CONTRACTOR shall include within its subcontracts the requirement that, for the term of this Agreement, the subcontractor and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.

Information on the law and its requirements is available by calling (609) 292-9292.

TERMS & CONDITIONS**EXEMPTION**

Princeton is exempted by statute from payment of all Federal, State, and Municipal excise, sales and other taxes.
FEDERAL I.D. 30-0746654

LEGAL REQUIREMENTS

The vendor agrees to comply with all statutes, rules and regulations and orders set forth by the State of New Jersey, Federal Government, and ordinances of Princeton.

STATE REQUIREMENT (BUSINESS REGISTRATION REQUIREMENT)

N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

- 1) the contractor shall provide written notice to its subcontractors to submit proof of business registration to the contractor;
- 2) prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used;
- 3) during the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State. A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25.00 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609)292-9292

AUTHORIZATION TO PROCEED

Princeton shall not be responsible for materials delivered or services performed delivered without authority of its written order and properly signed and executed by authorized Princeton official (s).

QUALITY & QUANTITY

All materials or services furnished on this order must be as specified, and subject to Princeton officials' inspection and approval within a reasonable time after delivery at destination. Materials other than specified will be returned at the order must not be substituted without the review and approval of authorized Princeton official(s). Materials rejected will be returned at the vendor's risk and expense. Quantities and unit prices specified must be adhered to. In case of a change, it first requires Princeton approval or it will be paid at the quoted price and quantity.

ASSIGNMENT

Neither party shall assign or transfer this order or any interest therein or monies payable thereunder without the written consent of the other party and any assignment made without such consent shall be null and void, except that Princeton may assign this order and its interest therein to any affiliated corporation or to any corporation succeeding to Princeton's business without consent of vendor.

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

During the performance of this contract the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to **N.J.S.A. 10:5-31 et seq.** as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with **N.J.A.C. 17:27-5.2** or a binding determination of the applicable county employment goals determined by the Division, pursuant to **N.J.A.C. 17:27-5.2**.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report
- Employee Information Report Form AA302

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C.17:27**.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-215

Agenda Date: 7/27/2026

Agenda #: 3.

Resolution of the Mayor and Council of Princeton Authorizing the Award of a Contract with Asphalt Paving Systems for 2026 Pavement Preservation Services for an Amount Not to Exceed \$183,418.96 Utilizing New Jersey State Contract 17-GNSV2-00181

WHEREAS, the Municipality of Princeton wishes to procure pavement preservation services; and

WHEREAS, paving services are available on State Contract 17-GNSV2-00181 awarded to Asphalt Paving Systems by the State of New Jersey, Department of the Treasury, Division of Purchase and Property ("Division"); and

WHEREAS, in accordance with the authority set forth in N.J.S.A. 40A:11-12 of the Local Public Contracts Law, the Municipality of Princeton may, without publicly advertising for bids, purchase any goods or services under any contract for such goods and services entered into on behalf of the Division; and

WHEREAS, Asphalt Paving Systems provided a proposal for the desired services in the amount of \$183,418.96; and

WHEREAS, the Certified Financial Officer has certified that the Municipality of Princeton has appropriated sufficient funds for this equipment in the following accounts:

04-215-19-021-076-353	\$5,471.55
04-215-23-021-076-338	\$73.41
04-215-24-014-076-337	\$9,631.42
04-215-26-023-076-330	\$168,242.58

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

1. The Mayor and Council, or their designee, is hereby authorized and directed to enter into an agreement with Asphalt Paving Systems for 2026 Pavement Preservation Services without public bidding as permitted by law utilizing New Jersey State Contract 17-GNSV2-00181.
2. A copy of this Resolution and the contract will be kept on file in the Office of the Clerk.



MUNICIPALITY OF PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council
From: James J. Purcell, PE, *Assistant Municipal Engineer*
Subject: Asphalt Pavement Systems Contract for 2026 Pavement Preservation Services
Date: July 22, 2026

Attached for authorization at the July 27, 2026 Council meeting is a resolution to use a State contract with Asphalt Pavement Systems (APS) to perform pavement preservation services on the following roads:

- Bogart Court
- Montadale Circle
- Foulet Drive
- Andrews Lane
- Bayard Lane (from Mountain Avenue to its end past Duffield Place)
- Duffield Place
- Madison Street
- Moran Avenue

The scope of work includes repairing deteriorated sections of pavement, performing crack sealing, and placing a microsurfacing emulsion to restore the pavement surface. The 2022 Roadway Inventory performed by Advanced Infrastructure Design classified these roadways as Very Good in terms of surface distress but in need of a preservation treatment to maintain that classification. A more recent investigation by Engineering and APS determined that this continues to be the recommended treatment.

This will be the second time that Princeton undertakes a pavement preservation project; APS successfully performed these services on Bertrand Drive and Caldwell Drive in 2025. Microsurfacing is a pavement preservation strategy that adds several years of service life to a roadway at between 50% and 65% of the cost of milling and resurfacing. It is a cold-applied mixture of polymer-modified asphalt emulsion, fine-graded aggregate, mineral filler, and water. It cures in under an hour to seal cracks, improve skid resistance, and prevent moisture intrusion. Microsurfacing is best suited for structurally sound pavements that are beginning to show distress of the surface course. In addition to the cost effectiveness and quick return to traffic, microsurfacing has a reduced environmental impact because the existing pavement stays in place and the use of hot mix asphalt is avoided. In the first installations, residents were initially concerned that the roadway does not look like a new roadway; it has a dark brown surface, is rougher than a newly paved road, and may have visible irregularities until it cures. After the pavement color returned to black / dark gray, we did not receive any additional feedback from the neighbors, and it appears to be serving its intended purpose to extend the pavement life.

Please contact me with any questions.



P. O. Box 530 - Hammonton, NJ 08037
Phone (609) 561-4161 - Fax (609) 561-0920

New Jersey State Contract #: T2507

Proposal Date: 1/29/2026

Customer: Princeton

Location: Various totaling approximately 19,216 SY

Purchase Order #: 17-GNSV2-00181

LINE #	DESCRIPTION	UNIT	UNIT PRICE	QTY	INVOICE AMT
61	Micro-Surfacing Aggregate Type II	TN	\$124.53	188	\$23,411.64
62	Micro-Surfacing Aggregate Type III Rut-Filling	TN	\$339.42		\$0.00
63	Micro-Surfacing Emulsion	GA	\$11.37	5,802	\$65,968.74
64	Tack Coat	GA	\$3.95		\$0.00
65	HMA Patch	TN	\$743.82	67	\$49,835.94
66	Full Depth Concrete Pavement Repair - HMA	SY	\$433.29		\$0.00
67	Sealing of Cracks and Joints in Hot Mix Asphalt - Surface Course	LF	\$2.02	19,000	\$38,380.00
68	Sealing of Existing Cracks and Joints in Concrete Pavement	LF	\$2.89		\$0.00
69	Removal of RPM	EA	\$21.67		\$0.00
70	RPM, Bi-Directional, Amber Lens	EA	\$51.15		\$0.00
71	Traffic Stripes, 4"	LF	\$0.91	1,910	\$1,738.10
72	Traffic Stripes, Latex 4"	LF	\$0.44		\$0.00
73	Traffic Control, State	HR	\$715.59		\$0.00
74	Removal of Traffic Stripes	LF	\$0.92	2,464	\$2,266.88
75	Traffic Control, County & Municipality	HR	\$628.28		\$0.00
76	RPM, Mono-Directional, White Lens	EA	\$51.15		\$0.00
77	RPM, Mono-Directional, Amber Lens	EA	\$51.15		\$0.00
78	Rumble Strip	LF	\$1.01		\$0.00
79	Slurry Seal Aggregate, Type II	TN	\$134.78		\$0.00
80	Slurry Seal Emulsion	GA	\$12.14		\$0.00
81	Micropaving Joints	LF	\$5.08		\$0.00
82	Traffic Stripes, 6"	LF	\$0.79		\$0.00
83	Traffic Markings Lines, 8"	LF	\$1.24		\$0.00
84	Traffic Markings Lines, 24"	LF	\$7.27	170	\$1,235.90
85	Traffic Markings Symbols	SF	\$12.12	48	\$581.76
86	Traffic Stripes, Latex 6"	LF	\$0.56		\$0.00
87	Traffic Markings Symbols, Latex	SF	\$5.25		\$0.00
88	Micro-Milling	SY	\$21.21		\$0.00
89	Traffic Marking Lines, Latex 8"	LF	\$1.33		\$0.00
90	Traffic Marking Lines, Latex 24"	LF	\$3.94		\$0.00

Total

\$183,418.96



P. O. Box 530 - Hammonton, NJ 08037
Phone (609) 561-4161 - Fax (609) 561-0920

Final Quantities

Job #: 0

Project: Princeton

<u>Municipality</u>	<u>SY</u>
Bogart Court	2,454.00
Montadale Circle	2,120.44
Foulet Drive	4,005.33
Andrews Lane	3,975.56
Bayard Lane	1,711.11
Duffield Place	1,819.44
Madison Street	1,555.56
Moran Avenue	1,574.44
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
<u>Total</u>	19,215.89



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-216

Agenda Date: 7/27/2026

Agenda #: 4.

Resolution of the Mayor and Council of the Municipality of Princeton Authorizing an Increase of \$8,245.00 to the Not to Exceed Amount for the Professional Services Agreement with Environmental Management Associates, Inc. for Additional Work in Connection with the Phase II Assessment of 303 John Street for a New Not to Exceed Amount of \$59,125.00

WHEREAS, on April 13, 2026, the Qualified Purchasing Agent awarded a professional services agreement to Environmental Management Associates, Inc. ("EMA") for Phase II Assessment of 303 John Street for an amount not to exceed \$50,160.00 and term of one year; and

WHEREAS , on April 15, 2026, the Qualified Purchasing Agent authorized an increase of \$720.00 for additional sampling for a new not to exceed amount of \$50,880.00; and

WHEREAS, additional sampling is needed to complete the assessment; and

WHEREAS, EMA has provided a proposal for the additional services in the amount of \$8,245.00; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available to pay for said services from 04-215-17-037-011-302.

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

1. The Mayor and Council, or their designee, hereby authorize the second amendment to the agreement originally authorized by the Qualified Purchasing Agent on April 13, 2026, and increased on April 15, 2026, to increase the not to exceed amount by \$8,245.00 for a new not to exceed amount of \$59,125.00.
2. All remaining provisions of the original agreement not otherwise amended by or inconsistent herewith shall remain in full force and effect.
3. This Resolution, when countersigned by Environmental Management Associates, Inc. shall serve as the second amendment to the original agreement between the parties.
4. A copy of this resolution will be kept on file in the Office of the Clerk.

ATTEST:

MUNICIPALITY OF PRINCETON

By: _____

By: _____

ATTEST:

**ENVIRONMENTAL MANAGEMENT
ASSOCIATES, INC.**

By: _____

By: _____



MUNICIPALITY ^{of} PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council
From: Deanna Stockton, PE, Municipal Engineer
Subject: Authorization for Additional Phase II Site Investigation Work at 303 John Street
Date: July 22, 2026

Attached for Council authorization at its July 27, 2026 meeting is an amendment to the professional services agreement with Environmental Management Associates, Inc. (EMA) for Phase II Site Investigation services at the Princeton Department of Public Works property located at 303 John Street, identified as Block 6902, Lot 29.

EMA specializes in all aspects of Environmental Site Investigation and Remediation Services; EMA previously assisted Princeton in the investigation and remediation of the former Township DPW facility located where the Princeton Fire and Rescue Squad headquarters is located. EMA also assisted with the removal of an underground storage tank at the Chestnut Street firehouse site. The John Street site has actively been used by Princeton as a public works facility for decades and it was previously operated as a bus depot prior. As this site has been designated as a future affordable housing site in Princeton's Fourth Round Affordable Housing Plan Element and Fair Share Plan, EMA was retained by Princeton to perform a Phase I preliminary environmental assessment of the site. Based upon EMA's findings in the preliminary assessment phase, Princeton retained EMA to conduct a Phase II site investigation which included a ground penetrating radar scan of the property, soil borings, groundwater monitoring wells installation, and analyses of the soil and groundwater samples for various contaminants. Due to the value of the contracts (\$7100 for Phase I and \$50,880 for Phase II), the Qualified Purchasing Agent (QPA) approved the agreements without formal action by Council in accordance with Local Public Contract Law.

The attached \$8,245 proposal for additional soil and groundwater sampling and analyses raises the total amount of the professional services agreement for the Phase II site investigation contract to \$59,125.00 which is over the \$53,000 threshold for which the QPA can award without formal council action. The proposed additional work is intended to further evaluate soil and groundwater conditions at the property and to provide supporting data and recommendations regarding any subsequent site work that may be warranted.

Based on the findings identified in the draft Site Investigation Report and the need to further evaluate soil and groundwater conditions at the property, authorization is respectfully requested for EMA to proceed with the additional Phase II site investigation services at the Princeton DPW property located at 303 John Street in an amount not to exceed \$8,245.00.

Please contact me if you have any questions.



ENVIRONMENTAL MANAGEMENT ASSOCIATES, INC.
5303 Route 33/34, Farmingdale, NJ 07727 · Ph: (732) 919-0595 · Fx: (732) 919-0758
www.emaenv.com
"Navigating the Environment" SM

July 8, 2026

Princeton Engineering
400 Witherspoon Street
Princeton, NJ 08540
Attention: Deanna Stockton, PE
Via Email: dstockton@princetonnj.gov

**RE: Princeton DPW Property: Phase II Assessment – Additional Work
303 John Street
Princeton, NJ
Block: 6902; Lot: 29**

Dear Ms. Stockton:

Environmental Management Associates, Inc. (EMA) has prepared the following proposal for additional site investigation of the referenced property.

Work Scope

- Based on findings presented in EMA's July 1, 2026 Site Investigation Report, EMA proposes to collect three additional soil samples around boring P-1. Soil samples from each boring will be analyzed for SPLP Arsenic and Lead.
- EMA to collect confirmatory groundwater samples from wells GW-1 and GW-2 for Lead analysis. Cost estimate includes two rounds of sampling. Initial sample collection at the same time as the soil borings.
- EMA will provide a letter-form addendum to the Site Investigation Report with resulting data and recommendations for any further site work.

Costing

Additional Site Investigation

LSRP: general coord., telecom., meetings, email, review, scheduling: 7 hours @ \$ 200/hr.:	\$ 1,400.00
LSE: field oversight, documentation, soil sampling: 8 hours @ \$ 125/hour:	\$ 1,000.00
Preparation of Letter-Form Summary:	\$ 1,200.00
Geoprobe and Operator: Mobilization and One Day Service:	\$ 1,700.00
Equipment and expendables initial groundwater sample collection:	\$ 650.00
Second groundwater sample collection:	\$ 1,500.00
Soil: analysis of 3 samples SPLP Arsenic and Lead:	\$ 555.00
Groundwater: analysis of 4 samples for Lead:	\$ 240.00
Estimated Add Investigation:	\$ 8,245.00

Deanna Stockton, Princeton
July 8, 2026
Page 2

Assumptions

- Access to all areas of the property will be provided to EMA during the additional investigation.
- Services will be governed by Purchase Order issued by Princeton.
- Well and boring locations will be accessible to a track mounted drill rig.
- EMA will call in utility mark-out for the property. EMA shall not be responsible for any damage to unmarked or mismarked utilities or subsurface features not brought to our attention.
- Subsurface materials will allow borehole to penetrate to the desired depth. EMA shall not be responsible for subsurface conditions such as shallow refusal that may alter or prolong the work scope. Quoted costs assume one day of field work. If additional days of site work become necessary due to conditions beyond EMA's control, day rate for Geoprobe and Operator is as quoted. Overtime rate for Drill Rig and crew past 8 hours on site on any given day is \$ 450/hour.
- EMA is not responsible for incidental damage to pavement and landscaping that may be caused using heavy equipment.

Please contact me at (732) 919-0595 with any questions regarding this proposal.

Sincerely,
Environmental Management Associates, Inc.

Nathan Thompson, C.P.G.
Project Manager

Authorization to Proceed

I authorize EMA to proceed with the stated work under the pricing and assumptions listed in their proposal of July 8, 2026 regarding the Princeton DPW site at 303 John Street in Princeton, NJ. EMA will be paid within 30 days of approved invoice receipt. If EMA must retain an attorney to obtain payment of open invoices, I/we agree to pay all attorney fees and court costs in addition to the invoice balance. I am authorized by Princeton to agree to these terms. Services also subject to Professional Services Agreement issued by Princeton.

By agreeing to this proposal, the client agrees to attempt to resolve any dispute without resorting to litigation. However, in the event that a claim is made by either party that results in litigation, and the claimant fails to prevail, then the claimant shall pay all costs incurred in defending the claim, including reasonable attorney's fees. Any cause of action must be instituted within two (2) years from the date the service is performed; regardless of whether the facts giving rise to the claim are not discoverable during that time period.

Signed: _____

Name: _____



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-217

Agenda Date: 7/27/2026

Agenda #: 5.

Resolution of the Mayor and Council of Princeton Authorizing the Execution of a License Agreement with Soterra LLC for Permission to Install Awning which will Encroach into the Public Right of Way

WHEREAS, Soterra LLC has a tenancy at 41 Witherspoon Street in Princeton, New Jersey, which property is referred to as Block 27.02, Lot 68 on the Princeton Tax Maps (“Property”), and seeks to operate a restaurant to be located in the existing building on the Property; and

WHEREAS, Soterra LLC has submitted an application for Administrative Waiver of Site Plan Review with the Princeton Planning Board for approval to mount along the front of the building an awning which will project four-foot from the building (“Awning”); and

WHEREAS, the Awning will encroach into Princeton’s public right of way (“Right of Way”) and therefore, Soterra LLC has requested Princeton’s permission to allow said encroachment; and

WHEREAS, the prior tenant of the Property had installed and operated an Awning in a similar location as the proposed new Awning.

NOW, THEREFORE, be it resolved by the Council of the Municipality of Princeton as follows:

1. The “Whereas” clauses are hereby incorporated herein as if fully restated.
2. Princeton is hereby authorized to execute a License Agreement with Soterra LLC to install and maintain an Awning within the public Right of Way identified above. Soterra LLC’s use, if any, of the Right of Way for the Awning prior to execution of the License Agreement is hereby ratified.
3. The terms and conditions of the License Agreement shall be substantially as set forth in the proposed License Agreement, and any amendments shall be subject to the review of the Municipal Attorney.

**LICENSE AGREEMENT
AWNING ENCROACHMENT INTO PUBLIC RIGHT OF WAY**

THIS AGREEMENT made this 27th day of July, 2026 between the Municipality of Princeton, a municipal corporation of the State of New Jersey, with a business address at 400 Witherspoon Street, Princeton, New Jersey 08540 (“Princeton”) and Soterra LLC, 41 Witherspoon Street, Princeton, New Jersey 08540 (“Licensee”).

WITNESSETH

WHEREAS, Licensee has a tenancy at 41 Witherspoon Street in Princeton, New Jersey, and referred to as Block 27.02, Lot 68 on the Princeton Tax Maps (“Property”), and is seeks to operate a restaurant to be located in the existing building on the Property; and

WHEREAS, Licensee submitted an application for Administrative Waiver of Site Plan Review with the Princeton Planning Board for approval to mount along the front of the building an awning which will project four-foot from the building (“Awning”); and

WHEREAS, the Awning will encroach into Princeton’s public right of way (“Right of Way”) and therefore, the Licensee has requested Princeton’s permission to allow said encroachment.

NOW, THEREFORE, for and in consideration of the sum of one dollar, the receipt and adequacy of which is acknowledged, Princeton does hereby grant and convey to the Licensee the right to encroach into the Right of Way according to the following terms and conditions:

1. Princeton hereby grants permission to the Licensee to install, use and maintain the Awning which will encroach into the Right of Way (the “Encroachment”), as shown on pages 1 through 3 of the Design Plans by Sign N Print Pros., dated April 15, 2026 and revised to June 22, 2026, which were filed with the Princeton Planning Board as part of an application for an Administrative Waiver of Site Plan Review, copies of which pages are annexed hereto as Exhibit A for ease of reference.

2. This permission is given on the express understanding and condition that the use, operation, and maintenance of the Awning within the Encroachment is a permissive use which is revocable by Princeton on any of the terms and conditions set forth below.

3. The Licensee agrees to install and maintain the Awning in a safe and proper manner at all times and hereby acknowledges that the use, operation, and maintenance of the Awning in the Encroachment will never become the basis of a prescriptive right, easement or title to any portion of the Right of Way or any interest in the Right of Way and will never be or deemed to be a reduction, termination, or modification of any kind of the Right of Way or any portion thereof or any interest or right therein.

4. The Awning shall be maintained in good repair at all times.

5. At the Licensee's sole expense, the Licensee agrees to remove the Awning from the Encroachment upon reasonable notice from Princeton in any of the following events:

- a. Princeton determines that the Awning interferes with or endangers the proper operation, safety or maintenance of the Right of Way within which it encroaches.
- b. Princeton finds it necessary to discontinue the Encroachment in order to maintain or utilize the Right of Way for other purposes.
- c. Princeton determines, in its reasonable discretion, that it is in the best interest of Princeton to discontinue the Encroachment.
- d. Princeton determines that the Licensee is in violation of any of the terms of this Agreement.

6. In the event the Licensee fails to remove the Awning from the Encroachment if any of the events in paragraph 5 take place and within the time period requested in writing by Princeton, Princeton may effect the removal of the Awning or other personal property from the Encroachment, without Princeton incurring any liability whatsoever to the Licensee; and in such event, the Licensee will be liable to Princeton for any and all reasonable costs incurred by the Princeton in connection with the removal and will reimburse Princeton for such costs upon demand of Princeton.

7. The Licensee will not do or permit to be done any of the following acts in the Right of Way or any portion thereof: (a) expand or add to the Encroachment or (b) construct or erect any other signs or other equipment or materials in the Encroachment other than the Awning.

8. The Licensee hereby agrees to indemnify, defend and hold harmless Princeton and its officials, employees and agents from and against all liability, loss, cost, damage, and expenses (including, but not being limited to, attorneys' fees, court costs, and expenses or litigation) arising out of or in any manner connected with the Licensee's installation, use, operation, maintenance or removal of the Awning in the Encroachment, use of the Encroachment or use of the Right of Way under this Agreement.

9. This Agreement and the covenants and conditions contained in this Agreement will be binding on and inure to the benefit of each of the parties hereto and their respective heirs, assigns, employees, servants, representatives, and successors in title.

[Signatures Next Page]

ATTEST

THE MUNICIPALITY OF PRINCETON

Mayor Mark Freda

ATTEST:

SOTERRA, LLC

By: _____



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-218

Agenda Date: 7/27/2026

Agenda #: 6.

Resolution of the Mayor and Council Authorizing the Award of a Bid Contract to Black Rock Enterprises, LLC for Terhune Road Safe Streets to Transit Pedestrian Improvements for an Amount Not to Exceed \$3,039,948.55

WHEREAS, in response to a Notice to Bidders duly posted on www.princetonnj.gov on June 12, 2026, the Municipality of Princeton received and publicly opened the following three (3) bid(s) for the Terhune Road Safe Streets to Transit Pedestrian Improvements bid:

1. \$3,039,948.55 from Black Rock Enterprises, LLC of Old Bridge, New Jersey
2. \$3,084,013.13 from Earle Asphalt Company of Farmingdale, New Jersey
3. \$4,165,287.39 from Seacoast Construction, Inc. of East Brunswick, New Jersey

WHEREAS, Princeton solicited bids for a base bid plus the option of including additional quantities, and based thereon, Black Rock Enterprises, LLC submitted the lowest bid with or without the alternate; and

WHEREAS, department personnel and the Qualified Purchasing Agent have reviewed the bids and determined that the bid submitted by Black Rock Enterprises, LLC is a responsible and responsive bid, and recommend that a contract be awarded to Black Rock Enterprises, LLC for Terhune Road Safe Streets to Transit Pedestrian Improvements; and

WHEREAS, the Engineer recommends the award of the contract for the base bid only;

WHEREAS, the Certified Financial Officer certifies that the Municipality of Princeton has appropriated sufficient funds for these services in the following budget accounts:

04-215-23-021-076-331	\$897,535.56
04-215-23-021-076-335	\$341,026.33
04-215-26-023-076-330	\$201,648.04
04-215-26-023-076-329	\$1,599,738.62.

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

1. The Mayor and Council are hereby authorized and directed to enter into an agreement with Black Rock Enterprises, LLC for Terhune Road Safe Streets to Transit Pedestrian Improvements for an amount not

to exceed \$3,039,948.55 in accordance with the specifications, terms, and conditions within the Bid Documents.

2. The Contract and Bid Documents will be kept on file in the Office of the Clerk.



MUNICIPALITY ^{of} PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council
From: Deanna Stockton, P.E., C.M.E., *Deputy Administrator/Municipal Engineer*
Subject: Bid Award for Terhune Road Safe Streets to Transit Pedestrian Improvements
Date: July 21, 2026

Attached for award at Council's July 27, 2026, meeting is a construction contract with Black Rock Enterprises, LLC in the amount not to exceed \$3,039,948.55 for the Terhune Road Safe Streets to Transit Pedestrian Improvements project.

The Terhune Road Safe Streets to Transit Pedestrian Improvements project spans from Mount Lucas Road to North Harrison Street (approximately 3,200 feet or 0.6 miles). The improvement project includes the following work:

- Widening and replacement of existing concrete sidewalk with a 5-foot wide pervious concrete sidewalk with an underground water quality system, with special attention given to minimize impacts on the healthy street trees in the corridor
- Installation of a 5-foot wide pervious concrete sidewalk with an underground water quality system to complete the missing links within this corridor, with special attention given to minimize impacts on the healthy street trees in the corridor
- Widening of the pervious concrete sidewalks at bus stops to accommodate waiting and loading activities
- Replacement of curb ramps to be ADA-compliant
- Installation of raised intersection tables at the intersections with Jefferson Road, Dempsey Avenue and Walnut Lane for traffic calming
- Replacement / installation of concrete curbing
- Milling and repaving of the roadway pavement
- Installation of updated pavement markings and signage

A \$1,000,000.00 New Jersey Department of Transportation Safe Streets to Transit grant supplements the capital funds allocated for this project. Princeton was eligible to apply for this grant since Terhune Road is served by the New Jersey Transit 605 bus line, with transit stops in each direction at Jefferson Road and Walnut Lane. In addition to providing safe pedestrian access to the transit stops, the completion of the sidewalk network on Terhune Road benefits the student population who travel to Princeton Middle School and Princeton High School.

Please contact me if you have any questions.

CONSTRUCTION AGREEMENT

FOR:

TERHUNE ROAD SAFE STREETS TO TRANSIT PEDESTRIAN IMPROVEMENTS

THIS AGREEMENT, made the ____ day of _____, 2026, by and between THE MUNICIPALITY OF PRINCETON, a municipal corporation of the State of New Jersey, with offices at 400 Witherspoon Street, Princeton, New Jersey, 08540 ("MUNICIPALITY") and BLACK ROCK ENTERPRISES, LLC, with offices at 1316 Englishtown Road, Old Bridge, New Jersey 08857 (CONTRACTOR").

In connection with the CONTRACTOR's bid proposal, dated July 15, 2026, and the MUNICIPALITY's notice of award of same, dated July 27, 2026, the MUNICIPALITY and CONTRACTOR hereby agree as follows:

1. **Scope of Work**

The CONTRACTOR hereby agrees to furnish the services specified in the Contract Documents in accordance with the terms of CONTRACTOR's bid proposal.

2. **Time of Completion**

A. The work to be performed under this Contract shall be commenced and completed as set forth in the Notice to Proceed to be provided by the MUNICIPALITY.

B. Failure to complete the work within the number of calendar days set forth in the Notice to Proceed, including any extension granted thereto as determined by the MUNICIPALITY, shall entitle the MUNICIPALITY to liquidated damages as set forth in the Contract Documents.

C. It is also agreed that the acceptance of the final payment by the CONTRACTOR shall be considered as a release in full of all claims against the MUNICIPALITY arising out of or by reason of performance or non-performance of the CONTRACTOR's obligations under this contract.

3. **Contract Sum**

Based upon the unit prices and/or lump sum set forth in the bid proposal, the amount of the Contract, subject to adjustments made in accordance with the Contract Documents is three million, thirty-nine thousand, nine hundred forty-eight dollars and fifty-five cents (\$3,039,948.55.)

4. **Hold Harmless Agreement**

The CONTRACTOR agrees to indemnify, defend and hold harmless the MUNICIPALITY, its officers, agents, employees and consultants in accordance with Section 46 of the Instructions to Bidders.

5. Payment to Contractor

In consideration of the CONTRACTOR's agreements set forth herein, the MUNICIPALITY hereby agrees to pay the CONTRACTOR for the work, when completed in accordance with the specifications at the unit prices or lump sum prices bid for the respective items, the same payments to be made in accordance with the provisions contained in the Contract Documents.

6. Contract Documents

The Contract Documents as defined in the Instructions to Bidders are incorporated herein and made a part hereof by reference.

7. Affirmative Action Regulations

The CONTRACTOR specifically agrees to comply with the affirmative action requirements set forth in the Instructions to Bidders, which requirements are incorporated herein and made a part hereof by reference.

8. Prevailing Wage Rates

The CONTRACTOR specifically agrees to comply with the Prevailing Wage Rate requirements set forth in Section 11 of the Instructions to Bidders, which requirements are incorporated herein and made part hereof by reference.

9. This agreement shall not be assigned, transferred, conveyed or otherwise disposed of without the prior written consent of the MUNICIPALITY.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

ATTEST:

THE MUNICIPALITY OF PRINCETON

Dawn M. Mount, Municipal Clerk

By: _____
Mark Freda, Mayor

ATTEST or WITNESS:

BLACK ROCK ENTERPRISES, LLC

By: _____



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-219

Agenda Date: 7/27/2026

Agenda #: 7.

Resolution of the Mayor and Council of Princeton Appointing Phoenix Advisors to the Position of Temporary Chief Financial Officer and Director of the Department of Finance in Accordance with N.J.S.A. 40a:9-140.10b. and Authorizing the Award of a Professional Services Agreement to Phoenix Advisors to Serve as the Temporary Chief Financial Officer for an Amount Not to Exceed \$180,000.00

WHEREAS, N.J.S.A. 40A:9-140.10, *et seq.* requires every municipality in the State of New Jersey to have a chief financial officer to be appointed by the governing body; and

WHEREAS, the Municipality of Princeton's current Chief Financial Officer is retiring as of July 31, 2026, and the Municipality is in the process of conducting a search to hire a new Chief Financial Officer, but will be unable to permanently fill said position as of August 1, 2026; and

WHEREAS, N.J.S.A. 40A:9-140.10b. provides that the requirement that every municipality shall have a chief financial officer may be temporarily fulfilled by the appointment of a private entity to perform the duties of a chief financial officer; and

WHEREAS, Phoenix Advisors, located at 2000 Waterview Drive, Suite 101, Hamilton, New Jersey 08691, has submitted a proposal to the Municipality to perform the duties of chief financial officer on a temporary basis for \$15,000.00 per month, for a total amount not to exceed \$180,000.00 and a term of one year; and

WHEREAS, Phoenix Advisors is a firm duly qualified and licensed under the laws of the State of New Jersey, including holding necessary certifications and credentials for designated personnel in order to provide municipal finance services to perform the duties of the chief financial officer on a temporary basis; and

WHEREAS, pursuant to N.J.S.A. 40A:9-140.10b., a municipality shall not make such appointment or reappointment unless approved by the Director of the Division of Local Government Services in the Department of Community Affairs on the basis that the municipality has made a good faith effort to hire an individual who holds a municipal finance officer certificate issued pursuant to the provisions of P.L.1971, c.413 (C.40A:9-140.1 *et seq.*); and

WHEREAS, the Director of the Division of Local Government Services in the Department of Community Affairs has approved the required application of the Municipality to appoint Phoenix Advisors to serve in the capacity as Chief Financial Officer on a temporary basis; and

WHEREAS, the Mayor and the Council of the Municipality of Princeton have determined that Phoenix Advisors satisfies the requirements necessary to hold the position and will do so on a temporary basis and

perform the duties of the Chief Financial Officer; and

WHEREAS, Phoenix Advisors has agreed to serve and will be operating as the temporary Chief Financial Officer commencing at the time of the vacancy on August 1, 2026, through a time as needed to fill that vacancy on a permanent basis and as permitted by law; and;

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law, Princeton may award a contract for professional services without public advertising for bids; and

WHEREAS, this contract is not being awarded as a “fair and open” contract as defined in N.J.S.A. 19:44A-20.7; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.5., the Municipality of Princeton may award a non-fair and open contract to a business entity if, during the preceding one-year period, that business entity has not made a contribution that is reportable by the recipient under P.L. 1973, c.83, N.J.S.A. 19:44A-1 et seq. to any municipal committee of a political party in that municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded or to any candidate committee of any person serving in an elective public office of that municipality when the contract is awarded; and

WHEREAS, Phoenix Advisors has completed and submitted the required pay-to-play forms which certify that Phoenix Advisors has not made any reportable contributions to a candidate committee in the Municipality of Princeton in the previous year, and that the contract will prohibit Phoenix Advisors from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has certified that funds for this contract are available in account number 01-201-20-111-283 and shall not exceed \$180,000.00 for a term of up to one year.

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

1. The Mayor and Council, or their designee, hereby appoint Phoenix Advisors to the position of Temporary Chief Financial Officer for the Municipality of Princeton, to also serve as Director of the Department of Finance, commencing on August 1, 2026, and continuing as needed to fulfill the position for a term of up to one year.
2. The Mayor and Council, or their designee, are hereby authorized and directed to enter into a professional services agreement with Phoenix Advisors to serve as the Temporary Chief Financial Officer for an amount not to exceed \$180,000.00 without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5(1)(a)(i).
3. The term of this contract shall be twelve months.
4. A copy of this Resolution, Pay-to-Play Forms, and contract will be kept on file in the Office of the Clerk.

**PROFESSIONAL SERVICES AGREEMENT FOR TEMPORARY CHIEF FINANCIAL
OFFICER SERVICES**

THIS AGREEMENT (“Agreement” or “agreement”) is by and between THE MUNICIPALITY OF PRINCETON (“PRINCETON”), a municipal corporation of the state of New Jersey, 400 Witherspoon Street, Princeton, New Jersey, 08540 (hereinafter referred to as "PRINCETON") and PHOENIX ADVISORS, A DIVISION OF FIRST SECURITY MUNICIPAL ADVISORS, INC. 2000 Waterview Drive, Suite 101, Hamilton, New Jersey 08691 (hereinafter referred to as "CONSULTANT").

WITNESS

WHEREAS, PRINCETON desires to obtain professional services to temporarily fulfill the Chief Financial Officer position; and

WHEREAS, CONSULTANT provided a written proposal to PRINCETON for purposes of performing the sought-after professional services to PRINCETON, a copy of which is attached as Exhibit B hereto; and

WHEREAS, by resolution, the Council awarded an agreement for professional services to CONSULTANT without public bidding as authorized by law, in accordance with the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

NOW THEREFORE, IT IS AGREED by and between PRINCETON and CONSULTANT as follows:

1. **Scope of Services.**

- a. In consideration for payment of the cost set forth in Section 3 below, CONSULTANT shall use its best efforts to perform professional services and other related duties as set forth in the CONSULTANT’S proposal, a copy of which is attached hereto as Exhibit B and incorporated herein as if fully restated. Should there be any conflict between the terms of CONSULTANT’S proposal and this Agreement, the terms of this Agreement shall control.

2. **Contract Term.**

- a. This Agreement shall become effective as of August 1, 2026.
- b. This Agreement shall expire twelve months from the effective date, unless terminated sooner pursuant to the termination provisions set forth in subsection 2c. below.
- c. The Agreement may be terminated by either party, by giving thirty (30) days advanced written notice to the other, to the address as set forth on page 1 above.

3. **Compensation; Manner of Payment.**

- a. The anticipated cost of CONSULTANT’S services as described herein shall not exceed fifteen thousand dollars and zero cents (\$15,000.00) per month, for a total amount not to

exceed one hundred eighty thousand dollars and zero cents (\$180,000.00) during the term of the contract, subject to annual budgetary appropriations.

- b. CONSULTANT shall bill PRINCETON monthly on municipal vouchers for services rendered and reimbursement for such expenses incurred during the prior month, based on the hourly rates and fees set forth in Exhibit B. CONSULTANT shall give written notice to PRINCETON when the CONSULTANT has billed eighty percent (80%) of the compensation set forth in paragraph 3a.
- c. PRINCETON agrees to pay CONSULTANT within thirty (30) days of receipt of invoice and an audited and approved signed voucher. Payment shall be issued at the first Council meeting of the following month in which the services were performed.

4. Terms and Conditions.

- a. CONSULTANT shall take note of and comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 regarding Affirmative Action/ Equal Employment Opportunity and the Americans with Disabilities Act. The parties hereby incorporate into this Agreement the Affirmative Action/Non-Discrimination addendum per the attached Exhibit A.
- b. CONSULTANT shall take note of and comply with the requirements of P.L. 2004, c.57 (N.J.S.A. 52:32-44 et seq.) regarding Business Registration and Sales and Use Tax. The parties hereby incorporate into this Agreement the Business Registration and Sales and Use Tax addendum per the attached Exhibit C.
- c. The Terms and Conditions printed on the purchase order issued by PRINCETON to CONSULTANT shall be incorporated into this agreement per the attached Exhibit D.

5. Political Contributions.

- a. This Agreement has been awarded to CONSULTANT based on the merits and abilities of CONSULTANT to provide the services as described herein. This Agreement was not awarded through a "fair and open process" as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CONSULTANT hereby certifies that CONSULTANT (including persons and other business entities having an interest in CONSULTANT, as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution that is reportable by the recipient under P.L. 1973, c.83, N.J.S.A. 19:44A-1 et seq. (i.e., in excess of \$200.00), in the one (1) year period preceding the award of this Agreement nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded.
- b. CONSULTANT is advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if CONSULTANT receives in a calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity. It

is CONSULTANT'S responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at (888) 313-3532 or www.elec.state.nj.us.

6. Insurance; Hold Harmless.

- a. Prior to commencing work, CONSULTANT shall furnish PRINCETON with a Certificate of Insurance as evidence that it has procured such commercial, automobile, workers' compensation, employer's and professional liability insurance coverage as is customary for the type and scope of services to be rendered under this Agreement. PRINCETON, and its officers, employees, agents and consultants, shall be listed as additional insured and as the certificate holder on such policies.
- b. CONSULTANT shall defend, indemnify and hold harmless PRINCETON, its officers, employees, agents and consultants from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, arising out of or in any way connected with the CONSULTANT'S acts or omissions, or those of its officers, employees, agents and consultants, in connection with this Agreement.
- c. It is also agreed that the acceptance of the final payment by the CONSULTANT shall be considered as a release in full of all claims against PRINCETON arising out of or by reason of performance or non-performance of the CONSULTANT'S obligations under this contract.

7. Complete Agreement.

- a. This Agreement and any attachments hereto or incorporated by reference represents the entire contract between the parties and shall take precedence over all other prior or existing understandings or agreements, if any, whether oral or written.

(SIGNATURES ON FOLLOWING PAGE)

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

ATTEST:

THE MUNICIPALITY OF PRINCETON

By: _____
Dawn M. Mount, Municipal Clerk

By: _____
Mark Freda, Mayor

Date: _____

Date: _____

WITNESS:

**PHOENIX ADVISORS, A DIVISION OF
FIRST SECURITY MUNICIPAL
ADVISORS, INC.**

By: _____

By: _____
Authorized Representative

Date: _____

Date: _____

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, c. 127)

N.J.A.C. 17:27 et seq.

GOODS, GENERAL SERVICE AND PROFESSIONAL SERVICES CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval;

Certificate of Employee Information Report; or

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at http://www.state.nj.us/treasury/contract_compliance).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase and Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase and Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **N.J.A.C. 17:27-1 et seq.**

EXHIBIT B



ENGAGEMENT AGREEMENT and SCOPE OF SERVICE for CHIEF FINANCIAL OFFICER SERVICES

This Agreement between Phoenix Advisors, a division of First Security Municipal Advisors, Inc., (the “Consultant”) 2000 Waterview Drive, Suite 101 Hamilton, NJ 08691 and the Municipality of Princeton (the “Municipality”), 400 Witherspoon St, Princeton, NJ 08540 is to serve as the Chief Financial Officer, in accordance with N.J.S.A. 40A:9-140.10b which allows municipalities to temporarily fulfill the Chief Financial Officer by way of a temporary appointment to a private entity.

Phoenix Advisors will provide, as a consultant, financial and budgetary services and advice to the Municipality and the Administration in the following areas as appropriate:

- Oversight of Debt Management
- Oversight of Purchasing
- Oversight of Cash Management
- Oversight of Payroll Management
- Other duties within the realm of the Chief Financial Officer as required or requested by Administration
- Provide recommendations, as appropriate, concerning the operation of the Finance Office
- Provide a Certified Municipal Finance Officer to serve and perform all the functions of a Chief Financial Officer of a municipality in the State of New Jersey who shall provide such services in accordance and compliance with all applicable statutes, rules, regulations and codes of the State of New Jersey

Phoenix Advisors will provide such staffing as necessary, including Joseph P. Monzo, Product Consultant. Mr. Monzo is a Certified Municipal Finance Officer in good standing with the Division of Local Government Services.

Mr. Monzo is not a registered Municipal Advisor Representative and will not engage in Municipal Advisor activities, nor provide any advice about the issuance of municipal securities, their timing, terms, or structure, nor any advice about municipal financial products.

The Municipality will make available to the Consultant all documents required to accomplish the work associated with the above tasks. The Municipality will provide the Consultant’s assigned staff access to the accounting, banking, payroll, and purchasing systems required to perform the necessary tasks.

This agreement shall be effective from August 1, 2026, to July 31, 2027 at a fee of \$ 15,000.00 per month in an amount not to exceed \$180,000. This monthly fee shall be payable by the 10th day of the following month in which the services were performed.



The Municipality may terminate this agreement at any time. It is expected that during this engagement, the Municipality will actively seek to hire a Certified Municipal Finance Officer (CMFO) to serve as the Chief Financial Officer.

The Consultant will provide these services and recommendations following applicable State of New Jersey Local Budget, Fiscal Affairs, Purchasing, and Bond Laws. The Consultant shall have no responsibility concerning any legislative action taken by the governing body of the Municipality.

Phoenix Advisors

Sherry Tracey, Managing Director

Municipality of Princeton

Mark Freda, Mayor

Attest

Dawn Mount, Clerk

EXHIBIT C

BUSINESS REGISTRATION AND SALES AND USE TAX REQUIREMENTS

A. Business Registration

P.L. 2004, c.57, as amended by P.L. 2009, C.315 (N.J.S.A. 52:32-44) requires VENDOR (also "CONTRACTOR") to provide PRINCETON with its business registration and that of any named subcontractors prior to the time this Agreement is awarded. In addition:

1. A Subcontractor named in the proposal made by CONTRACTOR shall provide a copy of its business registration to CONTRACTOR who shall provide it to PRINCETON as provided above. No Contract with a subcontractor shall be entered into by CONTRACTOR under this Agreement with PRINCETON unless the subcontractor first provides CONTRACTOR with proof of a valid business registration.
2. PRINCETON will retain the proof of business registration in an alphabetical file.
3. CONTRACTOR shall maintain and submit to PRINCETON a list of subcontractors and their addresses that may be updated from time to time during the course of the contract performance. A complete and accurate list shall be submitted before final payment is made for goods provided or services rendered under the Agreement.

B. Sales and Use Tax

1. For the term of this Agreement, CONTRACTOR and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.
2. CONTRACTOR shall include within its subcontracts the requirement that, for the term of this Agreement, the subcontractor and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.

Information on the law and its requirements is available by calling (609) 292-9292.

TERMS & CONDITIONS**EXEMPTION**

Princeton is exempted by statute from payment of all Federal, State, and Municipal excise, sales and other taxes.
FEDERAL I.D. 30-0746654

LEGAL REQUIREMENTS

The vendor agrees to comply with all statutes, rules and regulations and orders set forth by the State of New Jersey, Federal Government, and ordinances of Princeton.

STATE REQUIREMENT (BUSINESS REGISTRATION REQUIREMENT)

N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

- 1) the contractor shall provide written notice to its subcontractors to submit proof of business registration to the contractor;
- 2) prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used;
- 3) during the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State. A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25.00 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609)292-9292

AUTHORIZATION TO PROCEED

Princeton shall not be responsible for materials delivered or services performed delivered without authority of its written order and properly signed and executed by authorized Princeton official (s).

QUALITY & QUANTITY

All materials or services furnished on this order must be as specified, and subject to Princeton officials' inspection and approval within a reasonable time after delivery at destination. Materials other than specified will be returned at the order must not be substituted without the review and approval of authorized Princeton official(s). Materials rejected will be returned at the vendor's risk and expense. Quantities and unit prices specified must be adhered to. In case of a change, it first requires Princeton approval or it will be paid at the quoted price and quantity.

ASSIGNMENT

Neither party shall assign or transfer this order or any interest therein or monies payable thereunder without the written consent of the other party and any assignment made without such consent shall be null and void, except that Princeton may assign this order and its interest therein to any affiliated corporation or to any corporation succeeding to Princeton's business without consent of vendor.

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

During the performance of this contract the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to **N.J.S.A. 10:5-31 et seq.** as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with **N.J.A.C. 17:27-5.2** or a binding determination of the applicable county employment goals determined by the Division, pursuant to **N.J.A.C. 17:27-5.2**.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report
- Employee Information Report Form AA302

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C.17:27**.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-220

Agenda Date: 7/27/2026

Agenda #: 1.

Resolution of the Mayor and Council of Princeton Authorizing the Payment of Bills and Claims

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

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

List of Bills - Clearing Claims

Meeting Date: 07/27/2026 For bills from 07/14/2026 to 07/23/2026

Vendor	Description	Payment	Check Total
2034 - ALL HANDS FIRE EQUIPMENT, LLC	PO 49685 Swift Water Rescue Courses	6,160.00	6,160.00
4375 - ARCADIS US, INC.	PO 42013 Reso 23-299 MS35 Sewer Rehab Constructio	3,734.13	
	PO 44317 Reso 24-185 Design & Bid Phase Svcs for	112,343.78	
	PO 46706 Reso 25-192: MS36 A,B,C, Construction En	75,859.71	191,937.62
2929 - ARTIQ	PO 49568 VMware vSphere Foundation 1-Year Softwar	27,801.60	27,801.60
57 - AT&T	PO 49661 Telephone - Acct 030 519 3823 001 - Bill	28.66	28.66
57 - AT&T	PO 49737 Telephone - Acct 030 175 6429 001 - Bill	85.42	85.42
58 - AUTOMATIC COMMUNICATIONS	PO 48986 2026 FIRE FACILITIES ALARM SYSTEM MAINT	6,191.00	
	PO 48987 2026 BUILDINGS AND GROUNDS ALARM SYSTEM	2,439.00	
	PO 48988 2026 SPRING STREET GARAGE MAINTENANCE AN	265.00	8,895.00
2003 - BARR, R. DONALD	PO 49651 2nd Qtr 2026 Medicare Retiree	5,104.23	5,104.23
2642 - BEANS, FRED PARTS, INC	PO 48145 BLANKET PARTS TV	692.00	692.00
646 - BEN SHAFFER RECREATION INC.	PO 48257 BLANKET / PARTS / SUPPLIES	1,404.35	1,404.35
63 - BISH SALES & SERVICE INC	PO 48272 BLANKET	175.94	175.94
4603 - BLOODGOOD LAW ENFORCEMENT TRAINING GROUP	PO 48626 TRAINING	195.00	195.00
3315 - BOWMAN CONSULTING GROUP, LTD.	PO 45271 Reso 25-33: Design Services for the Reco	2,955.00	2,955.00
1960 - BRB VALUATION & CONSULTING	PO 48102 2026 COMMERCIAL TAX APPRAISALS	2,000.00	2,000.00
463 - BRITTON INDUSTRIES, INC.	PO 48274 BLANKET	3,164.61	3,164.61
1342 - BURLINGTON COUNTY EMERGENCY SERVICE	PO 48431 2026 TRAINING FOR THE DEPARTMENT	350.00	350.00
2287 - CAMPBELL FREIGHTLINERS LLC	PO 49545 BLANKET - Service	3,612.81	3,612.81
4009 - CANON U.S.A., INC.	PO 48464 Blanket - 2026 Canon	386.53	386.53
4882 - CATHOLIC CHARITIES DIOCESE	PO 48069 RESO 26-5 2026 BEHAVIORAL HEALTH AND COM	4,680.76	4,680.76
92 - CAULEY, ALARIC	PO 49514 Blanket Retirees health insurance reimbu	2,139.64	2,139.64
3359 - CHAMPION DISPOSAL SERVICES. LLC	PO 49111 2026 STREET SWEEPING DISPOSAL	1,961.32	1,961.32
2685 - CHERRY VALLEY TRACTOR SALES INC.	PO 48138 BLANKET PARTS TV	70.51	70.51
3889 - CHRISTIANA T C/F C&E1/FIRSTRUST	PO 49726 BL-802 LT-1.0906 C105 REDEMPTION OF CERT	21,850.75	21,850.75
364 - CINTAS FIRST AID & SAFETY 105	PO 48224 BLANKET - SUPPLIES	43.49	
	PO 48707 2026 BUILDINGS & GROUNDS FIRST AID SUPPL	2,965.14	
	PO 48708 2026 FIRE FACILITIES FIRST AID SUPPLIES	43.49	
	PO 48709 2026 SSG FIRST AID SUPPLIES	192.16	3,244.28
4871 - CMRS-FP	PO 49655 REPLENISH POSTAGE 106001070510	10,000.00	10,000.00
4917 - COLLIER ENGINEERING & DESIGN, INC.	PO 48609 RESO 26-50 SANITARY SEWER TRUNK LINE FLO	10,410.00	10,410.00
1732 - COMCAST BUSINESS	PO 49668 Internet - Account 900019299 - Bill Date	4,105.34	4,105.34
263 - COMCAST CORPORATION	PO 49656 Comcast - Acct. 8499 05 310 0009612 - Bi	68.78	68.78
263 - COMCAST CORPORATION	PO 49657 Comcast - Acct. 8499 05 311 0085701 - Bi	165.28	165.28
263 - COMCAST CORPORATION	PO 49669 Comcast - Acct. 8499 05 311 0093564 - Bi	15.57	15.57
263 - COMCAST CORPORATION	PO 49735 Comcast - Acct. 8499 05 310 0050723 - Bi	140.65	140.65
263 - COMCAST CORPORATION	PO 49736 Comcast - Acct. 8499 05 311 0021672 - Bi	516.36	516.36
1879 - COMMUNITY GRANTS, PLANNING & HOUSING	PO 48056 AFFORDABLE HOUSING MANAGEMENT ASSISTANCE	214.50	214.50
109 - CONTINENTAL FIRE & SAFETY	PO 48640 FIRE EXTINGUISHER AND CO CANISTER MAINT	101.00	101.00
5367 - CORE EQUIPMENT GROUP	PO 48962 2026 PARTS/SERVICE TV	509.40	509.40
4663 - CORPORATE BILLING	PO 48137 BLANKET PARTS/SERVICE TV	293.81	293.81
4604 - COSTELLO'S ACE HARDWARE	PO 48205 BLANKET/SUPPLIES	167.96	
	PO 48206 BLANKET/SUPPLIES	223.59	
	PO 48207 BLANKET/SUPPLIES	79.95	
	PO 48223 BLANKET - SUPPLIES	457.62	
	PO 48291 BLANKET	155.99	
	PO 48292 BLANKET	487.75	
	PO 48295 BLANKET	345.21	1,918.07
117 - CRESTON HYDRAULICS INC.	PO 48140 BLANKET TV	321.50	321.50
1087 - CUE INC.	PO 49250 PLOW EDGES	5,690.90	5,690.90
413 - CWP-ASR PRINCETON 1 LLC	PO 49272 Lodging/Hotel for White Buffalo Staff R	9,719.13	9,719.13
1836 - DELAWARE VALLEY PAYROLL, INC.	PO 49719 JULY 2026 PAYROLL CHARGES INV#720216	2,283.75	2,283.75
1833 - DELTA DENTAL PLAN OF N.J.	PO 49648 Acct #03114-00001E August 2026	17,870.93	17,870.93
1493 - DEPT OF COMMUNITY AFFAIRS	PO 49729 2ND QUARTER 2026	48,672.00	48,672.00
4712 - DOGWOOD LAWN SERVICES LLC	PO 48287 BLANKET/2026 TRAILS MAINTENANCE FOR OPEN	4,000.00	4,000.00
3835 - EASTERN WAREHOUSE DISTRIBUTORS	PO 48143 BLANKET PARTS/OILS TV	2,859.07	2,859.07
4333 - ENTERPRISE FM TRUST	PO 48201 RESO 21-67 VEHICLE LEASE AGREEMENT YEAR	3,174.78	
	PO 48201 RESO 21-67 VEHICLE LEASE AGREEMENT YEAR	1,992.65	5,167.43
4333 - ENTERPRISE FM TRUST	PO 49642 PURCHASE OF 2021 FORD ESCAPE SE HYBRID A	1,006.56	1,006.56
1804 - ENVIRONMENTAL MANAGEMENT ASSOC	PO 49117 PHASE II ASSESSMENT - 303 JOHN STREET	7,100.00	7,100.00

List of Bills - Clearing Claims

Meeting Date: 07/27/2026 For bills from 07/14/2026 to 07/23/2026

Vendor	Description	Payment	Check Total
3104 - ENVIROSIGHT LLC	PO 48297 BLANKET	1,084.27	1,084.27
148 - FIRE & SAFETY SERVICES, LTD.	PO 48222 BLANKET - SERVICES	353.23	353.23
4106 - FOX AND FOXX DEVELOPMENT LLC	PO 49485 SEWER CONNECTION FEE REFUND - 59 WILSON	9,083.25	9,083.25
1773 - GABRIELLI TRUCK SALES, LTD	PO 48146 BLANKET PARTS/SERVICE TV	408.00	408.00
158 - GALLS LLC	PO 48190 UNIFORMS	2,788.40	2,788.40
5170 - GARDEN IRRIGATION COMPANY, INC.	PO 49461 Hilltop Park Irrigation Repair	2,793.00	2,793.00
3890 - GATES, DALE	PO 49432 I.A E I ELECTRIC SEMINAR	275.00	275.00
3728 - GOVERNOR'S CONFERENCE ON HOUSING &	PO 49608 2026 Governor's Conference on Housing &	350.00	350.00
170 - GRAINGER	PO 48668 2026 BUILDINGS AND GROUNDS SUPPLIES AND	392.70	392.70
4872 - GREATAMERICA FINANCIAL SERVICES	PO 48054 POSTAGE LEASE 12/23/25 - 12/22/26 400 WI	864.63	864.63
175 - H.A. DEHART & SON	PO 49633 BLANKET PARTS TV	1,939.54	1,939.54
4741 - HARD ROCK HOTEL & CASINO	PO 49680 Annual NJLM 2026 Vilius (Will) Jankauska	452.00	452.00
4593 - HD SUPPLY FACILITIES MAINTENANCELTD	PO 48310 BLANKET	2,262.34	2,262.34
4327 - HID GLOBAL CORPORATION	PO 48699 GUARDIAN 200 LSE RUNTIME LICENSE, SPOOK	15,491.60	15,491.60
191 - HOME DEPOT CREDIT SERVICES	PO 48312 BLANKET	1,012.53	
	PO 48313 BLANKET	263.77	
	PO 48314 BLANKET	66.00	1,342.30
2617 - HOMECARE VETERINARY SERVICES LLC	PO 48918 2026 VETERINARY SERVICES	225.33	225.33
5350 - HUTCHINS HVAC INCORPORATED	PO 48702 2026 BUILDINGS AND GROUNDS HVAC SERVICES	11,362.68	11,362.68
5357 - HV SHRED INC	PO 49305 BLANKET	6,500.00	6,500.00
193 - HYDRA-NUMATIC SALES COMPANY	PO 48316 BLANKET	798.18	798.18
4761 - IAN HENDERSON	PO 49711 Reimbursement for Planning Board Mid-Yea	54.95	54.95
4517 - IMPACT POWER TECHNOLOGIES LLC	PO 48902 SPRING STREET GARAGE METER BATTERIES	1,700.00	1,700.00
4722 - INDOOR AIR TECHNOLOGIES	PO 49677 Refund for 18 Deer Run	60.00	60.00
2690 - INTERSTATE BATTERY OF PRINCETON	PO 48150 BLANKET BATTERIES TV	765.80	765.80
4640 - INTERSTATE WASTE SERVICES, INC	PO 48486 RESO 26-39 SOLID WASTE & BULK WASTE COLL	127,137.08	127,137.08
3729 - IPS GROUP INC.	PO 48637 2026 BLANKET PARKING METER CREDIT CARD F	11,731.37	
	PO 48638 BLANKET - 2026 SPRING STREET GARAGE PARK	236.88	11,968.25
204 - JEFECO	PO 48317 BLANKET	1,241.50	1,241.50
1649 - JERSEY ELEVATOR, LLC	PO 48799 2026 ELEVATOR REPAIRS AND MAINTENANCE	2,130.75	
	PO 49109 2026 ELEVATOR MAINTENANCE	1,352.09	3,482.84
2282 - JOHN F MCCARTHY III	PO 49560 Special Parking Session, Thursday June 1	750.00	750.00
4179 - JUSTIN LESKO	PO 49708 Reimbursement for Planning Board Mid-Yea	330.06	330.06
988 - K C SERVICE	PO 48151 BLANKET PARTS TV	333.00	333.00
2903 - KYOCERA DOCUMENT SOLUTIONS	PO 48465 2026 Blanket - Kyocera	4,111.50	4,111.50
4277 - LANGAN ENGINEERING AND ENV. SERVICE	PO 49553 RESO 26-174 SERVICES IN CONNECTION WITH	26,985.00	26,985.00
227 - LANGUAGE LINE SERVICES	PO 48493 BLANKET / INTERPRETING SERVICES	178.50	
	PO 48603 TELEPHONE TRANSLATION SERVICES	98.71	277.21
4607 - Law Office of Douglas Herring LLC	PO 48488 RESO 26-41 PUBLIC DEFENDER	1,800.00	1,800.00
1407 - LAW OFFICE OF KAREN L. CAYCI LLC.	PO 49659 347 & 371 Ridgeview Rd.- Keller	289.00	289.00
233 - LAWSON, SHANNON	PO 49691 Eyeglass Reimbursement	150.00	150.00
5132 - LEXIPOL, LLC	PO 49054 2026 FIRE DEPT PROCEDURES & POLICY MANUA	29,424.60	29,424.60
5405 - LOCK-N-LIFT, INC	PO 49449 Lifting Tool	546.66	546.66
5417 - LRK JK LLC	PO 49602 CFO Sandy Retirement Luncheon July 29, 2	2,328.00	2,328.00
379 - MAGIC TOUCH CONSTRUCTION CO IN	PO 48335 ELECTRICAL SERVICES - BUILDINGS AND GROU	684.69	
	PO 48339 BLANKET/PLUMBING BUILDINGS AND GROUNDS E	1,360.33	2,045.02
1570 - MAJESTIC OIL COMPANY	PO 48343 2026 MOTOR FUEL	36,275.20	36,275.20
1100 - MASON, GRIFFIN & PIERSON	PO 48060 RESO 26-32 2026 MUNICIPAL ATTORNEY	3,139.50	
	PO 48060 RESO 26-32 2026 MUNICIPAL ATTORNEY	33,044.18	36,183.68
1553 - MCCAFFREYS MARKET	PO 48434 BLANKET - FOOD	95.86	
	PO 48498 BLANKET - FOOD, WATER, & SUPPLIES FOR PR	11.75	
	PO 48607 BLANKET	92.93	
	PO 48871 2026 FOOD	8.48	209.02
266 - MCMASTER-CARR	PO 48345 BLANKET	343.64	343.64
5300 - MECHANICAL PRESERVATION ASSOCIATES, INC.	PO 49636 WESTMINSTER WILLIAMSON HALL BOILER OVERH	1,140.00	1,140.00
282 - MERCER COUNTY IMPROV AUTHORITY	PO 48288 RESO 23-222 (YEAR 3 OF 5)	113,826.84	113,826.84
282 - MERCER COUNTY IMPROV AUTHORITY	PO 48348 BLANKET/TRASH TONNAGE	64,537.72	64,537.72
285 - MERCER ENGINE CO. NO. 3	PO 49646 REIMBURSEMENT FOR COMCAST CABLE TO MERCE	2,000.00	2,000.00
752 - MES SERVICE COMPANY, LLC	PO 48437 BLANKET - SERVICES	1,670.00	
	PO 49308 Name Plates	1,197.36	2,867.36
289 - MGL FORMS-SYSTEMS, LLC	PO 48649 2026 CLERK PRINTING & PERMITS	138.00	138.00
5122 - MINUTEMAN SECURITY TECHNOLOGIES	PO 49684 Spring Street Location - Troubleshoot, R	278.10	278.10

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Vendor	Description	Payment	Check Total
823 - MOORHEAD, EVAN	PO 49709 Reimbursement for Dept Zoom Account May	47.97	47.97
4260 - MULLER & BAILLIE, P.C.	PO 48110 2026 GENERAL LEGAL SERVICES TO PRINCETON	561.00	
	PO 48910 Legal Review: Escrow #25-712, Toll Bros.	2,695.00	
	PO 49425 Legal Services - Wolf Litigation	4,751.00	
	PO 49697 Legal Review: Escrow #25-700, Adarsh Baj	2,090.00	
	PO 49698 Legal Review: Escrow #23-368, Steven Was	715.00	
	PO 49699 Legal Review: Escrow #26-740, 38-42 With	495.00	11,307.00
1495 - MUSSO, MARIO A.	PO 49667 Retiree - Medicare -2nd Qtr 2026	4,202.46	4,202.46
4792 - MY FSA LINK, LLC	PO 48512 Blanket 2026 - Cobra Dental	147.75	147.75
1489 - NAPA AUTO PARTS	PO 48160 BLANKET PARTS TV	187.45	187.45
162 - NATIONAL HIGHWAY PRODUCTS, INC.	PO 48351 BLANKET	717.59	717.59
338 - NC JEFFERSON PLUMBING HEATING & A/C	PO 48231 BLANKET / CONTRACTED PLUMBING SERVICES	472.50	472.50
832 - NEW JERSEY AMERICAN WATER	PO 49653 Westminster Properties - Bundled Acct.#1	2,787.72	2,787.72
1033 - NEW JERSEY AMERICAN WATER	PO 49710 SMOYER PARK ACCT: 1018-210023045148	4,610.90	4,610.90
3345 - NJ CHAPTER INTL ASSOC OF ARSON INVEST.	PO 49238 NJ IAAI NFPA 1033 COURSE FOR FRANK D'AMO	500.00	500.00
348 - NJ MUNICIPAL MANAGERS ASSOCIATION	PO 49666 2026 Membership Renewal - Jeffrey Grosse	300.00	300.00
252 - O'CONNELL, MARIA	PO 49715 CROSSING GUARDS END OF YEAR PPIZZA PARTY	420.00	420.00
474 - ONE CALL CONCEPTS, INC.	PO 48350 BLANKET	663.10	663.10
5125 - ONE WATER CONSULTING LLC	PO 48912 2026 SEWER CONNECTION FEE & ANNUAL SEWER	1,927.50	
	PO 49554 RESO 26-177 2026 STONY BROOK WATERSHED M	9,356.96	11,284.46
3718 - PASSPORT LABS, INC.	PO 48639 RESO 25-142 - 2026 SPRING ST GARAGE MOBI	24,898.75	24,898.75
370 - PCH DEVELOPMENT CORPORATION	PO 48111 2026 ADMINISTRATIVE AGENT SERVICES FOR A	4,038.67	4,038.67
808 - POLAR INC.	PO 48365 BLANKET	42.45	
	PO 48366 BLANKET	77.40	
	PO 48367 BLANKET	137.40	
	PO 48368 BLANKET	160.65	417.90
3393 - POLICE AND SHERIFFS PRESS	PO 48185 OFFICER ID's	440.00	440.00
1364 - PORRECA, SCOTT	PO 49741 Retiree Medical - 3/29/26 to 7/4/26	1,310.89	1,310.89
5087 - PRESERVATION DESIGN PARTNERSHIP	PO 45222 Reso 24-366 & 26-146 Design Guidelines f	6,300.00	6,300.00
1348 - PRINCETON HYDRO, LLC	PO 48489 RESO 26-42 PHASE III STORMWATER UTILITY	9,707.16	
	PO 48886 2026 INVASIVE SPECIES MANAGEMENT (LESSER	975.00	10,682.16
1626 - PRINCETON MERCER REGIONAL CHAMBER	PO 49689 July Membership Luncheon	65.00	65.00
778 - PRINCETON RECREATION DEPARTMENT	PO 49721 Seasonal Maintenance - 2026	76,426.00	76,426.00
1277 - PRINCETON SUPPLY CORPORATION	PO 48371 BLANKET	849.50	
	PO 48373 BLANKET	1,486.67	
	PO 48717 2026 SPRING ST GARAGE JANITORIAL SUPPLIE	236.25	2,572.42
3147 - PRINCETONIAN GRAPHICS, INC.	PO 49671 2025 NEWSLETTERS - 7600 Qty	3,045.00	3,045.00
603 - PSE&G CO	PO 49724 GREENWAY ACCT: 6572374009	1,250.31	1,250.31
445 - PSE&G CO - SUMMARY ACCOUNT	PO 49704 WESTMINSTER - Electric and Gas - Acct. 4	3,143.84	3,143.84
445 - PSE&G CO - SUMMARY ACCOUNT	PO 49733 Electric and Gas - Bill Date July 17, 20	2,564.37	2,564.37
445 - PSE&G CO - SUMMARY ACCOUNT	PO 49734 WESTMINSTER - Electric and Gas - Acct. 4	16,682.20	16,682.20
445 - PSE&G CO - SUMMARY ACCOUNT	PO 49740 Electric - Bundled Acct #13 000 010 03 -	38,625.49	38,625.49
445 - PSE&G CO - SUMMARY ACCOUNT	PO 49743 Electric and Gas - Bill Date June 17, 20	1,222.29	1,222.29
630 - R & R RADAR, INC.	PO 49556 REMOTE, STALKER DSR	967.75	967.75
4086 - REMINGTON & VERNICK ENGINEERS, INC	PO 48903 GIS PARCEL MAINTENANCE/REVISIONS FOR TAX	317.50	317.50
1204 - RIGGINS INC.	PO 48375 BLANKET	11,414.42	11,414.42
623 - RND CONSULTING	PO 48992 RESO 26-102 2026 INFORMATION TECHNOLOGY	6,228.75	6,228.75
5343 - ROUND HILL RISK PARTNERS, LLC	PO 48444 EMPLOYEE BENEFIT INSURANCE CONSULTANT/BR	4,500.00	4,500.00
1279 - SAFETY-KLEEN SYSTEMS INC.	PO 48165 BLANKET SERVICE TV	261.58	261.58
5362 - SAL ELECTRIC CO., INC.	PO 48898 ANNUAL NFPA FIRE ALARM INSPECTION & TEST	6,090.00	6,090.00
805 - SAVATREE	PO 48378 BLANKET	2,714.53	2,714.53
5099 - SHAH & RUBENSTEIN, LLC	PO 48070 RESO 26-7 2026 TAX APPEAL COUNSEL	6,930.00	6,930.00
1252 - SIEMENS INDUSTRY INC.	PO 48383 BLANKET	804.00	804.00
2469 - SPEEDPRO IMAGING MERCER COUNTY, INC	PO 48723 2026 PARKS SIGNAGE	43.50	43.50
702 - STAPLES BUSINESS ADVANTAGE	PO 49580 Envelopes & Business Cards	367.87	367.87
2033 - STEWART & STEVENSON POWER PRODUCTS	PO 49040 SERVICE - RESCUE	2,868.19	2,868.19
1216 - STORM WATER MANAGEMENT CONSULTING,	PO 48995 RESO 26-105	2,160.00	
	PO 49000 STORM WATER MANAGEMENT REEVIEW FOR 29 Th	480.00	
	PO 49386 PROFESSIONAL STORM WATER MANAGMENT REVIE	240.00	2,880.00
2445 - SUSAN HOLSCHER	PO 49728 2026 - July on - Petty Cash - background	360.00	360.00
1211 - SUSTAINABLE PRINCETON	PO 48061 RESO 26-33 - 2026 SERVICES RELATED TO SU	12,500.00	12,500.00
3059 - T & M ASSOCIATES	PO 48071 RESO 26-8 2026 LANDFILL MONITORING, GROU	3,042.96	3,042.96

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Vendor	Description	Payment	Check Total
3903 - TERRANCE MORGAN	PO 49638 Desk for New Employee	359.86	359.86
5336 - THE OLIVER SPRINKLER CO., INC	PO 48602 BLANKET	937.00	
	PO 49056 FIRE PROTECTION/LIFE SAFETY EQUIPMENT IN	6,800.00	7,737.00
1017 - THOMSON REUTERS - WEST	PO 48495 BLANKET / BOOKS, SUBSCRIPTIONS	3,489.00	3,489.00
4941 - TIGRIS AQUATIC SERVICES, LLC	PO 49678 Aquatic Services - Pond Treatment	1,350.00	1,350.00
5118 - TOPOLOGY NJ, LLC	PO 45953 Reso 25-67: Planning Services for Westmi	1,700.00	1,700.00
1182 - TOUCHTONE COMMUNICATIONS	PO 49654 Acct 6099212100 - Interexchange Carrier	185.94	185.94
826 - TOWN TOPICS - CLASSIFIED	PO 49165 Blanket for job postings	700.00	700.00
838 - TRAP ROCK INDUSTRIES, LLC	PO 48728 2026 DPW ASPHALT AND PAVING MATERIALS	1,814.37	1,814.37
1175 - TREASURER STATE OF NEW JERSEY	PO 49623 NJDEP ANNUAL SITE REMEDIATION FEE FOR 2	2,540.00	2,540.00
4836 - TRENTON RENEWABLE POWER, LLC	PO 48544 BLANKET	264.55	264.55
4776 - TRI-SEASON LANDSCAPING & CONSTRUCTI	PO 49435 NEW ACTIVATOR BUTTON FOR MARY MOSS SPRAY	2,400.00	2,400.00
5213 - TYRONE CARTER	PO 49712 Reimbursement for Planning Board Mid-Yea	18.99	18.99
2592 - UNIFIRST CORPORATION	PO 48633 2026 UNIFORMS FOR PUBLIC WORKS	5,367.52	
	PO 48634 2026 UNIFORMS FOR PARKING	783.68	
	PO 48635 2026 UNIFORMS FOR SOC	1,453.32	7,604.52
923 - UNITED PARCEL SERVICE	PO 49703 Acct. 6AF535 - Service Charge - 7/4/26	352.20	352.20
211 - UNITED SITE SERVICES	PO 48204 BLANKET/MISC. RENTAL	95.63	
	PO 48204 BLANKET/MISC. RENTAL	1,606.15	1,701.78
1158 - US ATHLETIC FIELDS	PO 48860 RESO 26-78 2026 MOWING SERVICES	16,001.47	
	PO 48861 RESO 26-79 2026 TURF MANAGEMENT SERVICES	4,849.27	20,850.74
5335 - USA ARCHITECTS, PLANNERS & INTERIOR DESI	PO 48047 RESO 25-411 FACILITIES PROGRAMMING/CONCE	29,327.54	29,327.54
1278 - VAN CLEEF ENGINEERING ASSOC.	PO 47584 CONTRACT - LAND USE ENGINEERING SERVICES	1,963.50	1,963.50
408 - VECTOR SECURITY	PO 48400 BLANKET BUILDINGS/GROUNDS COMMS AND ALAR	414.62	414.62
962 - VERIZON	PO 48604 TELEPHONE EXPENSE	403.04	403.04
20 - VERIZON	PO 49670 Phone - Long Distance - Acct. Y2803099-	42.65	42.65
20 - VERIZON	PO 49738 Phone - Acct. 958-363-139-0001-49 - Bill	454.69	454.69
959 - VERIZON WIRELESS	PO 49674 Acct #642046325-00001 - Wireless - Bill	6,925.00	6,925.00
4658 - VIKING PEST CONTROL	PO 48586 BLANKET	1,818.75	1,818.75
1151 - VILLAGE OFFICE SUPPLY	PO 48580 PRINTING	50.50	50.50
1024 - W.E. TIMMERMAN CO., INC.	PO 48410 2026 SEWER EQUIPMENT MACHINERY AND PARTS	1,008.00	1,008.00
4545 - WATERS & BUGBEE, INC.	PO 47951 RESO 25-402 EMERGENCY/ON-CALL SANITARY S	24,140.00	24,140.00
2 - WB MASON CO	PO 48131 2026 BLANKET - BUILDING DEPT OFFICE SUPP	398.61	
	PO 48233 BLANKET / OFFICE SUPPLIES FOR RECREATION	245.47	
	PO 48406 BLANKET DPW OFFICE SUPPLIES	218.78	
	PO 48408 BLANKET	261.76	
	PO 48409 BLANKET	194.72	
	PO 48439 2026 FIRE DEPARTMENT OFFICE SUPPLIES	891.53	
	PO 48446 BLANKET / OFFICE SUPPLIES 2026 HEALTH DE	145.00	
	PO 48456 BLANKET OFFICE SUPPLIES FOR POLICE DEPAR	1,142.37	
	PO 48496 2026 OFFICE SUPPLIES FOR MUNICIPAL COURT	71.72	
	PO 48499 BLANKET - HUMAN SERVICES GENERAL OFFICE	24.15	
	PO 48552 BLANKET	212.73	
	PO 48646 BLANKET CLERK OFFICE SUPPLIES	85.49	
	PO 49198 2026 OFFICE SUPPLIES	312.19	4,204.52
4331 - WEDRIVEU, INC.	PO 48062 RESO 25-405 OPERATION & MAINTENANCE OF T	25,111.67	
	PO 48067 RESO 25-400 2026 PUBLIC TRANSIT SERVICES	30,783.94	55,895.61
3677 - WELLS FARGO VENDOR FIN SERV.	PO 48466 2026 Blanket - Wells Fargo	2,778.72	2,778.72
1039 - WILLIAMS SCOTSMAN, INC.	PO 49384 2026 EQUIPMENT LEASE - TRAILER AT 303 JO	1,898.40	1,898.40
998 - WM CORPORATE SERVICES, INC.	PO 48752 2026 MUNICIPAL SOLID WASTE AND RECYCLING	7,306.15	7,306.15
TOTAL			1,439,718.42

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-192-08-105-006	OTHER FEES & PERMITS - ZONING			60.00	
01-201-20-105-200	PERSONNEL - OE	13,393.83			
01-201-20-110-200	MAYOR & COUNCIL OE	3,951.64			
01-201-20-111-200	ADMINISTRATIVE & EXECUTIVE OE	91,820.62			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT

01-201-20-120-200	MUNICIPAL CLERK OE	223.49			
01-201-20-125-200	INFORMATION TECHNOLOGY - OE	18,282.89			
01-201-20-125-233	COMPUTER EXPENSE-SOFTWARE MAINT AND FEES	28,079.70			
01-201-20-150-200	ASSESSMENT OF TAXES OE	2,263.89			
01-201-20-151-200	DEFENSE OF TAX APPEALS OE	6,930.00			
01-201-20-155-200	LEGAL SERVICES & COSTS OE	31,730.68			
01-201-20-175-200	HISTORIC PRESERVATION COMMITTEE - OE	1,228.50			
01-201-21-180-200	REGIONAL PLANNING BD. - TWP - OE	965.00			
01-201-21-181-200	SUSTAINABLE PRINCETON	12,500.00			
01-201-21-185-200	ZONING COSTS - OE	103.98			
01-201-23-220-200	EMPLOYEE GROUP INSURANCE OE	29,615.01			
01-201-25-240-200	POLICE OE	9,093.28			
01-201-25-265-200	FIRE OE	42,060.82			
01-201-25-267-200	FIRE FACILITIES OE	6,328.40			
01-201-26-290-200	ROAD REPAIRS & MAINTENANCE OE	24,096.79			
01-201-26-305-200	GARBAGE & TRASH REMOVAL OE	312,807.79			
01-201-26-310-200	PUBLIC BUILDINGS & GROUNDS OE	31,184.41			
01-201-26-315-200	VEHICLE MAINT. - ADMIN. OE	7,778.14			
01-201-27-330-200	BOARD OF HEALTH OE	445.00			
01-201-27-340-200	ANIMAL CONTROL OE	225.33			
01-201-27-345-200	HUMAN SERVICES OE	4,716.66			
01-201-28-370-100	JT RECREATION BOARD - TWP - S&W	76,426.00			
01-201-28-370-200	JOINT RECREATION BOARD OE	967.32			
01-201-28-375-200	PARK MAINTENANCE OE	30,198.09			
01-201-31-430-200	ELECTRICITY & GAS OE	22,896.13			
01-201-31-431-200	NATURAL GAS OE	219.50			
01-201-31-435-200	STREET LIGHTING OE	18,615.36			
01-201-31-440-200	TELEPHONE OE	8,224.11			
01-201-31-455-200	SEWER FACILITIES OPERATING OE	10,105.90			
01-201-31-460-200	GASOLINE OE	47,689.62			
01-201-43-490-200	MUNICIPAL COURT OE	3,739.22			
01-201-43-495-200	PUBLIC DEFENDER OE	1,800.00			
01-203-20-105-200	(2025) PERSONNEL - OE		195.00		
01-203-20-165-200	(2025) ENGINEERING SERVICES OE		1,963.50		
01-203-23-220-200	(2025) EMPLOYEE GROUP INSURANCE OE		1,310.89		
01-204-55-900-001	Accounts Payable			6,300.00	
01-214-55-900-062	THIRD PARTY LIENS PAYABLE-REDEMPTIONS			14,850.75	
01-260-05-100	DUE TO CLEARING/CLAIMS			0.00	981,059.24
01-286-55-000-005	RES - FOR TAX SALE PREMIUM			7,000.00	
01-286-55-900-804	DUE TO STATE (DCA)- BUILDING SURCHARGE			48,672.00	

TOTALS FOR	CURRENT FUND	900,707.10	3,469.39	76,882.75	981,059.24
=====					
02-213-44-911-301	CLEAN COMMUNITIES	6,500.00			
02-213-44-915-301	FOOD WASTE RECYCLING	264.55			
02-260-05-100	DUE TO CLEARING/CLAIMS			0.00	6,764.55

TOTALS FOR	GRANT FUND	6,764.55	0.00	0.00	6,764.55
=====					
04-215-16-020-000-000	Ordinance 2016-20 Various Imprv			29,327.54	
04-215-17-037-000-000	Ordinance 2017-37 Various Capital Imprv			7,100.00	
04-215-18-007-000-000	Ordinance 2018-7 Various Capital Imprv			15,491.60	
04-215-22-018-000-000	Ordinance 2022-18 NJ I-Bank			122,753.78	
04-215-22-019-000-000	Ordinance 2022-19 Various Capital Improvements			4,240.32	
04-215-23-016-000-000	Ordinance 2023-16 Sewer Trust			1,927.50	
04-215-23-017-000-000	Ordinance 2023-17 Sewer Improvements			3,734.13	
04-215-23-019-000-000	Ordinance 2023-19 I-Bank Improvements			9,707.16	
04-215-24-014-000-000	Ordinance 2024-14 Various Capital Improvements			23,742.46	
04-215-24-017-000-000	Ordinance 2024-17 Sewer Improvements (I-Bank)			99,999.71	
04-215-24-034-000-000	Ordinance 2024-34 Acq of Westminster			1,700.00	
04-260-05-100	DUE TO CLEARING/CLAIMS			0.00	319,724.20

TOTALS FOR	GENERAL CAPITAL FUND	0.00	0.00	319,724.20	319,724.20
=====					

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
05-201-02-007-200	PARKING OE	40,281.26			
05-201-02-009-000	JITNEY EXPENSES	30,783.94			
05-260-05-100	DUE TO CLEARING/CLAIMS			0.00	71,065.20
TOTALS FOR	PARKING UTILITY OPERATING FUND	71,065.20	0.00	0.00	71,065.20
12-201-20-125-200	OPEN SPACE - OTHER EXPENSE - PARK MAINT	7,785.16			
12-260-05-100	DUE TO CLEARING/CLAIMS			0.00	7,785.16
TOTALS FOR	OPEN SPACE FUND	7,785.16	0.00	0.00	7,785.16
15-194-09-850-001	SEWER TRUST FUND CONNECT			9,083.25	
15-260-05-100	DUE TO CLEARING/CLAIMS			0.00	9,083.25
TOTALS FOR	SEWER TRUST	0.00	0.00	9,083.25	9,083.25
17-260-05-100	Due To Claims/Clearing			0.00	7,004.00
17-290-20-000-000	PROFESSIONAL FEES			7,004.00	
TOTALS FOR	ESCROW	0.00	0.00	7,004.00	7,004.00
21-201-12-110-200	CONSTRUCTION EXPENSES - OE	3,672.82			
21-260-05-100	DUE TO CLAIMS/CLEARING			0.00	29,534.49
21-285-56-072-333	P.O.A.A. COURT TRUST			750.00	
21-285-56-087-333	P.U. - COMMUNITY MASS TRANSIT			25,111.67	
TOTALS FOR	TRUST FUND	3,672.82	0.00	25,861.67	29,534.49
40-201-20-105-200	AFFORDABLE HOUSING BOARD OE	7,698.33			
40-260-05-100	DUE TO CLAIMS/CLEARING			0.00	7,698.33
TOTALS FOR	AFFORDABLE HOUSING UTILITY	7,698.33	0.00	0.00	7,698.33

Total to be paid from Fund 01 CURRENT FUND	981,059.24
Total to be paid from Fund 02 GRANT FUND	6,764.55
Total to be paid from Fund 04 GENERAL CAPITAL FUND	319,724.20
Total to be paid from Fund 05 PARKING UTILITY OPERATING FUND	71,065.20
Total to be paid from Fund 12 OPEN SPACE FUND	7,785.16
Total to be paid from Fund 15 SEWER TRUST	9,083.25
Total to be paid from Fund 17 ESCROW	7,004.00
Total to be paid from Fund 21 TRUST FUND	29,534.49
Total to be paid from Fund 40 AFFORDABLE HOUSING UTILITY	7,698.33

	1,439,718.42

Checks Previously Disbursed

716	NJSHBP ACT	PO# 49683	237,058.09	7/16/2026
717	NJSHBP ACT	PO# 49682	590,990.17	7/16/2026

			828,048.26	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	828,048.26	981,059.24	1,809,107.50
Fund 02 GRANT FUND		6,764.55	6,764.55
Fund 04 GENERAL CAPITAL FUND		319,724.20	319,724.20
Fund 05 PARKING UTILITY OPERATING FUND		71,065.20	71,065.20
Fund 12 OPEN SPACE FUND		7,785.16	7,785.16

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
Fund 15 SEWER TRUST		9,083.25	9,083.25		
Fund 17 ESCROW		7,004.00	7,004.00		
Fund 21 TRUST FUND		29,534.49	29,534.49		
Fund 40 AFFORDABLE HOUSING UTILITY		7,698.33	7,698.33		
BILLS LIST TOTALS		828,048.26	1,439,718.42	2,267,766.68	=====



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-221

Agenda Date: 7/27/2026

Agenda #: 2.

Resolution of the Mayor and Council of Princeton Authorizing Extension of Grace Period for Payment of Third Quarter, 2026 Property Taxes

WHEREAS, tax bills for Princeton have been delayed due to the delay of certified rates from the County; and

WHEREAS, Title 54 provides for an interest penalty for the failure to pay third quarter taxes by August 1st; and

WHEREAS, it would be unfair to assess penalties against taxpayers whose failure to pay taxes is due solely to a delay for which they are not responsible.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of Princeton that the rate of interest to be charged for the late payment of Third Quarter 2026 taxes from the period August 1st through August 24, 2026 only shall be 0.0%; except that said rate shall not apply to those persons and entities who are delinquent on payment of the First and Second Quarter 2026 and prior years' property taxes; and

BE IT FURTHER RESOLVED, that after August 24th, 2026, the rate of interest to be charged for the payment of third quarter taxes will be the current authorized rate (8% of the first \$1,500.00 of delinquency and 18% on the excess over \$1,500.00) from the due date of August 1st, 2026 until the date the actual payment is received in the tax office; and

BE IT FURTHER RESOLVED, that the taxpayers of Princeton be notified of this extension by placement of a notice on their tax bills; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the following: Tammie Tisdale, Tax Collector; David Gannon, Auditor; and Trishka Waterbury Cecil, Princeton Attorney.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-222

Agenda Date: 7/27/2026

Agenda #: 3.

Resolution of the Mayor and Council of Princeton Authorizing Cancellation of Grant Receivable and Appropriated Grant \$10,622.81

WHEREAS, certain Grant Receivable have been deemed uncollectible or funds were received and applied against a different grant; and

WHEREAS, the auditor has recommended the need to analyze all grants receivable and appropriated grants to determine the amounts to be cancelled;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor & Council of Princeton that the following list of Grants Receivable and Appropriated Grants be cancelled.

Grants Receivable	
ARP Firefighter Grant	\$10,622.81
Reserve for Appropriated Grant	
ARP Firefighter Grant	\$10,622.81



MUNICIPALITY ^{of} PRINCETON

Office of the Chief Financial Officer

400 Witherspoon Street

Princeton, NJ 08540

(609) 924-5176

swebb@princetonnj.gov

Date: July 21, 2026

To: Mayor & Council

From: Sandra Webb
Chief Financial Officer

Re: Cancel Grants

On Council's agenda for June 27, 2026 is a resolution to cancel a grant receivable and appropriated grant. This grant was for a heavy-duty washer & the plumbing / electrical work for the Fire Departments' turnout gear. As part of the grant, they were reimbursed for the total expended. Therefore, the balance of the grant receivable and appropriated grant reserve can be cancelled.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-223

Agenda Date: 7/27/2026

Agenda #: 4.

Resolution of the Mayor and Council of Princeton Authorizing Release of a Performance Guarantee in the Amount of \$287,234.00 and Inspection Fees in the Amount of \$14,361.65 Plus Interest to Princeton University for the Princeton University Art Museum Major Site Plan Development, Block 45.01 Lot 101

WHEREAS, Princeton University has made a formal request for release of the performance guarantee currently held by the Municipality of Princeton for improvements in conjunction with the project known as the *Princeton University Art Museum Major Site Plan Development, Block 45.01 Lot 101*; and

WHEREAS, the Land Use Engineer has determined that the project is complete; and

WHEREAS, the Land Use Engineer recommends that the request for release of the performance guarantee in the amount of \$287,234.00, consisting of a letter of credit for \$258,510.70 and a cash portion of \$28,723.30 plus accrued interest, if any, covering the improvements in conjunction with the project known as the *Princeton University Art Museum Major Site Plan Development, Block 45.01 Lot 101* be approved; and

WHEREAS, the Land Use Engineer further recommends that the request for release of the inspection fees in the amount of \$14,361.65 plus interest and less inspection costs for the improvements in conjunction with the project known as the *Princeton University Art Museum Major Site Plan Development, Block 45.01 Lot 101* be approved; and

WHEREAS, the Land Use Engineer has determined that there are no public improvements for which a maintenance guarantee is required.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of Princeton that the request for release of the performance guarantee in the amount of \$287,234.00, consisting of a letter of credit for \$258,510.70 and a cash portion of \$28,723.30 plus accrued interest, if any, and inspection fees in the amount of \$14,361.65 plus interest and less inspection costs for the improvements in conjunction with the project known as the *Princeton University Art Museum Major Site Plan Development, Block 45.01 Lot 101* is approved and the release of the performance guarantee, inspection fees, and any accrued interest is authorized.



MUNICIPALITY OF PRINCETON

Department of Engineering &
Infrastructure Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Bernard Hvozdovic, *Princeton Administrator*
From: James Purcell, P.E., *Acting Land Use Engineer*
Subject: Release of Performance Guarantee
Princeton University Art Museum
Preliminary & Final Major Site Plan
Block 45.01, Lot 101
Escrow #21-074 and Escrow #21-705
Date: July 20, 2026

☒	Performance Guarantee	☐	Reduction	☒	Release	☐	Extension
☐	Maintenance Guarantee	☐	Acceptance	☐	Release	☐	Extension
☐	Completion Time	☐	Extension	☐	Status Report		
☐	Inspection Fees	☐	Reduction	☒	Release	☐	Extension

This office received a request from the applicant in reference to the above project. Pertinent project information on file prior to this request is as follows (please note that these amounts represent the initial deposits and the actual amounts released will include accrued interest less inspection fees where applicable):

Performance Guarantee:

Expiration Date:	September 28, 2023	Amount:	\$258,510.70 (Letter of Credit)
LOC/Bond No.:	SDCMTN583464	Issued by:	HSBC Bank
			\$28,723.30 (Cash)

Inspection Fees:

\$14,361.65 (Cash)

All work for the above-mentioned project has been satisfactorily completed. It is therefore recommended that the Performance Guarantee and remaining inspection fees, plus accrued interest, be released. Whereas the improvements did not include any public improvements, a maintenance guarantee is not required for this project.

If you have any questions concerning this matter, please feel free to contact me.

cc: Mayor and Council
Deanna Stockton, PE, Deputy Administrator
Dawn Mount, Clerk
Rosanna Roberto, Administrative Assistant



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-224

Agenda Date: 7/27/2026

Agenda #: 5.

Resolution of the Mayor and Council of Princeton Authorizing Release of a Performance Guarantee in the Amount of \$35,991.01, a Maintenance Guarantee in the Amount of \$179,156.84, and Inspection Fees in the Amount of \$59,718.95 plus Interest to the Institute for Advanced Study the Faculty Housing Preliminary and Final Subdivision and Site Plan, Block 10401, Lot 1, & Block 10501, Lot 1.01

WHEREAS, the Institute for Advanced Study has made a formal request for release of the remainder of the cash portion of the performance guarantee, the letter of credit for the maintenance guarantee, and the remaining inspection fee escrow currently held by the Municipality of Princeton for improvements in conjunction with the project known as the *Faculty Housing Preliminary and Final Subdivision and Site Plan Block 10401, Lot 1, & Block 10501, Lot 1.01*; and

WHEREAS, the Land Use Engineer has determined that the project is complete; and

WHEREAS, the Land Use Engineer recommends that the request for release of the remainder of the cash portion of the performance guarantee in the amount of \$35,991.01, plus accrued interest, if any, in conjunction with the project known as the Faculty Housing Preliminary and Final Subdivision and Site Plan Block 10401, Lot 1, & Block 10501, Lot 1.01 be approved; and

WHEREAS, the Land Use Engineer further recommends that the request for release of the letter of credit for the maintenance guarantee in the amount of \$179,156.84, in conjunction with the project known as the Faculty Housing Preliminary and Final Subdivision and Site Plan Block 10401, Lot 1, & Block 10501, Lot 1.01 be approved; and

WHEREAS, the Land Use Engineer further recommends that the request for release of the inspection fees in the amount of \$59,718.95 plus accrued interest, if any, and less inspection costs covering the improvements in conjunction with the project known as the Faculty Housing Preliminary and Final Subdivision and Site Plan Block 10401, Lot 1, & Block 10501, Lot 1.01 be approved; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of Princeton that the request for release of the cash portion of the performance guarantee in the amount of \$35,991.01, plus accrued interest, if any, and for the release of the letter of credit for the maintenance guarantee in the amount of \$179,156.84, and the release of the remaining inspection fees in the amount of \$59,718.95 plus interest and less inspection costs for the improvements in conjunction with the project known as the Faculty Housing Preliminary and Final Subdivision and Site Plan Block 10401, Lot 1, & Block 10501, Lot 1.01 is approved and the release of the performance guarantee, maintenance guarantee, inspection fees, and any accrued interest is authorized.



MUNICIPALITY OF PRINCETON

Department of Engineering &
Infrastructure Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Bernard Hvozdozovic, *Princeton Administrator*

From: James Purcell, P.E., *Acting Land Use Engineer*

Subject: Release of Performance Guarantee
Institute for Advanced Study
Faculty Housing Preliminary and Final Subdivision and Site Plan
Block 10401, Lot 1, & Block 10501, Lot 1.01, Zone E-2
Escrow #15-214 and Escrow #15-213

Date: July 21, 2026

☒	Performance Guarantee	☐	Reduction	☒	Release	☐	Extension
☒	Maintenance Guarantee	☐	Acceptance	☒	Release	☐	Extension
☐	Completion Time	☐	Extension	☐	Status Report		
☐	Inspection Fees	☐	Reduction	☒	Release	☐	Extension

This office received a request from the applicant in reference to the above project. The Performance Guarantee bond portion was released in December 2020 and a Maintenance Guarantee was received as a Letter of Credit. The cash portion of the Performance Guarantee was reduced to \$35,991.01 in 2016 and this amount, plus accrued interest was withheld when the bond was released in 2020. In addition, the remainder of the Inspection Fee escrow was not released. At this time the Letter of Credit and current escrow funds for both the Performance Guarantee and the Inspection Fees plus all interest accrued should be released. This release will close the project. Pertinent project information on file prior to this request is as follows (please note that these amounts represent the initial deposits after reductions and the actual amounts released will include accrued interest less inspection fees where applicable):

Performance Guarantee:

Expiration Date:	n/a	Amount:	\$35,991.01 (Cash)
LOC/Bond No.:	n/a	Issued by:	n/a

Maintenance Guarantee:

Expiration Date:	May 15, 2023	Amount:	\$179,156.84 (Letter of Credit)
LOC/Bond No.:	18123771-00-000	Issued by:	PNC Bank

Inspection Fees:

\$59,718.95 (Cash)

All work for the above-mentioned project has been satisfactorily completed. It is therefore recommended that the Performance Guarantee cash escrow, Maintenance Guarantee letter of credit (already expired), and the remaining Inspection Fees, plus accrued interest, be released. Whereas the improvements did not include any public improvements, a maintenance guarantee is not required for this project.

If you have any questions concerning this matter, please feel free to contact me.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-225

Agenda Date: 7/27/2026

Agenda #: 6.

Resolution of the Mayor and Council of Princeton Authorizing the Arts Council of Princeton to hold Porchfest on Saturday, September 26, 2026

WHEREAS, the Arts Council of Princeton has requested permission from the Mayor and Council of Princeton to hold their annual Porchfest on Saturday, September 26, 2026 from 12:00 p.m. to 6:00 p.m.; and

WHEREAS, a complete application was filed with the Municipal Clerk and the Clerk forwarded the application to the Chief of Police; and

WHEREAS, after giving due consideration to the recommendation of the Chief of Police, the final determination as to whether a permit shall be issued shall be made by the Council; and

WHEREAS, the Chief of Police's findings are that the conduct of the event will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route, the concentration of participants will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly area, and the concentration of persons, animals, and vehicles at the assembly point will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly area.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of Princeton that the Governing Body does hereby approve and give permission to the Arts Council of Princeton to hold their annual Porchfest on Saturday September 26, 2026 from 12:00 p.m. to 6:00 p.m. contingent upon adherence to the provisions set forth by the Princeton Police Department including but not limited to traffic control and security.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-226

Agenda Date: 7/27/2026

Agenda #: 7.

Resolution of the Mayor and Council of Princeton Approving the Placement of a Banner Over Washington Road by Homefront, Monday, October 12, 2026 and taken down on Monday, October 19, 2026

WHEREAS, Homefront will be announcing their Halloween 5K; and

WHEREAS, Homefront has requested permission to install a banner over Washington Road in Princeton with approval of the Office of Community and Regional Affairs at Princeton University beginning Monday, October 12 and taken down on Monday, October 19, 2026 to advertise this event to the entire Princeton Community; and

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

WHEREAS, in accordance with Princeton Ordinance 14-32 any banner that is removed by Princeton will be held by Princeton for thirty (30) days and then disposed of; and

WHEREAS, in accordance with Princeton Ordinance 14-32 any applicant failing to remove a banner will not be permitted to display any banner for the succeeding two years; and

NOW THEREFORE BE IT RESOLVED that the Mayor and Council hereby approve placement of said banner on Washington Road in accordance with Princeton Ordinances 14-28 to 14-32.